

City of Salinas

200 Lincoln Ave., Salinas, CA 93901

www.cityofsalinas.org



Meeting Agenda - Final

Thursday, October 19, 2023

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 - Stephen Kennedy, 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#23-640](#)**Minutes**

Recommendation: Approve the minutes of July 20, 2023.

[ID#23-643](#)**2024 Measure E Oversight Committee Meeting Calendar**

Recommendation: Approve the Measure E Oversight Committee meeting calendar for 2024.

ADMINISTRATIVE REPORTS[ID#23-596](#)**September 30, 2023 Financial Report**

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

FUTURE AGENDA ITEMS**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 October 13, 2023 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>.



City of Salinas

200 Lincoln Ave., Salinas,
CA 93901
www.cityofsalinas.org

Legislation Text

File #: ID#23-640, **Version:** 1

Minutes

Approve the minutes of July 20, 2023.



City of Salinas

200 Lincoln Ave., Salinas,
CA 93901
www.cityofsalinas.org

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, July 20, 2023

4:00 PM

Salinas Rotunda

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: 5 - Committee member Jose Barajas
Committee member Eric Mora
Committee member Cesar Lara
Committee member David J. R. Mack
Chairperson Mitchell Huerta

Absent: 2 - Committee member Guadalupe Gilpas
Committee member Stephen Kennedy

PUBLIC COMMENT TIME RESTRICTIONS

GENERAL PUBLIC COMMENTS

CONSIDERATIONS

[ID#23-436](#)

Election of Committee Chair and Vice Chair

Vice Chair:

Upon motion by Committee member Lara, seconded by Committee member Mack, Committee member Mora was appointed as Vice Chair to serve a one year term. The motion carried by the following vote:

Ayes: 5 - Jose Barajas, Cesar Lara, David Mack, Eric Mora, Mitchell Huerta

Absent: 2 - Guadalupe Gilpas, Stephen Kennedy

Chair:

Upon motion by Committee member Lara, seconded by Committee member Mora, Committee member Barajas was appointed as Chair to serve a one year term. The motion carried by the following vote:

Ayes: 5 - Jose Barajas, Cesar Lara, David Mack, Eric Mora, Mitchell Huerta

Absent: 2 - Guadalupe Gilpas, Stephen Kennedy

Appoint a Committee Chair and Vice Chair to serve for a one-year term.

CONSENT

[ID#23-451](#)

Minutes

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

Ayes: 3 - Committee member Barajas, Committee member Mora and Committee member Lara

Absent: 2 - Committee member Gilpas and Committee member Kennedy

Abstain: 2 - Committee member J. R. Mack and Chairperson Mitchell Huerta

ADMINISTRATIVE REPORTS

Approve the minutes of April 20, 2023.

[ID#23-446](#)

June 30, 2023 Financial Report

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

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

Department - Amount; % Used

Finance - \$55,037 (85%)

Police - \$3,578,160 (88%)

Fire - \$47,489 (107%)

Recreation - \$2,301,203 (92%)

Library - \$4,438,717 (80%)

Non-Departmental - \$58,682 (34%)

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

FUTURE AGENDA ITEMS

Committee member Lara requested a Tennis Courts Analysis and discussion of infrastructure needs.

Chair Barajas requested a report for the Measure E expenditures and projects being funded. Chair Barajas also requested to know how Measure E may assist with the Alisal Identity Plan. Chair Barajas would like to see how additional funding sources can be created to assist with projects and needs.

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

ADJOURNMENT

Meeting adjourned at 4:37 p.m.

APPROVED:

Chairperson

ATTEST:

Executive /Recording Secretary



City of Salinas

200 Lincoln Ave., Salinas,
CA 93901
www.cityofsalinas.org

Legislation Text

File #: ID#23-643, **Version:** 1

2024 Measure E Oversight Committee Meeting Calendar

Approve the Measure E Oversight Committee meeting calendar for 2024.



CITY OF SALINAS COUNCIL STAFF REPORT

DATE: OCTOBER 19, 2023
DEPARTMENT: ADMINISTRATION
FROM: JIM PIA, INTERIM CITY MANAGER
BY: ALEXIS MEJIA, ASSISTANT CITY CLERK
TITLE: 2024 MEASURE E OVERSIGHT MEETING CALENDAR

RECOMMENDED MOTION:

A motion to approve the Measure E Oversight meeting calendar for 2024 as presented by staff.

BACKGROUND:

The Measure E Oversight Committee generally meets on a quarterly basis or as needed. The proposed schedule for 2024 allows adequate time for report preparation and review of the budget by the committee before recommendations are made to the City Council. An adopted calendar provides a useful framework for general planning purposes.

CEQA CONSIDERATION:

Not a Project. The City of Salinas has determined that the proposed action is not a project as defined by the California Environmental Quality Act (CEQA) (CEQA Guidelines Section 15378). In addition, CEQA Guidelines Section 15061 includes the general rule that CEQA applies only to activities which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. Because the proposed action and this matter have no potential to cause any effect on the environment, or because it falls within a category of activities excluded as projects pursuant to CEQA Guidelines section 15378, this matter is not a project. Because the matter does not cause a direct or foreseeable indirect physical change on or in the environment, this matter is not a project. Any subsequent discretionary projects resulting from this action will be assessed for CEQA applicability.

STRATEGIC PLAN INITIATIVE:

Approval of the Measure E Oversight Committee Calendar supports the City's goal of "Operational Efficiencies".

DEPARTMENTAL COORDINATION:

The Finance Department works with city departments to identify projects throughout the City that are in line with the City's strategic plan.

FISCAL AND SUSTAINABILITY IMPACT:

No fiscal and sustainability impact.

ATTACHMENTS:

Measure E Oversight Committee 2024 Meeting Calendar

2024 MEASURE E MEETING CALENDAR

January							February							March							April						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1	2	3						1	2		1	2	3	4	5	6
7	8	9	10	11	12	13	4	5	6	7	8	9	10	3	4	5	6	7	8	9	7	8	9	10	11	12	13
14	15	16	17	18	19	20	11	12	13	14	15	16	17	10	11	12	13	14	15	16	14	15	16	17	18	19	20
21	22	23	24	25	26	27	18	19	20	21	22	23	24	17	18	19	20	21	22	23	21	22	23	24	25	26	27
28	29	30	31				25	26	27	28	29			24	25	26	27	28	29	30	28	29	30				
														31													
May							June							July							August						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4							1		1	2	3	4	5	6				1	2	3	
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31
							30																				
September							October							November							December						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Meetings will be held on:

January 18, April 18, July 18 and October 17



City of Salinas

200 Lincoln Ave., Salinas,
CA 93901
www.cityofsalinas.org

Legislation Text

File #: ID#23-596, **Version:** 1

September 30, 2023 Financial Report

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

City of Salinas



Measure E

Fiscal Year 2024 Budget Report
For the Three Months Ending September 30, 2023

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	-	1,352,516	15,747,484	8%
Account 8010 - Investment Earnings	250,000	-	-	250,000	0%
Department 00 - General Revenues Totals	17,350,000	-	1,352,516	15,997,484	8%
REVENUE TOTALS	17,350,000	-	1,352,516	15,997,484	8%
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	1,711,320	33,008	261,429	1,416,883	17%
Division 4116 - Special Operations Unit	691,520	-	112,591	578,929	16%
Division 4130 - Support Services	27,012	-	-	27,012	0%
Division 4133 - Evidence & Property	745,867	470	113,731	631,666	15%
Division 4220 - Field Operations	1,233,612	-	195,169	1,038,443	16%
Department 40 - Police Totals	4,409,331	33,478	682,920	3,692,933	16%

City of Salinas



Measure E

Fiscal Year 2024 Budget Report
For the Three Months Ending September 30, 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	2,950	169,847	1,038,926	14%
Division 6231 - Recreation Admin	320,931	12	48,386	272,533	15%
Division 6232 - Neighborhood Services	24,400	3,568	4,596	16,237	33%
Division 6233 - Closter Park	27,950	-	583	27,367	2%
Division 6234 - El Dorado Park	61,700	3,637	14,355	43,708	29%
Division 6235 - Central Park	39,480	1,983	7,245	30,252	23%
Division 6239 - Recreation Center	46,700	2,800	13,180	30,720	34%
Division 6240 - Firehouse Rec Center	17,000	-	7,999	9,001	47%
Division 6241 - Hebborn Heights Rec Center	56,700	-	1,944	54,756	3%
Division 6242 - Afterschool Programs	566,562	3,296	78,761	484,505	14%
Division 6243 - Community Center	57,000	-	9,867	47,133	17%
Division 6244 - Breadbox Rec Center	89,189	1,275	24,194	63,719	29%
Division 6246 - Hebborn Family Center	8,000	55	-	7,945	1%
Division 6248 - Youth Svcs & Comm Engage	327,839	1,494	57,441	268,904	18%
Department 55 - Recreation Totals	2,855,174	21,069	438,398	2,395,707	16%
Department 60 - Library					
Division 6005 - Library Administration	770,185	4,775	172,971	592,440	23%
Division 6009 - Technology Services	1,298,561	145,588	189,842	963,131	26%
Division 6011 - Steinbeck Library	1,404,272	141,396	172,357	1,090,518	22%
Division 6012 - Cesar Chavez Library	860,430	77,286	90,310	692,834	19%
Division 6013 - El Gabilan Library	677,769	1,162	99,162	577,445	15%
Division 6015 - Community Education	933,336	4,879	162,516	765,940	18%
Department 60 - Library Totals	5,944,553	375,087	887,158	4,682,308	21%

City of Salinas



Measure E

Fiscal Year 2024 Budget Report
For the Three Months Ending September 30, 2023

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	13,702,058	429,634	2,012,766	11,259,659	18%
Department 00 - Non Departmental					
Division 0000 - Non-Departmental					
Transfers Out Capital Projects	1,049,733	-	-	1,049,733	0%
Transfers Out Int Svc. - General Liability	420,000	-	-	420,000	0%
Transfers Out Int Svc. - Insurances	250,000	-	-	250,000	0%
Transfers Out Int Svc. - Fleet Maintenance	100,000	-	-	100,000	0%
Transfers Out El Gabilan Debt Service	1,145,200	-	-	1,145,200	0%
Transfers Out Energy Efficient Debt Service	66,200	-	-	66,200	0%
Department 00 - Non Departmental Totals	3,031,133	-	-	3,031,133	0%
GRAND TOTAL YTD	16,733,191	429,634	2,012,766	14,290,791	15%
Fund 1100 - Measure E Totals					
REVENUE TOTALS	17,350,000	-	1,352,516	15,997,484	8%
EXPENSE TOTALS	16,733,191	429,634	2,012,766	14,290,791	15%
Fund 1100 - Measure E Totals	616,809	(429,634)	(660,249)	1,706,693	

**MEASURE E FUNDING
CAPITAL IMPROVEMENT PROGRAM
EXPENDITURE REPORT THROUGH SEPTEMBER 30, 2023**

Department - Project	FY 23-24				% Spent & Enc.
	Budget	Actual Exp.	Encumbrances	Balance	
55 - Recreation					
9022 - Tennis Court Improvement	222,307	-	-	222,307	0%
9048 - Restroom Replacement	560,000	-	-	560,000	0%
55 - Recreation Total	782,307	-	-	782,307	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	21,367	-	5,027	16,339	24%
9329 - Cesar Chavez Library Parking Lot	75,000	-	70,381	4,619	94%
9716 - Steinbeck Library Upgrades	73,777	-	-	73,777	0%
60 - Library Total	267,426	-	75,408	192,018	28%
Grand Total	1,049,733	-	75,408	974,325	7%

**MEASURE E FUND
CASH BALANCE
AS OF SEPTEMBER 30, 2023**

	<u>Balance</u>
Beginning Balance	\$ 15,975,256
July 2023	\$ 17,170,952
August 2023	\$ 17,722,383
September 2023	\$ 18,390,100

**MEASURE E FUND
RESERVE BALANCES
AS OF SEPTEMBER 30, 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 1ST QUARTER, FISCAL YEAR 2024

OCTOBER 19, 2023

Measure E Fund

Budget vs Actual FYTD, as of 9/30/23

Program/Activity	Amended Budget	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd
REVENUE					
Department 00 - General Revenues Totals	17,350,000	-	1,352,516	15,997,484	8%
REVENUE TOTALS	17,350,000	-	1,352,516	15,997,484	8%
EXPENSE					
Department 20 - Finance Totals	66,000	-	4,290	61,710	6%
Department 40 - Police Totals	4,409,331	33,478	682,920	3,692,933	16%
Department 55 - Recreation Totals	2,855,174	21,069	438,398	2,395,707	16%
Department 60 - Library Totals	5,944,553	375,087	887,158	4,682,308	21%
Department 80 - Non Departmental	427,000	-	-	427,000	0%
TOTAL YTD BEFORE OPERATING TRANSFERS	13,702,058	429,634	2,012,766	11,259,659	18%
Department 00 - Non Departmental Totals	3,031,133	-	-	3,031,133	0%
GRAND TOTAL YTD	16,733,191	429,634	2,012,766	14,290,791	15%
Fund 1100 - Measure E Totals					
REVENUE TOTALS	17,350,000	-	1,352,516	15,997,484	8%
EXPENSE TOTALS	16,733,191	429,634	2,012,766	14,290,791	15%
Fund 1100 - Measure E Totals	616,809	(429,634)	(660,249)	1,706,693	

Measure E Fund

CIP Budget vs Actual FYTD, as of 9/30/23

Department - Project	FY 23-24				% Spent & Enc.
	Budget	Actual Exp.	Encumbrances	Balance	
55 - Recreation					
9022 - Tennis Court Improvement	222,307	-	-	222,307	0%
9048 - Restroom Replacement	560,000	-	-	560,000	0%
55 - Recreation Total	782,307	-	-	782,307	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	21,367	-	5,027	16,339	24%
9329 - Cesar Chavez Library Parking Lot	75,000	-	70,381	4,619	94%
9716 - Steinbeck Library Upgrades	73,777	-	-	73,777	0%
60 - Library Total	267,426	-	75,408	192,018	28%
Grand Total	1,049,733	-	75,408	974,325	7%

Measure E Fund

Cash Balance as of 9/30/23

	<u>Balance</u>
Beginning Balance	\$ 15,975,256
July 2023	\$ 17,170,952
August 2023	\$ 17,722,383
September 2023	\$ 18,390,100

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