

City of Salinas

200 Lincoln Ave., Salinas, CA 93901

www.cityofsalinas.org



Meeting Agenda - Final

Thursday, January 18, 2024

4:00 PM

Salinas Rotunda

Measure E Oversight Committee

Committee Members:

Jose Barajas, Mayor

Eric Mora, District 1 - Guadalupe Gilpas, District 2

David J. R. Mack, District 3 - Cesar Lara, District 4

Mitchell Huerta, District 5 - VACANT, District 6

Jim Pia, Interim City Manager

Selina Andrews, Assistant Finance Director

City Clerk's Office: (831) 758-7381

PLEDGE OF ALLEGIANCE**ROLL CALL****PUBLIC COMMENT TIME RESTRICTIONS**

Public comments generally are limited to two minutes per speaker; the Chair may further limit the time for public comments depending on the agenda schedule.

GENERAL PUBLIC COMMENTS

Receive public communications from the audience on items that are not on the agenda and that are in the City of Salinas' subject matter jurisdiction. Comments on Consent or Consideration items should be held until the items are reached. The public may request that the committee consider adding an item for consideration on a future agenda. The public may comment on scheduled agenda items as they are considered. In order to be respectful of all speakers' views and to avoid disruption of the meeting, the audience shall refrain from applauding or jeering speakers who have been recognized by the Chair.

CONSENT

[ID#24-032](#) **Minutes**

Recommendation: Approve the minutes of October 19, 2023.

ADMINISTRATIVE REPORTS

[ID#23-769](#) **December 31, 2023 Financial Report**

Recommendation: No action is required. Receive the December 31, 2023 Financial Report.

COMMITTEE MEMBER REPORTS/COMMENTS**ADJOURNMENT**

Confirmation of attendance at next meeting prior to adjournment.

Alexis Mejia, Assistant City Clerk

AGENDA MATERIAL / ADDENDUM

Any addendums will be posted within 72 hours of regular meetings or 24 hours of special meetings and in accordance with Californian Government Code Section 54954.2 and 54956. City Commission/Board/Committee agenda reports and other writings distributed to the legislative body may be viewed at the Salinas City Clerk's Office, 200 Lincoln Avenue, Salinas, and are posted on the City's website at www.cityofsalinas.org in accordance with California Government Code section 54597.5. The Commission/Board/Committee may take action that is different than the proposed action reflected on the agenda.

Disability-related modification or accommodation, including auxiliary aids or services, may be requested by any person with a disability who requires a modification or accommodation in order to participate in the meeting. Language interpretation may be requested as soon as possible but by no later than 5 p.m. of the last business day prior to the meeting. Requests should be referred to the City Clerk's Office At 200 Lincoln Avenue, Salinas, 758-7381, as soon as possible but by no later than 5 p.m. of the last business day prior to the meeting. Hearing impaired or TTY/TDD text telephone users may contact the city by dialing 711 for the California Relay Service (CRS) or by telephoning any other service providers' CRS telephone number.

PUBLIC NOTIFICATION

This agenda was posted on January 12, 2024 in the Salinas Rotunda and City's website.

Meetings are streamed live at <https://salinas.legistar.com/Calendar.aspx> and televised live on Channel 25 on the date of the regularly scheduled meeting and will be broadcast throughout week following the meeting. or the most up-to-date Broadcast Schedule for The Salinas Channel on Comcast 25, please visit or subscribe to our Google Calendar located at <http://tinyurl.com/SalinasChannel25>. All past City Council meetings may also be viewed on the Salinas Channel on YouTube at <http://www.youtube.com/thesalinaschannel>.



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Legislation Text

File #: ID#24-032, **Version:** 1

Minutes

Approve the minutes of October 19, 2023.



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Meeting Minutes - Draft

Measure E Oversight Committee

Committee Members:

Jose Barajas, Mayor

Eric Mora, District 1 - Guadalupe Gilpas, District 2

David J. R. Mack, District 3 - Cesar Lara, District 4

Mitchell Huerta, District 5 - Stephen Kennedy, District 6

Jim Pia, Interim City Manager

Selina Andrews, Assistant Finance Director

City Clerk's Office: (831) 758-7381

Thursday, October 19, 2023

4:00 PM

Salinas Rotunda

PLEDGE OF ALLEGIANCE

ROLL CALL

Committee member Stephen Kennedy has stepped down from the Committee.

- Present:** 5 - Chairperson Jose Barajas
Committee member Eric Mora
Committee member Cesar Lara
Committee member David J. R. Mack
Committee member Mitchell Huerta
- Absent:** 2 - Committee member Guadalupe Gilpas
Committee member Stephen Kennedy

PUBLIC COMMENT TIME RESTRICTIONS

GENERAL PUBLIC COMMENTS

Received public comment.

CONSENT

[ID#23-640](#)

Minutes

Committee members and Chair expressed concern with not getting their requests addressed and added into the agenda. Their requests they would like to see added into the agenda are as follows:

Committee member Lara requested a Tennis Courts Analysis and Infrastructure needs analysis for all City facilities.

Committee member Huerta requested a report of the priority list for potholes and sidewalks.

*Chair Barajas requested a report for Measure E expenditures and projects being funded.
Chair Barajas requested a report of the square footage of roads, sidewalks, and potholes*

being fixed by Measure E Funds.

Upon motion by Committee member Mora, seconded by Committee member Mack, the minutes of July 20, 2023 were approved. The motion carried by the following vote:

Ayes: 5 - Chairperson Barajas, Committee member Mora, Committee member Lara, Committee member J. R. Mack and Committee member Mitchell Huerta

Absent: 2 - Committee member Gilpas and Committee member Kennedy

[ID#23-643](#)

2024 Measure E Oversight Committee Meeting Calendar

Committee members requested an additional meeting be added closer to the budget process, requested for a May 9, 2024 meeting.

Upon motion by Committee member Lara, seconded by Committee member Mack, the Measure E Oversight Committee meeting calendar for 2024 was approved with the addition of a May 9 meeting date. The motion carried by the following vote:

Ayes: 5 - Chairperson Barajas, Committee member Mora, Committee member Lara, Committee member J. R. Mack and Committee member Mitchell Huerta

Absent: 2 - Committee member Gilpas and Committee member Kennedy

ADMINISTRATIVE REPORTS

[ID#23-596](#)

September 30, 2023 Financial Report

Received report from Finance Management Analyst Abe Pedroza regarding the September 30, 2023 Measure E Financial Report.

As of September 30, 2023 the Measure E expenditures were as follows:

Department - Amount; % Used

Finance - \$4,290 (6%)

Police - \$682,920 (16%)

Recreation - \$438,398 (16%)

Library - \$887,158 (21%)

Received public comment.

No action is required. Receive a report on the September 30, 2023 Financial Report.

FUTURE AGENDA ITEMS

Committee member Mack requested a spreadsheet of expenditures and transfers of the Measure E funds, a spreadsheet of proposed revenues and expenditures for each fiscal year since voter passage, the Measure E ballot language, and City Council resolution requesting to place Measure E on the ballot. Committee member Mack also requested for a list of projects being funding and how Measure E may assist with Alisal Vibrancy Plan.

Chair Barajas requested an annual report of the Measure E Oversight Committee and incorporate added security at Natividad Creek Park.

ADJOURNMENT

Meeting adjourned at 5:06 p.m.

APPROVED:

Chairperson

ATTEST:

Executive /Recording Secretary



City of Salinas

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Legislation Text

File #: ID#23-769, **Version:** 1

December 31, 2023 Financial Report

No action is required. Receive the December 31, 2023 Financial Report.



Program/Activity	Amended Budget	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd
REVENUE					
Department 00 - General Revenues					
Division 0000 - Non-Departmental					
Account 2030 - Transactions & Use Tax	17,100,000	-	5,803,198	11,296,802	34%
Account 8010 - Investment Earnings	250,000	-	-	250,000	0%
Department 00 - General Revenues Totals	17,350,000	-	5,803,198	11,546,802	33%
REVENUE TOTALS	17,350,000	-	5,803,198	11,546,802	33%
EXPENSE					
Department 20 - Finance					
Division 2031 - Accounting	7,000	-	-	7,000	0%
Division 2033 - Information Technology	58,000	-	4,290	53,710	7%
Division 2034 - Revenue & Licensing	1,000	-	-	1,000	0%
Department 20 - Finance Totals	66,000	-	4,290	61,710	6%
Department 40 - Police					
Division 4112 - Personnel & Training	1,789,834	89,818	783,509	916,507	49%
Division 4116 - Special Operations Unit	718,532	-	386,965	331,567	54%
Division 4133 - Evidence & Property	745,867	970	339,698	405,199	46%
Division 4220 - Field Operations	1,506,775	240,074	492,214	774,486	49%
Department 40 - Police Totals	4,761,007	330,862	2,002,387	2,427,759	49%

City of Salinas



Measure E

Fiscal Year 2024 Budget Report
For the Six Months Ending December 31, 2023

Program/Activity	Amended Budget	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd
Department 55 - Recreation					
Division 5238 - Parks and Community Services	1,211,723	2,757	504,620	704,346	42%
Division 6231 - Recreation Admin	320,931	2,897	124,404	193,630	40%
Division 6232 - Neighborhood Services	24,400	4,043	9,346	11,012	55%
Division 6233 - Closter Park	27,950	8,777	756	18,417	34%
Division 6234 - El Dorado Park	61,700	3,002	32,671	26,027	58%
Division 6235 - Central Park	39,480	2,142	12,363	24,975	37%
Division 6239 - Recreation Center	46,700	3,247	22,525	20,928	55%
Division 6240 - Firehouse Rec Center	17,000	-	21,782	(4,782)	128%
Division 6241 - Hebron Heights Rec Center	56,700	-	4,298	52,402	8%
Division 6242 - Afterschool Programs	566,562	8,728	203,476	354,358	37%
Division 6243 - Community Center	57,000	2,000	21,117	33,883	41%
Division 6244 - Breadbox Rec Center	89,189	1,574	57,280	30,335	66%
Division 6246 - Hebron Family Center	8,000	15	699	7,286	9%
Division 6248 - Youth Svcs & Comm Engage	515,075	192,722	142,392	179,961	65%
Department 55 - Recreation Totals	3,042,410	231,904	1,157,730	1,652,776	46%
Department 60 - Library					
Division 6005 - Library Administration	770,185	4,048	327,469	438,668	43%
Division 6009 - Technology Services	1,298,561	154,412	397,180	746,968	42%
Division 6011 - Steinbeck Library	1,413,039	119,134	486,419	807,486	43%
Division 6012 - Cesar Chavez Library	860,430	61,337	242,080	557,014	35%
Division 6013 - El Gabilan Library	677,769	1,213	269,461	407,095	40%
Division 6015 - Community Education	933,336	7,658	379,515	546,163	41%
Department 60 - Library Totals	5,953,320	347,802	2,102,123	3,503,395	41%



Program/Activity	Amended Budget	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd
Department 80 - Non Departmental					
Division 8001 - Community Programs	427,000	-	-	427,000	0%
Department 80 - Non Departmental Totals	427,000	-	-	427,000	0%
TOTAL YTD BEFORE OPERATING TRANSFERS	14,249,737	910,568	5,266,530	8,072,640	43%
Department 00 - Non Departmental					
Division 0000 - Non-Departmental					
Transfers Out Capital Projects	1,078,939	-	-	1,078,939	0%
Transfers Out Int Svc. - General Liability	420,000	-	210,000	210,000	50%
Transfers Out Int Svc. - Insurances	250,000	-	125,000	125,000	50%
Transfers Out Int Svc. - Fleet Maintenance	100,000	-	50,000	50,000	50%
Transfers Out El Gabilan Debt Service	1,145,200	-	650,699	494,501	57%
Transfers Out Energy Efficient Debt Service	66,200	-	54,885	11,315	83%
Department 00 - Non Departmental Totals	3,060,339	-	1,090,584	1,969,755	36%
GRAND TOTAL YTD	17,310,076	910,568	6,357,114	10,042,394	42%
Fund 1100 - Measure E Totals					
REVENUE TOTALS	17,350,000	-	5,803,198	11,546,802	33%
EXPENSE TOTALS	17,310,076	910,568	6,357,114	10,042,394	42%
Fund 1100 - Measure E Totals	39,924	(910,568)	(553,916)	1,504,407	

**MEASURE E FUNDING
CAPITAL IMPROVEMENT PROGRAM
EXPENDITURE REPORT THROUGH DECEMBER 31, 2023**

Department - Project	FY 23-24				% Spent & Enc.
	Budget	Actual Exp.	Encumbrances	Balance	
55 - Recreation					
9022 - Tennis Court Improvement	200,997	-	-	200,997	0%
9048 - Restroom Replacement	560,000	-	-	560,000	0%
55 - Recreation Total	760,997	-	-	760,997	0%
Library					
9100 - El Gabilan Library Opening Day Collection	25,000	-	-	25,000	0%
9166 - New El Gabilan Library	72,283	-	-	72,283	0%
9195 - Computers Upgrade	71,882	47,504	300	24,078	67%
9329 - Cesar Chavez Library Parking Lot	75,000	74,381	-	619	99%
9716 - Steinbeck Library Upgrades	73,777	-	-	73,777	0%
60 - Library Total	317,942	121,885	300	195,757	38%
Grand Total	1,078,939	121,885	300	956,754	11%

**MEASURE E FUND
CASH BALANCE
AS OF DECEMBER 31, 2023**

	<u>Balance</u>
Beginning Balance	\$ 16,022,438
July 2023	\$ 16,414,726
August 2023	\$ 16,843,464
September 2023	\$ 17,348,599
October 2023	\$ 17,266,347
November 2023	\$ 18,345,034
December 2023	\$ 17,248,513

**MEASURE E FUND
RESERVE BALANCES
AS OF DECEMBER 31, 2023**

	<u>Balance</u>
115 Trust Reserve	\$1,320,000
Community Center District 5 Reserve	6,900,000
Economic Contingency Reserve	1,800,000
<u>Infrastructure Maintenance Reserve</u>	<u>360,000</u>
Total	\$10,380,000



CITY OF SALINAS

BUDGET REPORT MEASURE E FUND 2ND QUARTER, FISCAL YEAR 23-24

JANUARY 18, 2024

Measure E Fund

Budget vs Actual FYTD, as of 12/31/23

Program/Activity	Amended Budget	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd
REVENUE					
Department 00 - General Revenues Totals	17,350,000	-	5,803,198	11,546,802	33%
REVENUE TOTALS	17,350,000	-	5,803,198	11,546,802	33%
EXPENSE					
Department 20 - Finance Totals	66,000	-	4,290	61,710	6%
Department 40 - Police Totals	4,761,007	330,862	2,002,387	2,427,759	49%
Department 55 - Recreation Totals	3,042,410	231,904	1,157,730	1,652,776	46%
Department 60 - Library Totals	5,953,320	347,802	2,102,123	3,503,395	41%
Department 80 - Non Departmental	427,000	-	-	427,000	0%
TOTAL YTD BEFORE OPERATING TRANSFERS	14,249,737	910,568	5,266,530	8,072,640	43%
Department 00 - Non Departmental Totals	3,060,339	-	1,090,584	1,969,755	36%
GRAND TOTAL YTD	17,310,076	910,568	6,357,114	10,042,394	42%
Fund 1100 - Measure E Totals					
REVENUE TOTALS	17,350,000	-	5,803,198	11,546,802	33%
EXPENSE TOTALS	17,310,076	910,568	6,357,114	10,042,394	42%
Fund 1100 - Measure E Totals	39,924	(910,568)	(553,916)	1,504,407	

Measure E Fund

CIP Budget vs Actual FYTD, as of 12/31/23

Department - Project	FY 23-24				% Spent & Enc.
	Budget	Actual Exp.	Encumbrances	Balance	
55 - Recreation					
9022 - Tennis Court Improvement	200,997	-	-	200,997	0%
9048 - Restroom Replacement	560,000	-	-	560,000	0%
55 - Recreation Total	760,997	-	-	760,997	0%
Library					
9100 - El Gabilan Library Opening Day Collection	25,000	-	-	25,000	0%
9166 - New El Gabilan Library	72,283	-	-	72,283	0%
9195 - Computers Upgrade	71,882	47,504	300	24,078	67%
9329 - Cesar Chavez Library Parking Lot	75,000	74,381	-	619	99%
9716 - Steinbeck Library Upgrades	73,777	-	-	73,777	0%
60 - Library Total	317,942	121,885	300	195,757	38%
Grand Total	1,078,939	121,885	300	956,754	11%

Measure E Fund

Cash Balance as of 12/31/23

	<u>Balance</u>
Beginning Balance	\$ 16,022,438
July 2023	\$ 16,414,726
August 2023	\$ 16,843,464
September 2023	\$ 17,348,599
October 2023	\$ 17,266,347
November 2023	\$ 18,345,034
December 2023	\$ 17,248,513

Measure E Fund Reserves

	<u>Balance</u>
115 Trust Reserve	\$1,320,000
Community Center District 5 Reserve	6,900,000
Economic Contingency Reserve	1,800,000
<u>Infrastructure Maintenance Reserve</u>	<u>360,000</u>
Total	\$10,380,000