



**CITY OF SOLANA BEACH**  
SOLANA BEACH CITY COUNCIL, SUCCESSOR AGENCY TO THE REDEVELOPMENT  
AGENCY, PUBLIC FINANCING AUTHORITY, & HOUSING AUTHORITY

# AGENDA

**Joint REGULAR Meeting**

**Wednesday, January 29, 2025 \* 6:00 p.m.**

City Hall / Council Chambers, 635 S. Highway 101, Solana Beach, California

- City Council meetings are video recorded and archived as a permanent record. The [video](#) recording captures the complete proceedings of the meeting and is available for viewing on the City's website.
- Posted Reports & Supplemental Docs contain records up to the cut off time prior to meetings for processing new submittals. Complete records containing meeting handouts, PowerPoints, etc. can be obtained through a [Records Request](#).



## PUBLIC MEETING ACCESS

The Regular Meetings of the City Council are scheduled for the 2nd and 4th Wednesdays and are broadcast live. The video taping of meetings are maintained as a permanent record and contain a detailed account of the proceedings. Council meeting tapings are archived and available for viewing on the City's [Public Meetings](#) webpage.

## WATCH THE MEETING

- **Live web-streaming:** Meetings web-stream live on the City's website on the City's [Public Meetings](#) webpage. Find the large Live Meeting button.
- **Live Broadcast on Local Govt. Channel:** Meetings are broadcast live on Cox Communications - Channel 19 / Spectrum (Time Warner)-Channel 24 / AT&T U-verse Channel 99.
- **Archived videos online:** The video taping of meetings are maintained as a permanent record and contain a detailed account of the proceedings. Council meeting tapings are archived and available for viewing on the City's [Public Meetings](#) webpage.

## AGENDA MATERIALS

A full City Council agenda packet including relative supporting documentation is available at City Hall, the Solana Beach Branch [Library](#) (157 Stevens Ave.), La Colonia Community Ctr., and online [www.cityofsolanabeach.org](http://www.cityofsolanabeach.org). Agendas are posted at least 72 hours prior to regular meetings and at least 24 hours prior to special meetings. Writings and documents regarding an agenda of an open session meeting, [received](#) after the official posting, and distributed to the Council for consideration, will be made available for public viewing at the same time. In addition, items received at least 1 hour 30 minutes prior to the meeting time will be uploaded online with the agenda posting. Materials submitted for consideration should be forwarded to the [City Clerk's department](#) 858-720-2400. The designated location for viewing of hard copies is the City Clerk's office at City Hall during normal business hours.

## PUBLIC COMMENTS

**Written correspondence** (supplemental items) regarding an agenda item at an open session meeting should be submitted to the City Clerk's Office at [clerkoffice@cosb.org](mailto:clerkoffice@cosb.org) with a) Subject line to include the meeting date b) Include the Agenda Item # as listed on the Agenda.

- Correspondence received after the official posting of the agenda, but two hours prior to the meeting start time, on the meeting day, will be distributed to Council and made available online along with the agenda posting. All submittals received before the start of the meeting will be made part of the record.
- Written submittals will be added to the record and not read out loud.

And/Or

**Verbal Comment Participation:**

Please submit a speaker slip to the City Clerk prior to the meeting, or the announcement of the Section/Item, to provide public comment. Allotted times for speaking are outlined on the speaker's slip for each agenda section: Oral Communications, Consent, Public Hearings and Staff Reports. Public speakers have 3 minutes each to speak on each topic. Time may be donated by another

individual who is present at the meeting to allow an individual up to 6 minutes to speak. Group: Time may be donated by two individuals who are present at the meeting allowing an individual up to 10 minutes to speak. Group Hearings: For public hearings only, time may be donated by two individuals who are present at the meeting allowing an individual up to 15 minutes to speak.

**COUNCIL DISCLOSURE**

*Pursuant to the Levine Act (Gov't Code Section 84308), any party to a permit, license, contract (other than competitively bid, labor or personal employment contracts) or other entitlement before the Council is required to disclose on the record any contribution, including aggregated contributions, of more than \$250 made by the party or the party's agents within the preceding 12 months to any Council Member. Participants and agents are requested to make this disclosure as well. The disclosure must include the name of the party or participant and any other person making the contribution, the name of the recipient, the amount of the contribution, and the date the contribution was made.*

**SPECIAL ASSISTANCE NEEDED**

In compliance with the Americans with Disabilities Act of 1990, persons with a disability may request an agenda in appropriate alternative formats as required by Section 202. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the [City Clerk's office](#) (858) 720-2400 at least 72 hours prior to the meeting.

As a courtesy to all meeting attendees, please set all electronic devices to silent mode and engage in conversations outside the Council Chambers.

<b><u>CITY COUNCILMEMBERS</u></b>		
<b>Lesa Heebner</b> Mayor		
<b>Kristi Becker</b> Deputy Mayor / Councilmember District 2		<b>Jill MacDonald</b> Councilmember District 4
<b>David A. Zito</b> Councilmember District 1		<b>Jewel Edson</b> Councilmember District 3

Alyssa Muto  
City Manager

Johanna Canlas  
City Attorney

Angela Ivey  
City Clerk

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**SPEAKERS:**

Please submit your speaker slip to the City Clerk prior to the meeting or the announcement of the Item. Allotted times for speaking are outlined on the speaker's slip for Oral Communications, Consent, Public Hearings and Staff Reports.

**READING OF ORDINANCES AND RESOLUTIONS:**

Pursuant to [Solana Beach Municipal Code](#) Section 2.04.460, at the time of introduction or adoption of an ordinance or adoption of a resolution, the same shall not be read in full unless after the reading of the title, further reading is requested by a member of the Council. If any Councilmember so requests, the ordinance or resolution shall be read in full. In the absence of such a request, this section shall constitute a waiver by the council of such reading.

**CALL TO ORDER AND ROLL CALL:**

**CLOSED SESSION REPORT:**

**FLAG SALUTE:**

**APPROVAL OF AGENDA:**

**PROCLAMATIONS/CERTIFICATES:** *Ceremonial*

None at the posting of this agenda

**PRESENTATIONS:** Ceremonial items that do not contain in-depth discussion and no action/direction.

- Annual Fire Department Update
- Annual Marine Safety Department Update

**ORAL COMMUNICATIONS:**

Comments relating to items on this evening's agenda are taken at the time the items are heard. This portion of the agenda provides an opportunity for members of the public to address the City Council on items relating to City business and not appearing on today's agenda by submitting a speaker slip (located on the back table) to the City Clerk. Pursuant to the Brown Act, no action shall be taken by the City Council on public comment items. Council may refer items to the City Manager for placement on a future agenda. The maximum time allotted for each presentation is THREE MINUTES. No donations of time are permitted (SBMC 2.04.190). Please be aware of the timer light on the Council Dais.

**CITY COUNCIL COMMUNITY ANNOUNCEMENTS - COMMENTARY:**

*An opportunity for City Council to make brief announcements or report on various activities. These items are not agendized for official City business with no action or substantive discussion.*

**CITY MANAGER / CITY ATTORNEY REPORTS:**

*An opportunity for the City Manager and City Attorney to make brief announcements or report on various activities. These items are not agendized for official City business with no action or substantive discussion.*

**A. CONSENT CALENDAR:** (Action Items) (A.1. - A.4.)

Items listed on the Consent Calendar are to be acted in a single action of the City Council unless pulled for discussion. Any member of the public may address the City Council on an item of concern by submitting to the City Clerk a speaker slip (located on the back table) before the Consent Calendar is addressed. Those items removed from the Consent Calendar by a member of the Council will be trailed to the end of the agenda, while Consent Calendar items removed by the public will be heard immediately after approval of the Consent Calendar to hear the public speaker.

*All speakers should refer to the public comment section at the beginning of the agenda for details. Please be aware of the timer light on the Council Dais.*

**A.1. Minutes of the City Council.**

Recommendation: That the City Council

1. Approve the Minutes of the City Council meetings held January 15, 2025.

**[Item A.1. Report \(click here\)](#)**

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**A.2. Register Of Demands.** (File 0300-30)

Recommendation: That the City Council

1. Ratify the list of demands for December 14, 2024 – January 10, 2025.

**[Item A.2. Report \(click here\)](#)**

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

### **A.3. Quarterly Budget Report - Fiscal Year 2025.** (File 0330-30)

Recommendation: That the City Council

1. Receive the quarterly report listing changes made to the FY 2025 General Fund Adopted Budget.

#### [Item A.3. Report \(click here\)](#)

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### **A.4. Reclassification of Staff Positions, and the Addition of a Full-Time Ocean Lifeguard Classification to the City's Classification and Compensation Plan and Approving the Sideletter with the Solana Beach Employees' Association – Marine Safety Unit.** (File 0510-40)

Recommendation: That the City Council

1. Adopt **Resolution 2025-010** approving the updates to the FY 2024/2025 Salary and Compensation Plans to include the following:
  - a. Creation of the Deputy Director of Public Works classification (Attachment 3) and the reclassification of the current Public Works Operations Manager into this new role.
  - b. Incorporate the Deputy Director of Public Works classification to the FY 2024/2025 Management Salary Schedule 1, pay grade M7 (Attachment 2).
  - c. Creation of the Senior Insurance & Risk Manager classification (Attachment 4) and the reclassification of the current Risk Manager into this new role.
  - d. Incorporate the Senior Insurance & Risk Manager classification to the FY 2024/2025 Management Salary Schedule 1, pay grade M4-A (Attachment 2).
  - e. Creation of the Sustainability Program Manager classification (Attachment 5) and the reclassification of the current Senior Management Analyst (Sustainability) into this new role.
  - f. Incorporate the Sustainability Program Manager classification to the FY 2024/2025 Management Salary Schedule 1, pay grade M4 (Attachment 2).
  - g. Creation of two full-time Senior Ocean Lifeguard classifications (Attachment 6) and incorporate this newly created classification to the FY 2024/2025 Marine Safety Salary Schedule 4, pay grade MS-7001 (Attachment 7).
  - h. Approve the reclassification of one of the three (3) current Marine Safety Sergeants to a Marine Safety Lieutenant position for a total of two (2) Lieutenants in the Marine Safety Department.
2. Adopt **Resolution 2025-011** approving the Side letter between the City and the SBEA-MSU to reflect the recommended changes above as they pertain to the Marine Safety Unit.
3. Authorize the City Treasurer to amend the FY 2024/2025 Adopted Budget accordingly.

#### [Item A.4. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**NOTE: The City Council shall not begin a new agenda item after 10:30 p.m. unless approved by a unanimous vote of all members present. (SBMC 2.04.070)**

**B. PUBLIC HEARINGS:** (B.1. – B.3.)

This portion of the agenda provides citizens an opportunity to express their views on a specific issue as required by law after proper noticing by submitting a speaker slip (located on the back table) to the City Clerk. After considering all of the evidence, including written materials and oral testimony, the City Council must make a decision supported by findings and the findings must be supported by substantial evidence in the record. An applicant or designee(s) for a private development/business project, for which the public hearing is being held, is allotted a total of fifteen minutes to speak, as per SBMC 2.04.210. A portion of the fifteen minutes may be saved to respond to those who speak in opposition. *All other speakers should refer to the public comment section at the beginning of the agenda for time allotment.* Please be aware of the timer light on the Council Dais.

**B.1. Public Hearing: 501 S. Rios, Applicant: Ackad, Case: DRP23-007, SDP23-009, APN: 298-092-05.** (File 0600-40)

Recommendation: That the City Council

The proposed project meets the minimum zoning requirements under the SBMC, may be found to be consistent with the General Plan and may be found, as conditioned, to meet the discretionary findings required as discussed in this report to approve a DRP. Therefore, Staff recommends that the City Council:

1. Conduct the Public Hearing: Open the Public Hearing, Report Council Disclosures, Receive Public Testimony, and Close the Public Hearing.
2. Find the project exempt from the California Environmental Quality Act pursuant to Section 15303 of the State CEQA Guidelines; and
3. If the City Council makes the requisite findings and approves the project, adopt **Resolution 2025-004** conditionally approving a DRP/SDP to demolish the existing development onsite and construct a replacement multi-level residence with a subterranean basement, attached garages, and perform associated site improvements at 501 South Rios Avenue, Solana Beach.

**[Item B.1. Report \(click here\)](#)**

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**B.2. Public Hearing: 1505 Lomas Santa Fe, Applicant: Crown Castle, Case: CUP24-002.** (File 0600-40)

1. Conduct the Public Hearing: Open the Public Hearing, Report Council disclosures, Receive public testimony, Close the Public Hearing.
2. Find the project exempt from the California Environmental Quality Act pursuant to Section 15301 of the State CEQA Guidelines; and
3. If the City Council makes the requisite findings and approved the project, adopt **Resolution 2025-006** conditionally approving a CUP to entitle a physically existing mono-broadleaf tree WCF and associated equipment located at 1505 Lomas Santa Fe Drive, Solana Beach.

[Item B.2. Report \(click here\)](#)

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**B.3. Public Hearing: 705 Barbara, Applicant: Watkins, Case: DRP23-013 APN: 263-091-07** (File 0600-40)

The proposed project meets the minimum zoning requirements under the SBMC, may be found to be consistent with the General Plan, and may be found, as conditioned, to meet the discretionary findings and supplemental regulations required to approve a DRP in the HOZ and SAOZ. Therefore, should the City Council be able to make the findings to approve the DRP, Staff recommends that the City Council:

1. Conduct the Public Hearing: Open the Public Hearing, Report Council Disclosures, Receive Public Testimony, and Close the Public Hearing.
2. Find the project exempt from the California Environmental Quality Act pursuant to Section 15301 of the State CEQA Guidelines; and
3. If the City Council makes the requisite findings and approves the project, adopt **Resolution 2025-007** conditionally approving a DRP to legalize unpermitted site improvements including grading, drainage, hardscape, landscaping, fences and walls, a deck, and a swim spa at 705 Barbara Avenue, Solana Beach.

[Item B.3. Report \(click here\)](#)

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**C. STAFF REPORTS: (C.1. – C.2.)**

*Submit speaker slips to the City Clerk.*

*All speakers should refer to the public comment section at the beginning of the agenda for time allotments. Please be aware of the timer light on the Council Dais.*

**C.1. Fiscal Year 2024 Annual Comprehensive Financial Report (ACFR).** (File 0330-30)

Recommendation: That the City Council

1. Accept and file the City of Solana Beach Annual Comprehensive Financial Report (ACFR) for the fiscal year July 1, 2023 – June 30, 2024.
2. Accept and file The Auditor’s Communication with Those Charged with Governance letter.

[Item C.1. Report \(click here\)](#)

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**C.2. 2025 Annual Citizen Commission Appointments.** (File 0410-05)

Recommendation: That the City Council

1. Appoint three (3) members to the Budget and Finance Commission nominated/appointed by individual members (Mayor Heebner, Councilmember Edson, and Councilmember Zito) for two-year terms.
2. Appoint five (5) members to the Climate & Resiliency Commission nominated/appointed by *Council-at-large for the following positions:*
  - a. Three (3) *Resident* appointments for two-year terms.
  - b. One (1) *Resident* appointment for a one-year term.
  - c. One (1) *Professional* appointment for a member of the environmental and/or scientific community (*resident or non-resident*) for a two-year term.
3. Appoint four (4) members to the Parks and Recreation Commission nominated/appointed by *Council-at-large* for two-year terms.
4. Appoint four (4) members to the Public Arts Commission nominated/appointed by *Council-at-large* for two-year terms.
5. Appoint three (3) members to the View Assessment Commission: nominated/appointed by individual members (Mayor Heebner, Deputy Mayor Becker, and Councilmember Edson) for two-year terms.

[Item C.2. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk’s Office.*

**WORK PLAN COMMENTS:**

*Adopted June 26, 2024*

**COMPENSATION & REIMBURSEMENT DISCLOSURE:**

GC: Article 2.3. Compensation: 53232.3. (a) Reimbursable expenses shall include, but not be limited to, meals, lodging, and travel. 53232.3 (d) Members of a legislative body shall provide brief reports on meetings attended at the expense of the local agency “City” at the next regular meeting of the legislative body.

**COUNCIL COMMITTEE REPORTS:** [Council Committees](#)

**REGIONAL COMMITTEES: (outside agencies, appointed by this Council)**

- a. City Selection Committee (meets twice a year) Primary-Heebner, Alternate-Edson
- b. Clean Energy Alliance (CEA) JPA: Primary-Becker, Alternate-Zito
- c. County Service Area 17: Primary-MacDonald, Alternate-Edson
- d. Escondido Creek Watershed Authority: Becker / Staff (no alternate).
- e. League of Ca. Cities' San Diego County Executive Committee: Primary-MacDonald, Alternate-Becker. Subcommittees determined by its members.
- f. League of Ca. Cities' Local Legislative Committee: Primary-MacDonald, Alternate-Becker
- g. League of Ca. Cities' Coastal Cities Issues Group (CCIG): Primary-MacDonald, Alternate-Becker
- h. North County Dispatch JPA: Primary-MacDonald, Alternate-Becker
- i. North County Transit District: Primary-Edson, Alternate-MacDonald
- j. Regional Solid Waste Association (RSWA): Primary-Zito, Alternate-MacDonald
- k. SANDAG: Primary-Heebner, 1<sup>st</sup> Alternate-Zito, 2<sup>nd</sup> Alternate-Edson. Subcommittees determined by its members.
- l. SANDAG Shoreline Preservation Committee: Primary-Becker, Alternate-Zito
- m. San Dieguito River Valley JPA: Primary-MacDonald, Alternate-Becker
- n. San Elijo JPA: Primary-Zito, Primary-Becker, Alternate-City Manager
- o. 22<sup>nd</sup> Agricultural District Association Community Relations Committee: Primary-Edson, Primary-Heebner

**STANDING COMMITTEES: (All Primary Members) (Permanent Committees)**

- a. Business Liaison Committee – Zito, Edson
- b. Fire Dept. Management Governance & Organizational Evaluation – Edson, MacDonald
- c. Highway 101 / Cedros Ave. Development Committee – Heebner, Edson
- d. Parks and Recreation Committee – Zito, Edson
- e. Public Arts Committee – Edson, Heebner
- f. School Relations Committee – Becker, MacDonald
- g. Solana Beach-Del Mar Relations Committee – Heebner, Edson

**CITIZEN COMMISSION(S)**

- a. Climate Action Commission – Zito, Becker

**ADJOURN:**

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***Next Regularly Scheduled Meeting is February 12, 2025***

*Always refer to the City's website Event Calendar for an updated schedule or contact City Hall. [www.cityofsolanabeach.org](http://www.cityofsolanabeach.org) 858-720-2400*

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**AFFIDAVIT OF POSTING**

STATE OF CALIFORNIA }  
COUNTY OF SAN DIEGO } §  
CITY OF SOLANA BEACH }

I, Angela Ivey, City Clerk of the City of Solana Beach, do hereby certify that this Agenda for the January 29, 2025 Council Meeting was called by City Council, Successor Agency to the Redevelopment Agency, Public Financing Authority, and the Housing Authority of the City of Solana Beach, California, was provided and posted on January 23, 2025 at 1:40 p.m. on the City Bulletin Board at the entrance to the City Council Chambers. Said meeting is held at 6:00 p.m., January 29, 2025, in the Council Chambers, at City Hall, 635 S. Highway 101, Solana Beach, California.

Angela Ivey, City Clerk  
City of Solana Beach, CA

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**UPCOMING CITIZEN CITY COMMISSION AND COMMITTEE MEETINGS:**

*Regularly Scheduled, or Special Meetings that have been announced, are posted on each Citizen Commission's Agenda webpage. See the [Citizen Commission's Agenda webpages](#) or the City's Events [Calendar](#) for updates.*

- **Budget & Finance Commission**
- **Climate Action Commission**
- **Parks & Recreation Commission**
- **Public Arts Commission**
- **View Assessment Commission**



**CITY OF SOLANA BEACH**  
**SOLANA BEACH CITY COUNCIL, SUCCESSOR AGENCY TO THE REDEVELOPMENT**  
**AGENCY, PUBLIC FINANCING AUTHORITY, & HOUSING AUTHORITY**

**ACTION MINUTES**

**Joint Meeting - Closed Session**

**Wednesday, January 15, 2025 5:00 p.m.**

City Hall / Council Chambers, 635 S. Highway 101, Solana Beach, California

**Action Minutes contain formal actions taken at a City Council meeting.**



**CITY COUNCILMEMBERS**

**Lesa Heebner**  
Mayor

**Kristi Becker**  
Deputy Mayor / Councilmember District 2

**Jill MacDonald**  
Councilmember District 4

**David A. Zito**  
Councilmember District 1

**Jewel Edson**  
Councilmember District 3

Alyssa Muto  
City Manager

Johanna Canlas  
City Attorney

Angela Ivey  
City Clerk

**CALL TO ORDER AND ROLL CALL:**

Mayor Heebner called the meeting to order at 5:00 p.m.

Present: Lesa Heebner, David A. Zito, Jewel Edson, Kristi Becker, Jill MacDonald  
 Absent: None  
 Also Present: Alyssa Muto, City Manager  
 Johanna Canlas, City Attorney

**PUBLIC COMMENT ON CLOSED SESSION ITEMS (ONLY):** None

*Report to Council Chambers and submit speaker slips to the City Clerk before the meeting recesses to closed session.*

**CLOSED SESSION:**

**1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Pursuant to Government Code Section 54956.9(d)(2)  
 One (1) Potential case.

**2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – added 1-13-25**

Pursuant to Government Code Section 54956.9(d)(2)  
 One (1) Potential case.

**ADJOURN:**

Mayor Heebner adjourned the meeting at 5:40 p.m.

Approved: \_\_\_\_\_  
 Angela Ivey, City Clerk



# CITY OF SOLANA BEACH

SOLANA BEACH CITY COUNCIL, SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY, PUBLIC FINANCING AUTHORITY, & HOUSING AUTHORITY

## ACTION MINUTES

Joint REGULAR Meeting

Wednesday, January 15, 2025 \* 6:00 p.m.

City Hall / Council Chambers, 635 S. Highway 101, Solana Beach, California

**Action Minutes contain formal actions taken at a City Council meeting.**



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### CITY COUNCILMEMBERS

**Lesa Heebner**  
Mayor

**Kristi Becker**  
Deputy Mayor / Councilmember District 2

**Jill MacDonald**  
Councilmember District 4

**David A. Zito**  
Councilmember District 1

**Jewel Edson**  
Councilmember District 3

Alyssa Muto  
City Manager

Johanna Canlas  
City Attorney

Angela Ivey  
City Clerk

### SPEAKERS:

Please submit your speaker slip to the City Clerk prior to the meeting or the announcement of the Item. Allotted times for speaking are outlined on the speaker's slip for Oral Communications, Consent, Public Hearings and Staff Reports.

### READING OF ORDINANCES AND RESOLUTIONS:

Pursuant to [Solana Beach Municipal Code](#) Section 2.04.460, at the time of introduction or adoption of an ordinance or adoption of a resolution, the same shall not be read in full unless after the reading of the title, further reading is requested by a member of the Council. If any Councilmember so requests, the ordinance or resolution shall be read in full. In the absence of such a request, this section shall constitute a waiver by the council of such reading.

### CALL TO ORDER AND ROLL CALL:

Mayor Heebner called the meeting to order at 6:00 p.m.

Present: Lesa Heebner, Jewel Edson, Kristi Becker, Jill MacDonald, David A. Zito

Absent: None

Also Alyssa Muto, City Manager

Present: Johanna Canlas, City Attorney  
Angela Ivey, City Clerk  
Dan King, Assistant City Manager  
Rachel Jacobs, Finance Dir.  
Dan Goldberg, Acting Dir. Engineering/Public Works

Joseph Lim, Community Development Dir.

**CLOSED SESSION REPORT:** None

**FLAG SALUTE:**

**APPROVAL OF AGENDA:**

**Motion:** Moved by Deputy Mayor Becker and second by Councilmember Zito to approve. **Approved 5/0.** Ayes: Heebner, Edson, Becker, MacDonald, Zito. Noes: None. Motion carried unanimously.

**PRESENTATIONS:** Ceremonial items that do not contain in-depth discussion and no action/direction.

- Santa Fe Irrigation District

Al Lau, General Manager, and Seth Gates, CFO, presented a PowerPoint (on file).

Fire Chief Josh Gordon shared additional information on Fire Preparedness

**ORAL COMMUNICATIONS:**

Comments relating to items on this evening's agenda are taken at the time the items are heard. This portion of the agenda provides an opportunity for members of the public to address the City Council on items relating to City business and not appearing on today's agenda by submitting a speaker slip (located on the back table) to the City Clerk. Pursuant to the Brown Act, no action shall be taken by the City Council on public comment items. Council may refer items to the City Manager for placement on a future agenda. The maximum time allotted for each presentation is THREE MINUTES. No donations of time are permitted (SBMC 2.04.190). Please be aware of the timer light on the Council Dais.

Diana Kutlow – Legislative Update from Senator Blakespear

**CITY COUNCIL COMMUNITY ANNOUNCEMENTS - COMMENTARY:**

*Mayor provided an update on Streetscape project on South Sierra/Acacia; Martin Luther King Closures for January 20<sup>th</sup>, 2025.*

**CITY MANAGER / CITY ATTORNEY REPORTS:**

*City Manager provided an update on the SANDAG LOSSAN Rail Realignment Project*

**A. CONSENT CALENDAR:** (Action Items) (A.1. - A.5.)

Items listed on the Consent Calendar are to be acted in a single action of the City Council unless pulled for discussion. Any member of the public may address the City Council on an item of concern by submitting to the City Clerk a speaker slip (located on the back table) before the Consent Calendar is addressed. Those items removed from the Consent Calendar by a member of the Council will be trailed to the end of the agenda, while Consent Calendar items removed by the public will be heard immediately after approval of the Consent Calendar to hear the public speaker.

*All speakers should refer to the public comment section at the beginning of the agenda for details. Please be aware of the timer light on the Council Dais.*

### **A.1. Minutes of the City Council.**

Recommendation: That the City Council

1. Approve the Minutes of the City Council meetings held on December 11, 2024.

**Motion:** Moved by Councilmember Edson and second by Deputy Mayor Becker to approve. **Approved 5/0.** Ayes: Heebner, Edson, Becker, MacDonald, Zito. Noes: None. Motion carried unanimously.

### **A.2. Register Of Demands.** (File 0300-30)

Recommendation: That the City Council

1. Ratify the list of demands for November 16, 2024 – December 13, 2024.

**Motion:** Moved by Councilmember Edson and second by Deputy Mayor Becker to approve. **Approved 5/0.** Ayes: Heebner, Edson, Becker, MacDonald, Zito. Noes: None. Motion carried unanimously.

### **A.3. Successor Agency Administrative Budget and Recognized Obligation Payment Schedule.** (File 0115-30)

Recommendation: That the City Council

1. Receive the Successor Agency's enforceable obligations payment information and administrative budget for the period July 1, 2025, to June 30, 2026.
2. Adopt **Resolution SA-033** approving the SA Administrative Budget for July 1, 2025, to June 30, 2026.
3. Adopt **Resolution SA-034** approving the ROPS 25-26 for July 1, 2025, to June 30, 2026.

**Motion:** Moved by Councilmember Edson and second by Deputy Mayor Becker to approve. **Approved 5/0.** Ayes: Heebner, Edson, Becker, MacDonald, Zito. Noes: None. Motion carried unanimously.

### **A.4. La Colonia Tot Lot Replacement Project Notice of Completion.** (File 0730-40)

Recommendation: That the City Council

1. Adopt **Resolution 2025-002:**
  - a. Authorizing the City Council to accept, as complete, the La Colonia Tot Lot Replacement, Bid No. 2023-08, constructed by Western Rim Constructors, Inc.
  - b. Authorizing the City Clerk to file a Notice of Completion.
  - c. Authorizing the City Manager to execute Amendment No. 5 to the Professional Services Agreement with Van Dyke Landscape Architects for the La Colonia Tot Lot Project.

**Motion:** Moved by Councilmember Edson and second by Deputy Mayor Becker to approve. **Approved 5/0.** Ayes: Heebner, Edson, Becker, MacDonald, Zito. Noes: None. Motion carried unanimously.

**A.5. Climate Action Commission Name Change.** (File 0120-65)

Recommendation: That the City Council

1. Adopt **Resolution 2025-003** to change the name of the Climate Action Commission to Climate & Resiliency Commission.

**Motion:** Moved by Councilmember Edson and second by Deputy Mayor Becker to approve. **Approved 5/0.** Ayes: Heebner, Edson, Becker, MacDonald, Zito. Noes: None. Motion carried unanimously.

**B. PUBLIC HEARINGS:** (B.1. – B.2.)

This portion of the agenda provides citizens an opportunity to express their views on a specific issue as required by law after proper noticing by submitting a speaker slip (located on the back table) to the City Clerk. After considering all of the evidence, including written materials and oral testimony, the City Council must make a decision supported by findings and the findings must be supported by substantial evidence in the record. An applicant or designee(s) for a private development/business project, for which the public hearing is being held, is allotted a total of fifteen minutes to speak, as per SBMC 2.04.210. A portion of the fifteen minutes may be saved to respond to those who speak in opposition. *All other speakers should refer to the public comment section at the beginning of the agenda for time allotment.* Please be aware of the timer light on the Council Dais.

**B.1. Fee Study and Cost Allocation Plan Updates.** (File 0390-23)

Recommendation: That the City Council

1. Conduct the Public Hearing
  - a. Open the Public Hearing
  - b. Report Council Disclosures
  - c. Receive Public Testimony
  - d. Close the Public Hearing
2. Consider the adoption of **Resolution 2025-001** updating the 2025 Fee Schedule.

Mayor Heebner opened the public hearing.

Council disclosures.

**Motion:** Moved by Councilmember Edson and second by Councilmember Zito to close the public hearing. **Approved 5/0.** Ayes: Heebner, Edson, Becker, MacDonald, Zito. Noes: None. Motion carried unanimously.

**Motion:** Moved by Councilmember Zito and second by Councilmember Edson to approve with modifications. **Approved 5/0.** Ayes: Heebner, Edson, Becker, MacDonald, Zito. Noes: None. Motion carried unanimously.

Mayor Heebner recessed the meeting at 7:50 p.m. for a break and reconvened at 7:58 p.m.

**B.2. Public Hearing: 701 Valley Ave., Applicant: Witcher and Peterson, Case: DRP22-010, SDP22-008, APN: 298-131-14** (File 0600-40)

The proposed project meets the minimum objective requirements under the SBMC, is consistent with the General Plan and may be found, as conditioned, to meet the discretionary findings required as discussed in this report to approve a DRP and SDP. Therefore, Staff recommends that the City Council:

1. Conduct the Public Hearing: Open the public hearing, Report Council disclosures, Receive public testimony, Close the public hearing.
2. Find the project exempt from the California Environmental Quality Act pursuant to Section 15303 of the State CEQA Guidelines.
3. If the City Council makes the requisite findings and approves the Project, adopt **Resolution 2024-120** conditionally approving a DRP and SDP for a Mixed-Use Development, Solana Beach.

Tiffany Wade, Assistant Planner, presented a PowerPoint (on file).

Mayor Heebner opened the public hearing.

Council disclosures.

Applicant

Daniel Witcher, Applicant, and Jenny An, project manager, presented a PowerPoint (on file).

View Assessment Claimant

Chad Arendsen spoke in opposition.

Speakers in Support:

Lisa Montes

Billy Rendler

Eric Jauch

Christina Jaeschke

Benjamin M. Dickson

Meredith Priestly

Paul McEneaney

Kevin Sotelo

Speakers in Opposition

Danny Hernandez

**Motion:** Moved by Councilmember Zito and second by Councilmember MacDonald to close the public hearing for the SDP. **Approved 5/0.** Ayes: Heebner, Edson, Becker, MacDonald, Zito. Noes: None. Motion carried unanimously.

**Motion:** Moved by Councilmember Zito and second by Councilmember MacDonald to approve the SDP only. **Approved 4/1 (No-Edson).** Ayes: Heebner, Becker, MacDonald, Zito. Noes: Edson. Motion carried.

**Motion:** Moved by Councilmember Zito and second by Councilmember Edson to re-open the public hearing for the DRP. **Approved 5/0.** Ayes: Heebner, Edson, Becker, MacDonald, Zito. Noes: None. Motion carried unanimously.

**Motion:** Moved by Councilmember Edson and second by Deputy Mayor Becker to continue the item to March 26, 2025. **Approved 5/0.** Ayes: Heebner, Edson, Becker, MacDonald, Zito. Noes: None. Motion carried unanimously.

**WORK PLAN COMMENTS:**

*Adopted June 26, 2024*

Councilmember Zito stated, that related to B.1. and how much fees are increasing, to consider reviewing the building permits to analyze how long they are taking to get to the Coastal Commission to see if we should consider extending the permit length, so applicants do not have to come back to Council for an extension, due to the potential delays occurring at the Coastal Commission.

**COMPENSATION & REIMBURSEMENT DISCLOSURE:**

GC: Article 2.3. Compensation: 53232.3. (a) Reimbursable expenses shall include, but not be limited to, meals, lodging, and travel. 53232.3 (d) Members of a legislative body shall provide brief reports on meetings attended at the expense of the local agency “City” at the next regular meeting of the legislative body.

**COUNCIL COMMITTEE REPORTS:** [Council Committees](#)

**REGIONAL COMMITTEES: (outside agencies, appointed by this Council)**

**STANDING COMMITTEES: (All Primary Members) (Permanent Committees)**

**CITIZEN COMMISSION(S)**

**ADJOURN:**

Mayor Heebner adjourned the meeting at 10:10 p.m.

Approved: \_\_\_\_\_

Angela Ivey, City Clerk





# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Alyssa Muto, City Manager  
**MEETING DATE:** January 29, 2025  
**ORIGINATING DEPT:** Finance – Rachel Jacobs, Finance Director  
**SUBJECT:** Register of Demands

## BACKGROUND:

Section 3.04.020 of the Solana Beach Municipal Code requires that the City Council ratify a register of demands which represents all financial demands made upon the City for the applicable period.

### Register of Demands: 12/14/2024 through 01/10/25

Check Register - Disbursement Fund (Attachment 1)		\$	4,233,012.40
Net Payroll Retiree Health	January 9, 2025		2,823.00
Net Payroll Council	January 9, 2025		5,191.66
Net Payroll Staff P13	December 20, 2024		234,522.23
Net Payroll Staff P12	January 3, 2025		260,713.45
<b>TOTAL</b>		\$	<b><u>4,736,262.74</u></b>

## DISCUSSION:

Staff certifies that the register of demands has been reviewed for accuracy, that funds are available to pay the above demands, and that the demands comply with the adopted budget.

## CEQA COMPLIANCE STATEMENT:

Not a project as defined by CEQA.

## FISCAL IMPACT:

The register of demands for December 14, 2024, through January 10, 2025, reflects total expenditures of \$4,736,262.74 from various City sources.

## WORK PLAN: N/A


CITY COUNCIL ACTION: \_\_\_\_\_  
 \_\_\_\_\_

**OPTIONS:**

- Ratify the register of demands.
- Do not ratify and provide direction.

**CITY STAFF RECOMMENDATION:**

Staff recommends that the City Council ratify the above register of demands.



Alyssa Muto, City Manager

Attachments:

1. Check Register – Disbursement Fund



# City of Solana Beach

## Register of Demands

12/14/2024 - 1/10/2025

Department Vendor	Description	Date	Check/EFT Number	Amount
<b>100 - GENERAL FUND</b>				
PAYMENTUS CORPORATION	NOVEMBER 24	12/19/2024	107639	\$909.49
LAS BRISAS CONDOMINIUM ASSOCIATION	RFND: GRD22-0011	12/19/2024	107632	\$471,270.25
FRANK & JANET FOSTER	RFND: SB0650837 OVERPAYMENT	12/19/2024	107629	\$5.00
OLEAMENDEZ RENE	RFND: SB0650672 OVERPAYMENT	12/19/2024	107638	\$10.00
DAVID JOSHUA & SHEILA KAY SMITH	RFND: SB0651102 OVERPAYMENT	12/19/2024	107620	\$42.50
KYLE PETERSON	RFND: FCCC 12/13/24	12/19/2024	107631	\$500.00
US BANK	EE REIMBURSED	12/19/2024	107614	\$2.00
MISSION SQUARE PLAN 302817	Payroll Run 1 - Warrant P13	12/19/2024	9001865	\$9,722.12
SOLANA BEACH FIREFIGHTERS ASSOC	Payroll Run 1 - Warrant P13	12/19/2024	9001869	\$900.00
PRE-PAID LEGAL SERVICES, INC	PPD LEGAL - DEC 24	12/19/2024	107640	\$25.90
IAFF-MERP	DEC 24 FF TRUST PAYMENT	12/19/2024	9001873	\$4,975.00
MISSION SQUARE PLAN 302817	Payroll Run 1 - Warrant P14	01/02/2025	9001874	\$19,057.16
SOLANA BEACH FIREFIGHTERS ASSOC	Payroll Run 1 - Warrant P14	01/02/2025	9001875	\$850.00
US BANK	EMPLOYEE REIMBURSEMENT	01/10/2025	107664	\$37.44
CALPERS	P13 PERS 12/20/24 PD (12/30/24 PERS)	12/30/2024	9123024	\$69,327.85
CALPERS	PC06 PERS 12/12/24 PD (01/06/25 PERS)	01/06/2025	9010625	\$871.39
MISSION SQUARE PLAN 302817	Payroll Run 2 - Warrant PC07	01/10/2025	9001881	\$3,449.70
COLORADO DEPARTMENT OF LABOR AND	FAMLI ID:1054221200-10/01/24-12/31/24	01/10/2025	9001880	\$167.77
SELF INSURED SERVICES COMPANY	JAN 25-LIFE & ADD INS	01/10/2025	9001877	\$1,331.40
SELF INSURED SERVICES COMPANY	JAN 25-SUPP LIFE INS	01/10/2025	9001877	\$370.00
SELF INSURED SERVICES COMPANY	JAN 25-LTD	01/10/2025	9001877	\$1,249.42
CALPERS	P14 PERS 01/03/25 PD (01/09/25 PERS)	01/09/2025	9010925	\$68,879.16
SELF INSURED SERVICES COMPANY	JAN 25-DENTAL	01/10/2025	9001878	\$3,297.30
AFLAC	DECEMBER 24	01/10/2025	107660	\$914.88
PAYMENTUS CORPORATION	OCTOBER 24	01/10/2025	107675	\$923.98
SAN DIEGO COUNTY SHERIFF'S DEPT.	OCT 24-TOW CREDIT/SB OVERTIME	01/10/2025	107678	(\$218.84)
STERLING HEALTH SERVICES, INC.	P13 FSA/DCA CONTRIBUTIONS	01/10/2025	9001889	\$2,113.34
STERLING HEALTH SERVICES, INC.	P13 FSA/DCA CONTRIBUTIONS	01/10/2025	9001889	\$1,824.08
<b>TOTAL GENERAL FUND</b>				<b>\$662,808.29</b>
<b>1005100 - CITY COUNCIL</b>				
SAN DIEGO COUNTY AIR POLLUTION CONTROL	RESO 2024-102 CONTBTN - AIR PURIFIERS	12/19/2024	107647	\$10,000.00
US BANK	CLOSED SESSION	12/19/2024	107613	\$118.32
US BANK	CLOSED SESSION	12/19/2024	107613	\$31.05
US BANK	CLOSED SESSION	12/19/2024	107613	\$118.54
US BANK	CLOSED SESSION	01/10/2025	107664	\$95.69
<b>TOTAL CITY COUNCIL</b>				<b>\$10,363.60</b>
<b>1005150 - CITY CLERK</b>				
CORODATA RECORDS MANAGEMENT, INC	SEP 24- STORAGE	12/19/2024	107617	\$1,342.79
CORODATA RECORDS MANAGEMENT, INC	OCT 24 - STORAGE	12/19/2024	107617	\$1,058.07
CORODATA RECORDS MANAGEMENT, INC	NOV 24 - STORAGE	12/19/2024	107617	\$1,080.48
US BANK	FY 25 CCAC MEMBERSHIP	12/19/2024	107613	\$250.00
US BANK	TRANSCRIPTION SERVICES	12/19/2024	107613	\$11.00

US BANK	TRANSCRIPTION SERVICES	12/19/2024	107613	\$53.00
US BANK	TRANSCRIPTION SERVICES	12/19/2024	107613	\$53.25
US BANK	TRANSCRIPTION SERVICES	12/19/2024	107613	\$14.75
US BANK	STORAGE BOXES	12/19/2024	107613	\$146.88
US BANK	TRANSCRIPTION SERVICES	12/19/2024	107613	\$24.00
US BANK	COLLAGE FRAMES/PLAQUE	01/10/2025	107664	\$240.94
US BANK	ADDITIONAL USER - CANVA	01/10/2025	107664	\$108.45
US BANK	TRANSCRIPTION SERVICES	01/10/2025	107664	\$30.50
US BANK	CLOSED SESSION	01/10/2025	107664	\$1.90
KFORCE INC.	11/28/24-TEMP SERVICES-CLRK	01/10/2025	9001882	\$655.00
KFORCE INC.	12/05/24-TEMP SERVICES-CLRK	01/10/2025	9001882	\$600.00
KFORCE INC.	12/19/24-TEMP SERVICES-CLK	01/10/2025	9001882	\$1,403.60
THE COAST NEWS	CITIZEN COMMISSION RECRUITMENT	01/10/2025	107667	\$315.00
DEL MAR BLUE PRINT COMPANY, INC.	POSTER	01/10/2025	107669	\$16.31
DEL MAR BLUE PRINT COMPANY, INC.	POSTER	01/10/2025	107669	\$22.84
DEL MAR BLUE PRINT COMPANY, INC.	CERTIFICATE	01/10/2025	107669	\$10.88
DEL MAR BLUE PRINT COMPANY, INC.	POSTER	01/10/2025	107669	\$16.31
STAPLES CONTRACT & COMMERCIAL	WALL CLOCK	01/10/2025	107683	\$30.55
PITNEY BOWES GLOBAL FINANCIAL SVC	LEASE-0012725773 - 10/30/24-01/29/25	01/10/2025	9001887	\$794.45

**TOTAL CITY CLERK****\$8,280.95****1005200 - CITY MANAGER**

US BANK	CLOSED SESSION	12/19/2024	107613	\$27.48
US BANK	RTFH CONFERENCE	12/19/2024	107613	\$54.37
US BANK	REGIONAL CLIMATE RECAP	12/19/2024	107613	\$28.52
US BANK	CALCITIES CONFERENCE	12/19/2024	107613	\$625.10
US BANK	CITY MANAGERS CONFERENCE FEE	12/19/2024	107613	\$50.00
US BANK	CCMF MEMBERSHIP	12/19/2024	107613	\$400.00
US BANK	CLOSED SESSION	12/19/2024	107613	\$32.65
US BANK	CITY MANAGERS CONFERENCE	12/19/2024	107613	\$775.00
US BANK	LCCC LODGING	12/19/2024	107613	\$645.44
US BANK	PUMPKIN CARVING CONTEST	01/10/2025	107664	\$69.90
US BANK	SENIOR HOLIDAY BASKET DRIVE	01/10/2025	107664	\$8.69
US BANK	CLOSED SESSION	01/10/2025	107664	\$18.49
US BANK	BADGE HOLDER/SPACE HEATER FOR CM	01/10/2025	107664	\$114.68

**TOTAL CITY MANAGER****\$2,850.32****1005250 - LEGAL SERVICES**

BURKE WILLIAMS & SORENSEN	96-0001-PROF SVC	12/19/2024	9001861	\$5,492.90
BURKE WILLIAMS & SORENSEN	96-0006-PROF SVC	12/19/2024	9001861	\$2,475.20
BURKE WILLIAMS & SORENSEN	96-0014-PROF SVC	12/19/2024	9001861	\$2,380.20
BURKE WILLIAMS & SORENSEN	96-0037.003-PROF SVC	12/19/2024	9001861	\$1,550.40
BURKE WILLIAMS & SORENSEN	96-0037.004-PROF SVC	12/19/2024	9001861	\$11.40
BURKE WILLIAMS & SORENSEN	OCT 24 - RETAINER	12/19/2024	9001861	\$13,441.00
US BANK	AU-CLOSED SESSION	12/19/2024	107613	\$21.77
BURKE WILLIAMS & SORENSEN	96-001.004-PROF SVC	01/10/2025	9001879	\$212.00
BURKE WILLIAMS & SORENSEN	96-0006-PROF SVC	01/10/2025	9001879	\$356.40
BURKE WILLIAMS & SORENSEN	96-0007-PROF SVC	01/10/2025	9001879	\$874.50
BURKE WILLIAMS & SORENSEN	96-0014-PROF SVC	01/10/2025	9001879	\$2,733.30
BURKE WILLIAMS & SORENSEN	96-0019-PROF SVC	01/10/2025	9001879	\$79.50
BURKE WILLIAMS & SORENSEN	96-0037.003-PROF SVC	01/10/2025	9001879	\$504.90
BURKE WILLIAMS & SORENSEN	96-0037.005-PROF SVC	01/10/2025	9001879	\$1,006.40
BURKE WILLIAMS & SORENSEN	RETAIN-PROF SVC	01/10/2025	9001879	\$15,000.00

**TOTAL LEGAL SERVICES****\$46,139.87****1005300 - FINANCE**

WILLDAN	NOV 24-USER FEE STUDY & COST ALLOCATION PLAN	12/19/2024	9001872	\$2,821.00
AMAZON.COM SALES, INC	16YK-CW7Q-DKNN- CALENDARS/DRY ERASE MARKERS	12/19/2024	9001860	\$66.81
AMAZON.COM SALES, INC	16YK-CW7Q-DKNN-DRY ERASE BOARDS	12/19/2024	9001860	\$18.48
AMAZON.COM SALES, INC	16YK-CW7Q-DKNN- CHAIR BACK SUPPORT	12/19/2024	9001860	\$27.18
AMAZON.COM SALES, INC	16YK-CW7Q-DKNN- ELECTRIC STAPLER	12/19/2024	9001860	\$23.10
AMAZON.COM SALES, INC	16YK-CW7Q-DKNN- ELECTRIC STAPLER	12/19/2024	9001860	\$22.50
AMAZON.COM SALES, INC	16YK-CW7Q-DKNN- CHAIR BACK SUPPORT	12/19/2024	9001860	\$29.95
US BANK	STAMPS	12/19/2024	107613	\$8.03
DAVIS FARR, LLP	NOV 24- AUDIT SERVICES	12/19/2024	107621	\$5,500.00
KOPPEL & GRUBER PUBLIC FINANCE	OCT-DEC 24-CRT ADMIN	01/10/2025	9001883	\$624.88
US BANK	CSMFO CONFERENCE	01/10/2025	107664	\$565.00
US BANK	HOTSPOT INTERNET SERVICE	01/10/2025	107664	\$170.00
UT SAN DIEGO - NRTH COUNTY	PH NTC-USER FEE SCHEDULE	01/10/2025	107684	\$524.93

**TOTAL FINANCE****\$10,401.86****1005350 - SUPPORT SERVICES**

CULLIGAN OF SAN DIEGO	NOV 24- WATER / DEC 24-EQUIPMENT-CH	12/19/2024	107619	\$173.50
CULLIGAN OF SAN DIEGO	DEC 24- EQUIPMENT	12/19/2024	107619	\$73.00
XEROX CORPORATION	NOV 24-XEROX -CLK	12/19/2024	107657	\$110.45
XEROX CORPORATION	NOV 24-XEROX -CLK	12/19/2024	107657	\$271.68
XEROX CORPORATION	NOV 24-XEROX -UPSTAIRS	12/19/2024	107657	\$171.96
XEROX CORPORATION	NOV 24-XEROX -UPSTAIRS	12/19/2024	107657	\$298.25
XEROX CORPORATION	NOV 24-XEROX -PLN/ENG	12/19/2024	107657	\$86.92
XEROX CORPORATION	NOV 24-XEROX -PLN/ENG	12/19/2024	107657	\$546.78
XEROX CORPORATION	NOV 24-XEROX FIERY -PLN/ENG	12/19/2024	107657	\$132.61
XEROX CORPORATION	NOV 24-XEROX FIERY -UPSTAIRS	12/19/2024	107657	\$132.61
XEROX CORPORATION	NOV 24-XEROX FIERY -CLK	12/19/2024	107657	\$122.84
AMAZON.COM SALES, INC	16YK-CW7Q-DKNN- HEAVY DUTY FASTENER STRIPS	12/19/2024	9001860	\$7.34
AMAZON.COM SALES, INC	16YK-CW7Q-DKNN- FILE FOLDERS	12/19/2024	9001860	\$27.84
AMAZON.COM SALES, INC	16YK-CW7Q-DKNN- FORKS/COFFEE/BNDR CLPS/SPNS/PLTS	12/19/2024	9001860	\$202.94
AMAZON.COM SALES, INC	16YK-CW7Q-DKNN- PLATES/TO-GO CONTAINERS	12/19/2024	9001860	\$85.91
AMAZON.COM SALES, INC	16YK-CW7Q-DKNN- HAND WASH	12/19/2024	9001860	\$22.77
AMAZON.COM SALES, INC	16YK-CW7Q-DKNN- SCISSORS/POST ITS/STAPLER REMOVERS	12/19/2024	9001860	\$58.49

**TOTAL SUPPORT SERVICES****\$2,525.89****1005400 - HUMAN RESOURCES**

US BANK	EXCEL COURSE	12/19/2024	107613	\$147.00
US BANK	PSHRA MEETING	12/19/2024	107613	\$35.00
US BANK	MS SERGEANT JOB POSTING	12/19/2024	107613	\$125.00
US BANK	EAP SUPPLIES	12/19/2024	107613	\$148.26
US BANK	FAX SERVICES	12/19/2024	107613	\$49.99
US BANK	GET WELL GIFTS STAFF (2)	12/19/2024	107613	\$207.41
US BANK	EAP LUNCHEON	12/19/2024	107613	\$1,434.42
US BANK	ROLLER MOUSE	12/19/2024	107613	\$303.41
US BANK	EAP LUNCHEON	12/19/2024	107613	\$514.47
US BANK	EMPLOYEE APPRECIATION PARTY	01/10/2025	107664	\$107.66
US BANK	PRINTER INK	01/10/2025	107664	\$79.27
US BANK	EMPLOYEE APPRECIATION PARTY	01/10/2025	107664	\$58.25
US BANK	EMPLOYEE ANIVERSARY PLAQUES	01/10/2025	107664	\$251.68

US BANK	FAX SERVICES	01/10/2025	107664	\$49.99
US BANK	LAW WEBINAR	01/10/2025	107664	\$100.00
US BANK	EMPLOYEE APPRECIATION PARTY	01/10/2025	107664	\$1,464.97
PRISM	JAN-MAR 25-PEPM 67 EMPLOYEES	01/10/2025	107676	\$737.67
DEPARTMENT OF JUSTICE	NOV 24-FINGERPRINT APPS	01/10/2025	107670	\$32.00
ANDREW MAGOON	REIMB: REPORTER TRAINING	01/10/2025	107661	\$8.99

**TOTAL HUMAN RESOURCES****\$5,855.44****1005450 - INFORMATION SERVICES**

CDW GOVERNMENT INC	ADOBE LICENSE RENEWAL	12/19/2024	9001863	\$9,614.00
US BANK	MISAC 2024 CONFERENCE	12/19/2024	107613	\$1,103.91
US BANK	CONSTANT CONTACT	12/19/2024	107613	\$98.00
BONNIE FRIEDEN	REIMB: CYBERSECURITY DEFENSE MNGMT-10/18/24	12/19/2024	107612	\$270.00
MANAGED SOLUTION	NOV 24-Office 365 and IT Support	12/19/2024	9001867	\$50.00
MANAGED SOLUTION	DEC 24-Office 365 and IT Support	12/19/2024	9001867	\$72.60
MANAGED SOLUTION	DEC 24-Office 365 and IT Support	12/19/2024	9001867	\$2,524.70
TING FIBER INC.	DEC 24-FIBER OPTICS-CITY FACILITIES	12/19/2024	9001871	\$3,249.00
360 GLOBAL TECHNOLOGY LLC	JAN 25-WEBSITE HOSTING	12/19/2024	9001856	\$600.00
US BANK	CONSTANT CONTACT	01/10/2025	107664	\$98.00
COX COMMUNICATIONS INC	0013410039730701 - 12/19/24-01/18/25	01/10/2025	107668	\$321.95

**TOTAL INFORMATION SERVICES****\$18,002.16****1005550 - PLANNING**

UT SAN DIEGO - NRTH COUNTY	PUB NTC: DRP24-002 - DRP24-009	12/19/2024	107653	\$721.24
UT SAN DIEGO - NRTH COUNTY	PUB NTC: DRP22-010 /SDP22-008	12/19/2024	107653	\$712.32
UT SAN DIEGO - NRTH COUNTY	PUB NTC: DRP24-014	12/19/2024	107653	\$694.47
CENTRAL SQUARE	TRAKIT ADD'L LICENSES	01/10/2025	107665	\$11,940.00

**TOTAL PLANNING****\$14,068.03****1005560 - BUILDING SERVICES**

ESGIL CORPORATION	JUL 23 - FIRE INSPECTION - FY24	12/19/2024	107626	\$760.00
AMAZON.COM SALES, INC	16YK-CW7Q-DKNN- DESK CALENDAR	12/19/2024	9001860	\$15.17
AMAZON.COM SALES, INC	16YK-CW7Q-DKNN- DESK CALENDAR	12/19/2024	9001860	\$13.37

**TOTAL BUILDING SERVICES****\$788.54****1005590 - CODE ENFORCEMENT**

WEX FLEET UNIVERSAL	11/08/24-12/07/24-AUTO FUEL	12/19/2024	107656	\$134.36
AMAZON.COM SALES, INC	16YK-CW7Q-DKNN- PENS/DESK MOUSEPAD/CITE BOOK	12/19/2024	9001860	\$30.27
AMAZON.COM SALES, INC	16YK-CW7Q-DKNN- PENS/DESK MOUSEPAD/CITE BOOK	12/19/2024	9001860	\$17.39
AMAZON.COM SALES, INC	16YK-CW7Q-DKNN- PENS/DESK MOUSEPAD/CITE BOOK	12/19/2024	9001860	\$43.39
EMBROIDERY IMAGE	EMBROIDERY BADGE #	12/19/2024	107624	\$31.30
US BANK	CAR WASH (2)	12/19/2024	107613	\$14.00
US BANK	UNIFORM EXPENSE	12/19/2024	107613	\$35.00
US BANK	STAMPS	12/19/2024	107613	\$73.00
US BANK	RECORDED DOCUMENT COPY	12/19/2024	107613	\$26.41
US BANK	UNIFORM	12/19/2024	107613	\$80.19
JOSEPH LIM	REIMB: MS CENTER RPLCMNT FILING W/SD CNTY	12/19/2024	107630	\$50.00
US BANK	UNIFORM JACKETS	01/10/2025	107664	\$98.87
US BANK	SAFETY VESTS	01/10/2025	107664	\$35.50
US BANK	CAR WASHES (2)	01/10/2025	107664	\$16.00
US BANK	DESK ORGANIZATION SUPPLIES	01/10/2025	107664	\$26.07

**TOTAL CODE ENFORCEMENT****\$711.75**

**1006110 - LAW ENFORCEMENT**

SAN DIEGO COUNTY SHERIFF'S DEPT.	OCT 24-LAW ENFORCEMENT	01/10/2025	107678	\$425,621.14
SAN DIEGO COUNTY SHERIFF'S DEPT.	OCT 24-TOW CREDIT/SB OVERTIME	01/10/2025	107678	\$416.77

**TOTAL LAW ENFORCEMENT****\$426,037.91****1006120 - FIRE DEPARTMENT**

WEX FLEET UNIVERSAL	11/08/24-12/07/24-AUTO FUEL	12/19/2024	107656	\$131.03
STREAMLINE AUTOMATION SYSTEMS, LLC	STREAMLINE PORTAL LICENSE/CLOUD/SUPPORT	12/19/2024	107651	\$2,528.00
US BANK	HYDRANT KEY	12/19/2024	107613	\$17.39
US BANK	PAINTERS TAPE/EXTENSION CORD	12/19/2024	107613	\$19.53
US BANK	RAZOR BLADE SCRAPER	12/19/2024	107613	\$13.04
US BANK	PAINTERS TAPE	12/19/2024	107613	\$40.23
US BANK	FS DRYER REPAIR	12/19/2024	107613	\$331.20
US BANK	PAINT FOR LINE STRIPPING	12/19/2024	107613	\$76.88
US BANK	FLAG FOR FS	12/19/2024	107613	\$91.50
US BANK	FACE MASK IDENTIFIERS	12/19/2024	107613	\$359.82
US BANK	NOISE CANCELLING HEADPHONES	12/19/2024	107613	\$21.74
US BANK	FS SUPPLIES	12/19/2024	107613	\$872.59
US BANK	VARIOUS STATION SUPPLIES	12/19/2024	107613	\$32.24
US BANK	CLEANING SUPPLIES	12/19/2024	107613	\$45.46
US BANK	LEAF AND LAWN BAGS	12/19/2024	107613	\$32.52
US BANK	ICE BUCKET	12/19/2024	107613	\$60.15
US BANK	FS WATER	12/19/2024	107613	\$91.68
US BANK	WASTE BASKET	12/19/2024	107613	\$27.14
US BANK	SPILL ABSORBENT	12/19/2024	107613	\$114.18
US BANK	FUEL	12/19/2024	107613	\$576.84
US BANK	LADDER GUIDE	12/19/2024	107613	\$59.74
US BANK	RAIN JACKETS	12/19/2024	107613	\$827.33
CULLIGAN OF SAN DIEGO	DEC 24- JAN 25- REVERSE OSMOSIS	12/19/2024	107619	\$9.95
VERIZON WIRELESS-SD	962428212-00001 - 10/29/24-11/28/24	12/19/2024	107654	\$729.32
FIRECATT, LLC	FIRE HOSE TESTING	12/19/2024	107628	\$2,260.50
REGIONAL COMMS SYS, MS 056 - RCS	NOV 24- CAP CODE	12/19/2024	107642	\$32.50
ACE UNIFORMS LLC	BOOTS/BELT	12/19/2024	9001857	\$448.13
ACE UNIFORMS LLC	BELT	12/19/2024	9001857	\$25.85
ACE UNIFORMS LLC	SOFTSHELL/SHIRTS/PANTS/PATCH	12/19/2024	9001857	\$1,317.33
AMERICAN 3B SCIENTIFIC LP	TACTICAL MEDICINE TECH-JAN 27-31 2025	12/19/2024	107650	\$2,500.00
L. N. CURTIS & SONS INC	CHAINSAW CHAPS/SHUT OFF CLAMPS/FIRE RFAK	12/19/2024	107635	\$4,562.44
AFECO INC	REPLACEMENTS/RESTICHING/PATCHES/CLEANING	12/19/2024	107648	\$1,353.50
NORTHWEST RIVER SUPPLIES INC	STROBE LED	12/19/2024	107637	\$113.28
TORREY PINES BUILDING & SIGNAGE INC	HELMET LETTERING-FS	01/10/2025	107682	\$740.46

**TOTAL FIRE DEPARTMENT****\$20,463.49****1006130 - ANIMAL CONTROL**

SAN DIEGO HUMANE SOCIETY & S.P.C.A.	DEC 24-ANIMAL SERVICES	12/19/2024	107645	\$7,603.00
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**TOTAL ANIMAL CONTROL****\$7,603.00****1006170 - MARINE SAFETY**

WEX FLEET UNIVERSAL	11/08/24-12/07/24-AUTO FUEL	12/19/2024	107656	\$847.24
US BANK	SUNGLASSES	12/19/2024	107613	\$114.00
US BANK	E-BIKE REPAIR	12/19/2024	107613	\$40.00
US BANK	SCREWS	12/19/2024	107613	\$2.06
US BANK	GATORATE FOR STAFF (HEAT WAVE)	12/19/2024	107613	\$38.94
US BANK	SCHEDULING SOFTWARE	12/19/2024	107613	\$246.40
US BANK	CLEANING SUPPLIES	12/19/2024	107613	\$81.63

US BANK	SEASONAL EE CPR LICENSES	12/19/2024	107613	\$275.00
US BANK	HQ SUPPLIES	12/19/2024	107613	\$44.24
US BANK	HQ SUPPLIES	12/19/2024	107613	\$29.26
US BANK	HQ SUPPLIES	12/19/2024	107613	\$38.33
US BANK	PWC 2492 SERVICE	12/19/2024	107613	\$800.00
US BANK	EMR RECERTIFICATIONS (5)	12/19/2024	107613	\$215.00
US BANK	TANKS FILL CARD/TANK BOOT	12/19/2024	107613	\$309.86
US BANK	BLS RECERTIFICATIONS (3)	12/19/2024	107613	\$75.00
US BANK	DIVE TRAILER ITEMS	12/19/2024	107613	\$104.18
US BANK	CAULKING FOR TRAILER	12/19/2024	107613	\$7.92
US BANK	MISC TRAILER SUPPLIES	12/19/2024	107613	\$86.43
US BANK	PAINTING PREP SUPPLIES	12/19/2024	107613	\$24.52
US BANK	ANCHOR SUPPLIES	12/19/2024	107613	\$136.91
VERIZON WIRELESS-SD	962428212-00001 - 10/29/24-11/28/24	12/19/2024	107654	\$152.04
SAN DIEGO COMMUNITY COLLEGE DISTRICT	PUBLIC SAFETY JOB FAIR REGISTRATION	12/19/2024	107644	\$75.00
US BANK	STAFF WETSUITS	01/10/2025	107664	\$1,413.76
US BANK	SCHEDULING SOFTWARE	01/10/2025	107664	\$246.40
US BANK	2025 TIDE BOOKS	01/10/2025	107664	\$662.65
US BANK	PRINTER INK	01/10/2025	107664	\$127.12
US BANK	RESCUE SLED REPLACEMENT PARTS	01/10/2025	107664	\$270.63
US BANK	TARP FOR LARGE ITEM REMOVAL	01/10/2025	107664	\$14.18
US BANK	BLS/CPR CERTIFICATION	01/10/2025	107664	\$25.00
US BANK	TOW STRAPS	01/10/2025	107664	\$52.18
US BANK	SUNGLASSES	01/10/2025	107664	\$150.00
US BANK	CABLE PULLER	01/10/2025	107664	\$76.33
US BANK	BINOCULAR REPAIR	01/10/2025	107664	\$340.08
US BANK	SMALL TOOLS	01/10/2025	107664	\$69.57
US BANK	PLYWOOD FOR TRAILER SHELVING	01/10/2025	107664	\$73.14
US BANK	POWERTOOLS AND BITS/BLADES/DRILLS	01/10/2025	107664	\$626.30
US BANK	SUNGLASSES	01/10/2025	107664	\$149.77
<b>TOTAL MARINE SAFETY</b>				<b>\$8,041.07</b>
<b>1006510 - ENGINEERING</b>				
WEST COAST CIVIL, INC	NOV 24-PROF SERVICES	12/19/2024	107655	\$2,000.00
VERIZON WIRELESS-SD	362455526-00001 - 11/02/24-12/01/24	12/19/2024	107654	\$53.11
UT SAN DIEGO - NRTH COUNTY	PUB HRNG: CDBG ADA RAMPS	12/19/2024	107653	\$539.80
WEX FLEET UNIVERSAL	11/08/24-12/07/24-AUTO FUEL	12/19/2024	107656	\$163.10
US BANK	APWA CONFERENCE LODGING	12/19/2024	107613	\$2,727.00
US BANK	SENIOR ENG INTERVIEW PANEL LUNCH	12/19/2024	107613	\$88.74
US BANK	WATER IN THE REGION LUNCHEON (2)	12/19/2024	107613	\$120.00
US BANK	APWA LUNCHEON	12/19/2024	107613	\$30.00
BILL SMITH FOREIGN CAR SERVICE INC	TRANSMISSION COOLER REPLACED	01/10/2025	107663	\$727.18
BILL SMITH FOREIGN CAR SERVICE INC	OIL CHANGE	01/10/2025	107663	\$70.08
<b>TOTAL ENGINEERING</b>				<b>\$6,519.01</b>
<b>1006520 - ENVIRONMENTAL SERVICES</b>				
MISSION LINEN & UNIFORM INC	FY25 UNIFORM SERVICES FOR PUBLIC WORKS	12/19/2024	107636	\$14.81
VERIZON WIRELESS-SD	362455526-00001 - 11/02/24-12/01/24	12/19/2024	107654	\$53.11
WEX FLEET UNIVERSAL	11/08/24-12/07/24-AUTO FUEL	12/19/2024	107656	\$474.46
SANTA FE IRRIGATION DISTRICT	005506-014 - 11/02/24-12/02/24	12/19/2024	107646	\$184.54
DOG WASTE DEPOT	DOG WASTE BAGS	12/19/2024	107623	\$2,482.17
US BANK	RECYCLING BINS (2)	12/19/2024	107613	\$280.28
US BANK	CAR WASH	12/19/2024	107613	\$11.50



US BANK	CAR WASH	12/19/2024	107613	\$10.25
IDRAINS LLC	H-STORMDRAIN MAINT AND VIDEO INSPECTIONS	01/10/2025	107659	\$1,700.00
MISSION LINEN & UNIFORM INC	FY25 UNIFORM SERVICES FOR PUBLIC WORKS Q3-	01/10/2025	107674	\$14.81
SAN ELIJO JPA	FY25 OPERATIONS & MAINTENANCE	01/10/2025	107680	\$3,139.00
<b>TOTAL ENVIRONMENTAL SERVICES</b>				<b>\$8,364.93</b>
<b>1006530 - STREET MAINTENANCE</b>				
MISSION LINEN & UNIFORM INC	FY25 UNIFORM SERVICES FOR PUBLIC WORKS	12/19/2024	107636	\$24.06
VERIZON WIRELESS-SD	362455526-00001 - 11/02/24-12/01/24	12/19/2024	107654	\$53.11
BIT PROS INC	ENGINE SERVICE	12/19/2024	107611	\$903.27
JOSE GARCIA	MILEAGE-12/7/24 & 12/8/24	12/19/2024	9001866	\$80.40
BFS GROUP OF CALIFORNIA LLC	HEX NUT/WASHERS/DRILL BIT SET	12/19/2024	107622	\$67.39
WEX FLEET UNIVERSAL	11/08/24-12/07/24-AUTO FUEL	12/19/2024	107656	\$429.99
SANTA FE IRRIGATION DISTRICT	011695-000 - 11/02/24-12/02/24	12/19/2024	107646	\$91.05
US BANK	SMOG TESTS (5)	12/19/2024	107613	\$249.75
US BANK	PENS/NOTEPADS	12/19/2024	107613	\$32.56
US BANK	FIRE RESISTANT BIB OVERALLS	01/10/2025	107664	\$98.24
US BANK	3/8IN DRIVE SET	01/10/2025	107664	\$107.66
US BANK	PLUMBING SUPPLIES	01/10/2025	107664	\$57.82
US BANK	WASHER FLUID ADDITIVE	01/10/2025	107664	\$13.58
US BANK	12V BATTERY	01/10/2025	107664	\$71.35
MISSION LINEN & UNIFORM INC	FY25 UNIFORM SERVICES FOR PUBLIC WORKS	01/10/2025	107674	\$24.07
NISSHO OF CALIFORNIA	NOV 24- CITY-WIDE LANDSCAPE	01/10/2025	9001886	\$2,178.16
SAN DIEGO CNTY VECTOR CNTROL PROGRM	SD10127 - FY24/25 -VECTOR CONTROL ASSMNT	01/10/2025	107677	\$180.23
<b>TOTAL STREET MAINTENANCE</b>				<b>\$4,662.69</b>
<b>1006540 - TRAFFIC SAFETY</b>				
CHEN RYAN ASSOCIATES	NOV 24- TRAFFIC CONSULTING	12/19/2024	107615	\$2,183.75
VERIZON WIRELESS-SD	362455526-00001 - 11/02/24-12/01/24	12/19/2024	107654	\$37.93
ALL CITY MANAGEMENT SERVICES, INC	CROSSING GUARDS-11/24/24-12/07/24	12/19/2024	9001858	\$6,460.94
ALL CITY MANAGEMENT SERVICES, INC	CROSSING GUARDS- 12/08/24-12/21/24	01/10/2025	9001876	\$11,578.13
YUNEX LLC	OCT 24-TRAFFIC SIGNAL & SAFETY LIGHT MAINT/REPAIR	01/10/2025	9001891	\$1,517.00
YUNEX LLC	OCT 24-TRAFFIC SIGNAL & SAFETY LIGHT MAINT/REPAIR	01/10/2025	9001891	\$1,155.84
TRAFFIC SUPPLY, INC	SIGNS	01/10/2025	9001890	\$201.15
<b>TOTAL TRAFFIC SAFETY</b>				<b>\$23,134.74</b>
<b>1006550 - STREET CLEANING</b>				
PRIDE INDUSTRIES	NOV 24-TRASH ABATEMENT SERVICES	12/19/2024	107641	\$1,748.00
SANTA FE IRRIGATION DISTRICT	011695-000 - 11/02/24-12/02/24	12/19/2024	107646	\$53.48
<b>TOTAL STREET CLEANING</b>				<b>\$1,801.48</b>
<b>1006560 - PARK MAINTENANCE</b>				
MISSION LINEN & UNIFORM INC	FY25 UNIFORM SERVICES FOR PUBLIC WORKS	12/19/2024	107636	\$17.59
VERIZON WIRELESS-SD	362455526-00001 - 11/02/24-12/01/24	12/19/2024	107654	\$75.87
WEX FLEET UNIVERSAL	11/08/24-12/07/24-AUTO FUEL	12/19/2024	107656	\$88.96
SANTA FE IRRIGATION DISTRICT	005979-005:10/02/24-12/03/24	12/19/2024	107646	\$432.01
SANTA FE IRRIGATION DISTRICT	005506-018 - 11/02/24-12/02/24	12/19/2024	107646	\$311.35
SANTA FE IRRIGATION DISTRICT	005506-019 - 11/02/24-12/02/24	12/19/2024	107646	\$539.63
US BANK	PORTABLE FACILITES RENTAL	12/19/2024	107613	\$701.02
US BANK	TIRES FORD F-150	01/10/2025	107664	\$674.99
US BANK	TOW SERVICE	01/10/2025	107664	\$228.80
US BANK	TIRES FORD F 250	01/10/2025	107664	\$723.58
US BANK	ENVIROMENTAL SERVICES	01/10/2025	107664	\$258.31

MISSION LINEN & UNIFORM INC	FY25 UNIFORM SERVICES FOR PUBLIC WORKS	01/10/2025	107674	\$17.59
NISSHO OF CALIFORNIA	NOV 24-AS NEEDED LANDSCAPING SERVICES	01/10/2025	9001886	\$225.00
NISSHO OF CALIFORNIA	NOV 24- AS NEEDED LANDSCAPING SERVICES	01/10/2025	9001886	\$158.42
NISSHO OF CALIFORNIA	NOV 24- AS NEEDED LANDSCAPING SERVICES	01/10/2025	9001886	\$300.00
NISSHO OF CALIFORNIA	NOV 24- AS NEEDED LANDSCAPING SERVICES	01/10/2025	9001886	\$755.21
NISSHO OF CALIFORNIA	NOV 24- CITY-WIDE LANDSCAPE	01/10/2025	9001886	\$8,512.83
HD SUPPLY, INC.	LINERS/BLEACH	01/10/2025	107672	\$1,279.06

**TOTAL PARK MAINTENANCE****\$15,300.22****1006570 - PUBLIC FACILITIES**

PRIDE INDUSTRIES	NOV 24-TRASH ABATEMENT SERVICES	12/19/2024	107641	\$1,748.00
CALIFORNIA OFFICE CLEANING, INC	NOV 24- JANITORIAL/CUSTODIAL SVC	12/19/2024	9001862	\$9,905.00
24 HOUR ELEVATOR, INC	DEC 24- ELEVATOR PREVENTATIVE MAINT/REPAIR	12/19/2024	107609	\$204.20
LEE'S LOCK & SAFE INC	REKEY/REPAIR HARDWARE	12/19/2024	107633	\$230.23
ALL THE KING'S FLAGS	CITY BANNERS/FLAGS	12/19/2024	107658	\$1,232.64
BFS GROUP OF CALIFORNIA LLC	SPOT REMOVER/NUT DRIVER BITS	12/19/2024	107622	\$34.23
BFS GROUP OF CALIFORNIA LLC	SCREWDRIVER BIT/GLOVES/KNEELING MAT/BIT SET	12/19/2024	107622	\$117.67
WEX FLEET UNIVERSAL	11/08/24-12/07/24-AUTO FUEL	12/19/2024	107656	\$148.27
US BANK	10 OFFICE CHAIRS	12/19/2024	107613	\$1,304.89
US BANK	LIGHTBLUBS	12/19/2024	107613	\$13.00
US BANK	PAINT	12/19/2024	107613	\$794.64
US BANK	BELT SANDER	12/19/2024	107613	\$151.90
US BANK	HANDSANITIZER	01/10/2025	107664	\$23.10
US BANK	PAINT	01/10/2025	107664	\$258.59
NISSHO OF CALIFORNIA	NOV 24- CITY-WIDE LANDSCAPE	01/10/2025	9001886	\$3,729.31
SAN ELIJO JPA	Q3-FY25 OPERATIONS & MAINTENANCE	01/10/2025	107680	\$4,389.00
BFS GROUP OF CALIFORNIA LLC	SAW CURVED/EXTENSION CORD	01/10/2025	107671	\$68.93
CINTAS CORPORATION NO. 2	FIRST AID SUPPLIES-CH	01/10/2025	107666	\$386.62

**TOTAL PUBLIC FACILITIES****\$24,740.22****1007100 - COMMUNITY SERVICES**

AMAZON.COM SALES, INC	16YK-CW7Q-DKNN- DESK CALENDAR	12/19/2024	9001860	\$28.26
US BANK	KM-WORLD KINDNESS DAY SUPPLIES	01/10/2025	107664	\$184.83
US BANK	KM-WORLD KINDNESS DAY SUPPLIES	01/10/2025	107664	\$210.57

**TOTAL COMMUNITY SERVICES****\$423.66****1007110 - GF-RECREATION**

SUNBELT RENTALS, INC.	MAN LIFT FOR TREE INSTALL	12/19/2024	107652	\$813.95
WEX FLEET UNIVERSAL	11/08/24-12/07/24-AUTO FUEL	12/19/2024	107656	\$96.38
US BANK	TREE DECORATIONS	12/19/2024	107613	\$57.71
US BANK	TREE DECORATIONS	12/19/2024	107613	\$43.46
US BANK	STAFF WORKSHOP REGISTRATION	01/10/2025	107664	\$40.00
US BANK	CONFERENCE REGISTRATION	01/10/2025	107664	\$675.00
US BANK	TREE DECORATIONS	01/10/2025	107664	\$71.54
US BANK	VETERANS DAY REFRESHMENTS	01/10/2025	107664	\$288.64
US BANK	TREE LIGHTING EVENT SUPPLIES	01/10/2025	107664	\$70.99
US BANK	LIGHTS FOR FC TREE	01/10/2025	107664	\$254.41
US BANK	CONFERENCE TRAVEL	01/10/2025	107664	\$283.96
US BANK	TREE LIGHTING EVENT SUPPLIES	01/10/2025	107664	\$56.80
BRIDGET AUGUSTA	REIMB: TREE LIGHT SUPPLIES	01/10/2025	107662	\$185.55

**TOTAL GF-RECREATION****\$2,938.39****1205460 - SELF INSURANCE RETENTION**

US BANK	OFFICE CHAIR	12/19/2024	107613	\$1,136.76
GEORGE HILLS COMPANY, INC.	GL CLAIMS SERVICES	12/19/2024	9001864	\$510.00

YUNEX LLC	CR24.902-DAMAGE TO POLE	01/10/2025	9001891	\$2,298.25
NISSHO OF CALIFORNIA	C24.1104-TREE DAMAGE	01/10/2025	9001886	\$1,855.81
<b>TOTAL SELF INSURANCE RETENTION</b>				<b>\$5,800.82</b>
<b>1255465 - WORKERS COMPENSATION</b>				
CORVEL ENTERPRISE COMP INC.	NOV 24-CLAIMS SERVICES	12/19/2024	107618	\$250.00
<b>TOTAL WORKERS COMPENSATION</b>				<b>\$250.00</b>
<b>1356120 - ASSET REPLACEMENT-FIRE</b>				
SOUTH COAST FIRE EQUIPMENT, INC.	FIRE TRUCK PURCHASE	12/19/2024	107649	\$1,744,602.34
<b>TOTAL ASSET REPLACEMENT-FIRE</b>				<b>\$1,744,602.34</b>
<b>1605360 - OPEB OBLIGATION</b>				
MIDAMERICA	JANUARY 25	01/10/2025	9001885	\$8,225.00
<b>TOTAL OPEB OBLIGATION</b>				<b>\$8,225.00</b>
<b>2037510 - HIGHWAY 101 LANDSC #33</b>				
KOPPEL & GRUBER PUBLIC FINANCE	OCT-DEC 24-CRT ADMIN	01/10/2025	9001883	\$820.17
NISSHO OF CALIFORNIA	NOV 24- CITY-WIDE LANDSCAPE	01/10/2025	9001886	\$1,456.03
<b>TOTAL HIGHWAY 101 LANDSC #33</b>				<b>\$2,276.20</b>
<b>2047520 - MID 9C SANTA FE HILLS</b>				
SANTA FE IRRIGATION DISTRICT	005979-006:10/02/24-12/03/24	12/19/2024	107646	\$1,579.62
SANTA FE IRRIGATION DISTRICT	005979-007:10/02/24-12/03/24	12/19/2024	107646	\$1,498.42
SANTA FE IRRIGATION DISTRICT	005979-009:10/02/24-12/03/24	12/19/2024	107646	\$895.22
SANTA FE IRRIGATION DISTRICT	005979-010:10/02/24-12/03/24	12/19/2024	107646	\$621.11
SANTA FE IRRIGATION DISTRICT	005979-011:10/02/24-12/03/24	12/19/2024	107646	\$603.71
SANTA FE IRRIGATION DISTRICT	005979-012:10/02/24-12/03/24	12/19/2024	107646	\$157.11
SANTA FE IRRIGATION DISTRICT	005979-014 - 11/02/24-12/02/24	12/19/2024	107646	\$460.61
SANTA FE IRRIGATION DISTRICT	005979-015 - 11/02/24-12/02/24	12/19/2024	107646	\$324.52
SANTA FE IRRIGATION DISTRICT	005979-016 - 11/02/24-12/02/24	12/19/2024	107646	\$166.48
SANTA FE IRRIGATION DISTRICT	005979-017 - 11/02/24-12/02/24	12/19/2024	107646	\$48.81
SANTA FE IRRIGATION DISTRICT	005979-018 - 11/02/24-12/02/24	12/19/2024	107646	\$70.76
SANTA FE IRRIGATION DISTRICT	005979-019 - 11/02/24-12/02/24	12/19/2024	107646	\$114.66
SANTA FE IRRIGATION DISTRICT	005979-020 - 11/02/24-12/02/24	12/19/2024	107646	\$263.06
SANTA FE IRRIGATION DISTRICT	005979-021 - 11/02/24-12/02/24	12/19/2024	107646	\$306.96
SANTA FE IRRIGATION DISTRICT	005979-022 - 11/02/24-12/02/24	12/19/2024	107646	\$328.91
SANTA FE IRRIGATION DISTRICT	005979-023 - 11/02/24-12/02/24	12/19/2024	107646	\$267.45
SANTA FE IRRIGATION DISTRICT	005979-024 - 11/02/24-12/02/24	12/19/2024	107646	\$368.42
SANTA FE IRRIGATION DISTRICT	005979-025 - 11/02/24-12/02/24	12/19/2024	107646	\$372.81
SANTA FE IRRIGATION DISTRICT	005979-026 - 11/02/24-12/02/24	12/19/2024	107646	\$394.76
KOPPEL & GRUBER PUBLIC FINANCE	OCT-DEC 24-CRT ADMIN	01/10/2025	9001883	\$54.69
SANTA FE HILLS HOA	JAN 25- SANTA FE HILLS HOA MID	01/10/2025	9001888	\$18,625.00
SANTA FE IRRIGATION DISTRICT	005979-029 - 10/16/24-12/17/24	01/10/2025	107681	\$872.02
<b>TOTAL MID 9C SANTA FE HILLS</b>				<b>\$28,395.11</b>
<b>2057530 - MID 9E ISLA VERDE</b>				
KOPPEL & GRUBER PUBLIC FINANCE	OCT-DEC 24-CRT ADMIN	01/10/2025	9001883	\$28.12
ISLA VERDE HOA	JAN 25- ISLA VERDE HOA MID	01/10/2025	107673	\$433.33
<b>TOTAL MID 9E ISLA VERDE</b>				<b>\$461.45</b>
<b>2077550 - MID 9H SAN ELIJO #2</b>				
KOPPEL & GRUBER PUBLIC FINANCE	OCT-DEC 24-CRT ADMIN	01/10/2025	9001883	\$29.68
SAN ELIJO HILLS II HOA	JAN 25- SAN ELIJO HOA MID	01/10/2025	107679	\$11,100.00
<b>TOTAL MID 9H SAN ELIJO #2</b>				<b>\$11,129.68</b>
<b>2087580 - COASTAL RAIL TRAIL MAINT</b>				
SANTA FE IRRIGATION DISTRICT	005506-020 - 11/02/24-12/02/24	12/19/2024	107646	\$3,018.49

NISSHO OF CALIFORNIA	NOV 24- CITY-WIDE LANDSCAPE	01/10/2025	9001886	\$11,528.29
<b>TOTAL COASTAL RAIL TRAIL MAINT</b>				<b>\$14,546.78</b>
<b>2117600 - STREET LIGHTING DISTRICT</b>				
VERIZON WIRELESS-SD	362455526-00001 - 11/02/24-12/01/24	12/19/2024	107654	\$15.17
YUNEX LLC	OCT 24-TRAFFIC SIGNAL & SAFETY LIGHT MAINT/REPAIR	01/10/2025	9001891	\$1,613.75
<b>TOTAL STREET LIGHTING DISTRICT</b>				<b>\$1,628.92</b>
<b>2135550 - DEVELOPER PASS-THRU- PLANNING</b>				
LAURIE LEVINE	DEC 24-LANDSCAPE PLAN REVIEW & INSPECTIONS	01/10/2025	9001884	\$700.00
LAURIE LEVINE	DEC 24-LANDSCAPE PLAN REVIEW & INSPECTIONS	01/10/2025	9001884	\$218.75
LAURIE LEVINE	DEC 24-LANDSCAPE PLAN REVIEW & INSPECTIONS	01/10/2025	9001884	\$350.00
LAURIE LEVINE	DEC 24-LANDSCAPE PLAN REVIEW & INSPECTIONS	01/10/2025	9001884	\$218.75
LAURIE LEVINE	DEC 24-LANDSCAPE PLAN REVIEW & INSPECTIONS	01/10/2025	9001884	\$218.75
LAURIE LEVINE	DEC 24-LANDSCAPE PLAN REVIEW & INSPECTIONS	01/10/2025	9001884	\$262.50
<b>TOTAL DEVELOPER PASS-THRU- PLANNING</b>				<b>\$1,968.75</b>
<b>2146120 - FIRE MITIGATION FEES</b>				
FIRE ETC.	BOOTS	12/19/2024	107627	\$1,489.88
AFECO INC	RENTAL TURNOUT SET	12/19/2024	107648	\$538.75
ACE UNIFORMS LLC	BOOTS	12/19/2024	9001857	\$204.71
ACE UNIFORMS LLC	BOOTS	12/19/2024	9001857	\$292.26
ACE UNIFORMS LLC	SHIRS/PANTS/PATCHES	12/19/2024	9001857	\$675.02
<b>TOTAL FIRE MITIGATION FEES</b>				<b>\$3,200.62</b>
<b>2465200 - MISC GRANTS - CM</b>				
SOLANA CENTER FOR ENVIRONMENTAL	NOV 24-FOOD RECOVERY TA AND OUTREACH	12/19/2024	9001870	\$3,426.79
AMAZON.COM SALES, INC	16YK-CW7Q-DKNN- COFFEE CUPS	12/19/2024	9001860	\$28.53
US BANK	RSWA-EEP ECO FRIENDLY SUPPLIES	01/10/2025	107664	\$3,079.55
<b>TOTAL MISC GRANTS - CM</b>				<b>\$6,534.87</b>
<b>2505570 - COASTAL BUSINESS/VISITORS</b>				
US BANK	FOOD HANDLERS PERMIT-DIA DE LOS MUERTOS	12/19/2024	107613	\$369.00
YURIY AKOPOV	TEMP ART PROGRAM	01/10/2025	107685	\$3,000.00
<b>TOTAL COASTAL BUSINESS/VISITORS</b>				<b>\$3,369.00</b>
<b>2556180 - CAMP PROGRAMS</b>				
US BANK	STICKERS FOR JG PROMOTION	12/19/2024	107613	\$205.54
<b>TOTAL CAMP PROGRAMS</b>				<b>\$205.54</b>
<b>2706120 - PUBLIC SAFETY- FIRE</b>				
US BANK	OFFICE CHAIRS	12/19/2024	107613	\$948.30
US BANK	CSA.17 NARC VAULT SUPPLIES	12/19/2024	107613	\$139.28
US BANK	FS CHAIRS	12/19/2024	107613	\$264.81
VERIZON WIRELESS-SD	962428212-00001 - 10/29/24-11/28/24	12/19/2024	107654	\$114.03
NATIONWIDE MEDICAL SURGICAL INC	CSA.17-FENTANYL CITRATE	12/19/2024	9001868	\$131.90
LINDSAY VAMPOLA	CSA.17-ALS SKILLS & ECPR 10/02/24-10/17/24	12/19/2024	107634	\$336.00
RYAN PESTER	REIMB: STRIKETM-MOUNTAIN FIRE 11/08/24-11/16/24	12/19/2024	107643	\$72.22
ENTERPRISE RENT A CAR	STRIKETM-MOUNTAIN FIRE-11/07/24-11/18/24	12/19/2024	107625	\$296.02
<b>TOTAL PUBLIC SAFETY- FIRE</b>				<b>\$2,302.56</b>
<b>2706170 - PUBLIC SAFETY- MARINE SAFETY</b>				
US BANK	CSA.17 MEDICAL SUPPLIES	12/19/2024	107613	\$828.76
US BANK	CSA.17 REPLACEMENT AED PADS	01/10/2025	107664	\$274.05
<b>TOTAL PUBLIC SAFETY- MARINE SAFETY</b>				<b>\$1,102.81</b>
<b>4506190 - SAND REPLNSHMNT/RETENTION</b>				
TING FIBER INC.	DEC 24-FIBER OPTICS-TIDE BEACH PARK LG TWR	12/19/2024	9001871	\$450.00

TING FIBER INC.	DEC 24-FIBER OPTICS-DEL MAR SHORES LG TWR	12/19/2024	9001871	\$450.00
<b>TOTAL SAND REPLNSHMNT/RETENTION</b>				<b>\$900.00</b>
<b>5097700 - SANITATION</b>				
IDRAINS LLC	C-SEWER CLEANING-15244	12/19/2024	107610	\$9,603.72
MISSION LINEN & UNIFORM INC	FY25 UNIFORM SERVICES FOR PUBLIC WORKS	12/19/2024	107636	\$9.26
VERIZON WIRELESS-SD	362455526-00001 - 11/02/24-12/01/24	12/19/2024	107654	\$15.17
CITY OF ENCINITAS	FY 23/24 - CARDIFF SANITARY DIVISION LEASE	12/19/2024	107616	\$64,847.98
WEX FLEET UNIVERSAL	11/08/24-12/07/24-AUTO FUEL	12/19/2024	107656	\$177.93
SANTA FE IRRIGATION DISTRICT	005979-008:10/02/24-12/03/24	12/19/2024	107646	\$98.51
SANTA FE IRRIGATION DISTRICT	005506-014 - 11/02/24-12/02/24	12/19/2024	107646	\$553.62
US BANK	COUNTY MAPS	01/10/2025	107664	\$16.00
IDRAINS LLC	O-SWR/STRMDRN MAINT & VIDEO INSPECTIONS-6	01/10/2025	107659	\$2,010.00
IDRAINS LLC	J SEWER CLEANING	01/10/2025	107659	\$675.00
MISSION LINEN & UNIFORM INC	FY25 UNIFORM SERVICES FOR PUBLIC WORKS Q3-	01/10/2025	107674	\$9.25
SAN ELIJO JPA	FY25 OPERATIONS & MAINTENANCE	01/10/2025	107680	\$567,926.00
SAN ELIJO JPA	Q3-FY25 OPERATIONS & MAINTENANCE	01/10/2025	107680	\$315,290.00
SAN ELIJO JPA	FY 23/24-CLOSE-OUT	01/10/2025	107680	\$101,452.00
<b>TOTAL SANITATION</b>				<b>\$1,062,684.44</b>
<b>6527810 - SUCCESSOR AGENCY</b>				
DAVIS FARR, LLP	NOV 24- AUDIT SERVICES	12/19/2024	107621	\$600.00
<b>TOTAL SUCCESSOR AGENCY</b>				<b>\$600.00</b>
<b>REPORT TOTAL:</b>				<b>\$4,233,012.40</b>



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Alyssa Muto, City Manager  
**MEETING DATE:** January 29, 2024  
**ORIGINATING DEPT:** Finance – Rachel Jacobs, Finance Director  
**SUBJECT:** **Quarterly Budget Report - Fiscal Year 2025**

**BACKGROUND:**

Staff provides a quarterly report to Council of changes made to the current Fiscal Year (FY) 2025 General Fund Adopted Budget. The information provided in this Staff Report lists the changes made through December 31, 2024.

**DISCUSSION:**

The following table reports the revenues, expenditures, and transfers for 1) the Adopted General Fund Budget approved by Council on June 28, 2023 (Resolution 2023-089) and 2) any other resolutions passed by Council that amended the Adopted General Fund Budget.

GENERAL FUND - ADOPTED BUDGET PLUS CHANGES 12/31/2024						
General Fund - Operations						
Date	Action	Description	Revenues	Expenditures	Transfers from GF	Net Surplus
06/28/2023	Reso 2023-089	Adopted Budget	24,265,232	(24,076,998)	-	\$ 188,234
11/29/2023	Reso 2023-128	Engineering Survey Services		(100,000)		88,234
04/10/2024	Reso 2024-030	West Coast Arborist		(9,600)		78,634
04/10/2024	Reso 2024-031	Handyman Services		(50,000)		28,634
04/10/2024	Reso 2024-033	Elevator Maintenance Services		(2,500)		26,134
04/24/2024	Reso 2024-037	Trash Abatement Services		(15,600)		10,534
07/10/2024	Reso 2024-059	FY25 Budget Update	745,000	(694,435)		61,099
10/09/2024	Reso 2024-102	Air Purifiers For South Bay Cst Comm		(10,000)		51,099
						<b>51,099</b>
General Fund - Measure S						
Date	Action	Description	Revenues	Expenditures	Transfers from GF	Net Surplus
06/28/2023	Reso 2023-089	Adopted Budget	4,488,000	(390,000)	(1,046,400)	\$ 3,051,600
07/10/2024	Reso 2024-059	FY25 Budget Update	200,000	(1,313,000)		1,938,600
10/23/2024	Reso 2024-101	EV for Parks and Rec Department		(13,271)		1,925,329
10/23/2024	Reso 2024-105	Highland Median Planting Project		(23,000)		1,902,329
						<b>1,902,329</b>
<b>Combined General Fund Net Surplus</b>						<b>\$ 1,953,428</b>

**COUNCIL ACTION:**

\_\_\_\_\_

\_\_\_\_\_

**CEQA COMPLIANCE STATEMENT:**

Not a project as defined by CEQA.

**FISCAL IMPACT:** N/A


**WORK PLAN:** N/A

**OPTIONS:**

- Receive the report.
- Do not accept the report and require further revisions.

**CITY STAFF RECOMMENDATION:**

Staff recommends that the City Council receive the quarterly report listing changes made to the FY 2025 General Fund Adopted Budget.

A handwritten signature in blue ink, appearing to read 'Alyssa Muto', written over a horizontal line.

Alyssa Muto, City Manager



# STAFF REPORT

## CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Alyssa Muto, City Manager  
**MEETING DATE:** January 29, 2025  
**ORIGINATING DEPT:** Human Resources, Pouneh Sammak, HR Director  
**SUBJECT:** **City Council Consideration of Resolutions 2025-010 and 2025-011 Approving the Reclassification of Staff Positions, and the Addition of a Full-Time Ocean Lifeguard Classification to the City’s Classification and Compensation Plan and Approving the Sideletter with the Solana Beach Employees’ Association – Marine Safety Unit**

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### **BACKGROUND:**

In accordance with the City’s Personnel Rules and Regulations, Section 8.10, the City Council is required to authorize and approve all salary and benefit plans for employees and establishes salary ranges pursuant to the recommendation of the City Manager. Salary and benefits for non-represented employees (confidential, management and seasonal/part-time employees) are included in the Salary and Compensation Plan approved by the City Council each fiscal year. The City Council must approve a Salary and Compensation Plan for all employees to coincide with fiscal appropriations of a new fiscal year and new budget. Subsequent revisions to the adopted Salary and Compensation Plan will be recommended by the City Manager pursuant to City Personnel Rules and approved by the City Council.

On July 10, 2024, at a regular City Council Meeting, Council approved the City’s FY 2024/2025 Salary and Compensation Plans. Due to recent staffing changes and additional work projects, the City Manager has identified the need to create new classifications and reclassify certain positions into new roles. In addition, to better serve the community and more adequately staff the Marine Safety Department, the City Manager is recommending the restructuring of the Marine Safety Department by reclassifying one (1) of the current three (3) Marine Safety Sergeant positions to a Marine Safety Lieutenant position, and the elimination of two (vacant) part-time (1500 hour) Lifeguard positions into two full-time Senior Ocean Lifeguard positions.

This item is before the City Council to consider approving Resolution 2025-010 (Attachment 1) authorizing:

CITY COUNCIL ACTION:

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1) The adoption of the newly created classifications listed below and incorporating the positions to the City's Salary and Compensation Plan and the FY 2024/2025 Management Salary Schedule 1 (Attachment 2).

- Deputy Director of Public Works (Attachment 3)
- Senior Insurance & Risk Manager (Attachment 4)
- Sustainability Program Manager (Attachment 5)

2) The adoption and hiring of two (2) newly created full-time Senior Ocean Lifeguard positions (Attachment 6) and incorporate the position to the City's Salary and Compensation Plan and the FY 2024/2025 Marine Safety Salary Schedule 4 (Attachment 7).

The City Manager also recommends the addition of one more Marine Safety Lieutenant position by reclassifying an existing (vacant) Marine Safety Sergeant position in the Marine Safety Department, and approving Resolution 2025-011 (Attachment 8) to approve the Sideletter between the City and the Solana Beach Employees' Association – Marine Safety Unit (SBEA-MSU) (Attachment 9), to reflect the above-mentioned changes.

### **DISCUSSION:**

The City Manager recommends approval of the updates to the FY 2024/2025 Salary & Classification Plan (Schedules 1 and 4; Attachments 2 and 7) for Management and Marine Safety employees as outlined below.

The proposed updates include three (3) newly created management positions as well as the reclassification of a current (vacant) Marine Safety Sergeant position to a Marine Safety Lieutenant position, and the elimination of two (vacant) part-time (1500 hour) Lifeguard positions into two (2) full-time, Ocean Lifeguard positions in the Marine Safety Department.

The following provides a summary of the proposed updates to the City's Salary and Compensation Plan for City Council's consideration and approval. If approved, the proposed Plan changes will become effective the first full pay period in February 2025 (pay period ending 2/7/2025).

### **Proposed FY 2024/2025 Classification Updates**

It is the responsibility of the City Manager to consistently engage in organizational analysis of various City operations to improve efficiency and effectiveness and ensure the most economical means of conducting business is achieved. Section 2.08.070, Section D, of the Solana Beach Municipal Code (SBMC), "Powers and Duties (of City Manager)" Administrative Reorganization of Offices, states:

*It shall be the duty and responsibility of the City Manager to conduct studies and effect such administrative reorganization of offices, positions or units under the City Manager's direction as may be indicated in the interest of efficient, effective and economical conduct of the City's business.*

## **New Classifications and Reclassifications:**

The newly created positions discussed below are recommended to enhance the efficiency of staff management and workload distribution across various City Departments. These positions will support organizational growth, address staffing needs, and foster succession planning, ultimately contributing to the long-term development and sustainability of the City's workforce.

### **Deputy Director of Public Works**

As the City continues to enhance and expand its Public Works and Capital Improvement Projects (CIP), Staff recommends the creation of a Deputy Director of Public Works position (Attachment 3) and the reclassification of the current Public Works Operations Manager to the newly created position. The incumbent's knowledge and expertise in the City's public works operations, facilities and fleet uniquely position them to further the City and to take on expanded leadership responsibilities. This promotion will enable the incumbent to assume a role that would allow for a backup of responsibilities associated with the Director of Public Works/City Engineer and play a pivotal role in shaping the City's strategic initiatives, providing strategic planning for facilities management and maintenance that minimizes cost and risk and meets long-term goals.

The Deputy Director of Public Works will provide highly responsible and complex professional assistance with planning, organizing, managing, and providing administrative direction and oversight for major functions and activities of the Public Works Division, including emergency response. This individual will coordinate assigned activities with other City Departments and outside agencies. The Deputy Director will manage public works programs and projects, oversee Staff development, monitor projects to ensure they are being delivered efficiently and ensure Staff are providing excellent customer service. The Deputy Director of Public Works is an at-will FLSA exempt position and a part of the Management Salary Schedule 1, pay grade M7 (Attachment 2).

### **Senior Insurance & Risk Manager**

Staff recommends the creation of the Senior Insurance & Risk Manager position (Attachment 4) and the reclassification of the current Risk Manager to this newly created role. The incumbent's advanced knowledge, expertise, and experience in Insurance and Risk Management uniquely position them to drive further growth and take on expanded leadership responsibilities. This promotion will enable the incumbent to play a pivotal role in shaping the City's strategic initiatives, providing valuable insights into how various risks influence the City's long-term goals and objectives.

The Senior Insurance and Risk Manager will be responsible for identifying, assessing, and mitigating potential risks that could impact business operations and objectives. The incumbent is responsible for developing and implementing insurance and risk management strategies and frameworks, conducting comprehensive insurance and risk assessments, and ensuring compliance with regulatory requirements. With a focus on both strategic and operational risks, the Senior Insurance and Risk Manager will work closely with the Human Resources and Finance Departments and also collaborates with

various departments to promote a culture of risk awareness and is accountable for ensuring effective insurable hazard risk management for the City. The Senior Insurance and Risk Manager is an at-will FLSA exempt position and a part of the Management Salary Schedule 1, pay grade M4-A (Attachment 2).

### **Sustainability Program Manager**

Staff recommends the creation of the Sustainability Program Manager position (Attachment 5) and the reclassification of the current Senior Management Analyst (Sustainability) to this newly created role. The creation of this new role will enhance and contribute to the long-term goals and success of the City's Climate Action and Environmental Resiliency initiatives. The incumbent's knowledge and expertise of the City's sustainability programs, including responsibility for the management and implementation of the City's recently adopted Climate Action Plan, SB 1383 mandates, homelessness prevention programs, Age-Friendly Action Plan implementation and School Crossing Guard program management, uniquely position them to further the City and to take on expanded leadership responsibilities. This promotion will enable the incumbent to assume a role that would allow for a backup of responsibilities associated with the Assistant City Manager and play a pivotal role in shaping the City's sustainability initiatives, providing strategic planning for Climate Action Plan implementation to meet the City's aggressive goals. This position will also play a key role in the City's continued growth into partnering and providing senior programs for the community's aging population.

The Sustainability Program Manager will be responsible for planning, directing, and coordinating the implementation and monitoring of the City's Climate Action Plan, including the climate equity strategy. The Sustainability Program Manager will assist the City Manager and Assistant City Manager to develop and guide the strategic vision of the City. Working with other departments, external stakeholders, local residents and businesses is a key component of this position and will require strong communication skills and political acumen for on-going coordination with the Climate & Resiliency Commission, Councilmembers, and other City departments and Staff. The Sustainability Program Manager is an at-will FLSA exempt position and a part of the Management Salary Schedule 1, pay grade M4 (Attachment 2)

### **Reclassification of One Marine Safety Sergeant Position and Addition of Two Full-Time Senior Ocean Lifeguards**

The Marine Safety Department currently consists of five full-time employees: a Marine Safety Captain, one (1) Lieutenant, and three (3) Sergeants. Temporary and seasonal staff make up the remainder of the team. To align with county-wide staffing benchmarks, address departmental demands, and maintain high-quality community service, Staff recommends reclassifying one (1) Sergeant position to a Lieutenant position. This position is presently vacant, and upon reclassification would be filled through an open and competitive recruitment process. This adjustment will provide balanced leadership throughout the workweek, improve service delivery, and strengthen the chain of command.

Additionally, Staff recommends eliminating two part-time (1500 hour) positions and adding two (2) regular, full-time Senior Ocean Lifeguard positions to the department. These positions will provide greater consistency in staffing year-round, rather than relying solely on seasonal employees. The Marine Safety Department faces challenges in retaining senior lifeguards and maintaining consistent training, experience, and education among seasonal staff who only work shifts during the winter and spring months. Again, these additional regular, full-time positions will better align the department with industry staffing standards and benchmarks and provide better service to the community.

The Senior Ocean Lifeguard will provide lead supervision to assigned seasonal staff; patrols City beaches, parks and ocean waters to ensure proactive and expeditious accident prevention and response; responds to beach, cliff and water emergencies; enforces compliance with state and local laws, including beach ordinances; educates the public regarding beach and water safety and other public safety matters; and purchases and/or maintains lifesaving and other related equipment and facilities. The Senior Ocean Lifeguard is distinguished from the lower-level Lifeguard class in that the Senior position is responsible for leading, training or supervising other employees and is required to have attained a full range of skills/expertise in advanced lifeguarding techniques. The Senior Ocean Lifeguard position is an hourly FLSA non-exempt position and a part of the Marine Safety Salary Schedule 4, pay grade MS-7001 (Attachment 7).

Additionally, the City and the Solana Beach Employees' Association – Marine Safety Unit (SBEA-MSU) have discussed and reviewed the new classification as well as the reclassification of the vacant Marine Safety Sergeant position and mutually agree to include the new full-time Senior Ocean Lifeguard position as a member of the SBEA-MS Unit by the attached Side letter (Attachment 9).

**CEQA COMPLIANCE STATEMENT:** Not a project as defined by CEQA.

**FISCAL IMPACT:**

The FY 2024/2025 Fiscal Impact of reclassifications for Deputy Director of Public Works (approximately \$2,300), Senior Insurance & Risk Manager (approximately \$7,500), and Sustainability Program Manager (approximately \$7,000), for a total of approximately \$16,800, including salary and benefit increases. It is anticipated that these fiscal impacts can be absorbed through the currently adopted budget.

The FY 2024/2025 Fiscal Impact of the Marine Safety reclassification for Lieutenant and the addition of two (2) full time Senior Ocean Lifeguards (with the elimination of the two part-time lifeguards) is approximately \$27,500, including salary & benefit increases. It is anticipated these fiscal impacts can be absorbed through the currently adopted budget.

The estimated annual increase in personnel expenses for future fiscal years from these reclassifications and additional full-time employees (FTE) is approximately \$90,000, including salary & benefit increases (not including annual CPI or negotiated benefits). These changes will be included in future budget preparations in each department.

**WORK PLAN:** N/A

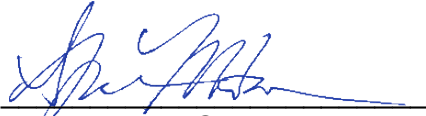
**OPTIONS:**

- Approve the recommended updates to the FY 2024/2025 Salary, Classification and Compensation Plans as recommended by Staff.
- Do not approve the recommended updates to the FY 2024/2025 Salary, Classification and Compensation Plans and provide alternative direction to the City Manager.

**CITY STAFF RECOMMENDATION:**

Staff recommends that the City Council:

1. Adopt Resolution 2025-010 approving the updates to the FY 2024/2025 Salary and Compensation Plans to include the following:
  - Creation of the Deputy Director of Public Works classification (Attachment 3) and the reclassification of the current Public Works Operations Manager into this new role.
  - Incorporate the Deputy Director of Public Works classification to the FY 2024/2025 Management Salary Schedule 1, pay grade M7 (Attachment 2).
  - Creation of the Senior Insurance & Risk Manager classification (Attachment 4) and the reclassification of the current Risk Manager into this new role.
  - Incorporate the Senior Insurance & Risk Manager classification to the FY 2024/2025 Management Salary Schedule 1, pay grade M4-A (Attachment 2).
  - Creation of the Sustainability Program Manager classification (Attachment 5) and the reclassification of the current Senior Management Analyst (Sustainability) into this new role.
  - Incorporate the Sustainability Program Manager classification to the FY 2024/2025 Management Salary Schedule 1, pay grade M4 (Attachment 2).
  - Creation of two full-time Senior Ocean Lifeguard classifications (Attachment 6) and incorporate this newly created classification to the FY 2024/2025 Marine Safety Salary Schedule 4, pay grade MS-7001 (Attachment 7).
  - Approve the reclassification of one of the three (3) current Marine Safety Sergeants to a Marine Safety Lieutenant position for a total of two (2) Lieutenants in the Marine Safety Department.
2. Adopt Resolution 2025-011 approving the Side letter between the City and the SBEA-MSU to reflect the recommended changes above as they pertain to the Marine Safety Unit.
3. Authorize the City Treasurer to amend the FY 2024/2025 Adopted Budget accordingly.



Alyssa Muto, City Manager

Attachments:

1. Resolution 2025-010
2. Updated FY 2024/2025 Management Salary Schedule 1
3. Deputy Director of Public Works Job Description
4. Senior Insurance & Risk Manager Job Description
5. Sustainability Program Manager Job Description
6. Full-Time Senior Ocean Lifeguard Job Description
7. Updated FY 2024/2025 Marine Safety Salary Schedule 4
8. Resolution 2025-011
9. Side letter with Marine Safety Employee Unit

## RESOLUTION 2025-010

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, APPROVING THE RECLASSIFICATION OF STAFF POSITIONS AND THE ADDITION OF A FULL-TIME OCEAN LIFEGUARD CLASSIFICATION TO THE CITY'S CLASSIFICATION AND COMPENSATION PLAN.

**WHEREAS**, the City Council authorizes all salary and compensation plans (Section 8.10 of the City's Personnel Rules and Regulations); and

**WHEREAS**, it is the responsibility of the City Manager to consistently engage in organizational analysis of various City operations to improve efficiency and effectiveness and ensure the most economical means of conducting business is achieved (Section 2.08.070, Section D, of the Solana Beach Municipal Code (SBMC), "Powers and Duties (of City Manager)" Administrative Reorganization of Offices; and

**WHEREAS**, the City Council must approve updated to the salary and compensation plan for all employees; and

**WHEREAS**, the City Manager recommends the creation of the Deputy Director of Public Works classification, the reclassification of the current Public Works Operations Manager into this new role, and to incorporate the Deputy Director of Public Works classification to the FY 2024/2025 Management Salary Schedule 1, pay grade M7; and

**WHEREAS**, the City Manager recommends the creation of the Senior Insurance & Risk Manager classification, the reclassification of the current Risk Manager into this new role, and to incorporate the Senior Insurance & Risk Manager classification to the FY 2024/2025 Management Salary Schedule 1, pay grade M4-A; and

**WHEREAS**, the City Manager recommends the creation of the Sustainability Program Manager classification, the reclassification of the current Senior Management Analyst (Sustainability) into this new role, and to incorporate the Sustainability Program Manager classification to the FY 2024/2025 Management Salary Schedule 1, pay grade M4; and

**WHEREAS**, the City Manager recommends the creation of a full-time Senior Ocean Lifeguard classification and to incorporate this newly created classification to the FY 2024/2025 Marine Safety Salary Schedule 4, pay grade MS-7001; and

**WHEREAS**, the newly created full-time Senior Ocean Lifeguard position will be a member of the Solana Beach Employees Association – Marine Safety (SBEA-MSU); and

**WHEREAS**, the City Manager recommends the reclassification of one of the three current Marine Safety Sergeants to a Marine Safety Lieutenant position for a total of two Lieutenants in the Marine Safety Department; and

**WHEREAS**, the City Council has reviewed and considered the City Manager's recommendations for updates to the City's salary and compensation plans and is prepared to adopt the updated FY 2024/2025 Salary, Classification and Compensation plans as recommended.

**NOW, THEREFORE**, the City Council of the City of Solana Beach, California, does resolve as follows:

1. That the foregoing recitations are true and correct.
2. The reclassifications and updates to the FY 2024/2025 Salary and Compensation Plans for the management employees and the marine safety employees reflect the following:

**A. Deputy Director of Public Works:**

- i. Reclassification of the current Public Works Operations Manager to Deputy Director of Public Works.
- ii. Incorporate the Deputy Director of Public Works to the FY 2024/2025 Management Salary Schedule 1, pay grade M7.

**B. Senior Insurance & Risk Manager:**

- i. Reclassification of the current Risk Manager to Senior Insurance & Risk Manager.
- ii. Incorporate the Senior Insurance & Risk Manager to the FY 2024/2025 Management Salary Schedule 1, pay grade M4-A.

**C. Sustainability Program Manager:**

- i. Reclassification of the current Senior Management Analyst (Sustainability) to Sustainability Program Manager.
- ii. Incorporate the Sustainability Program Manager to the FY 2024/2025 Management Salary Schedule 1, pay grade M4.

**D. Full-Time Senior Ocean Lifeguard:**

- i. Creation of a full-time Senior Ocean Lifeguard classification and include as a member of the Solana Beach Employees Association – Marine Safety (SBEA-MSU).
- ii. Incorporate the full-time Senior Ocean Lifeguard position to the FY 2024/2025 Marine Safety Salary Schedule 4, pay grade MS-7001.

**E. Reclassification of One (1) Vacant Marine Safety Sergeant Position to a Marine Safety Lieutenant Position:**

- i. Reclassify one of the current three Marine Safety Sergeant positions to a Marine Safety Lieutenant position, for a total of two Lieutenant positions within the Marine Safety Department.



ii. The Marine Safety Lieutenant position is listed on the FY 2024/2025 Marine Safety Salary Schedule 4 at pay grade MS-7201.

**F.** Except as identified above, the terms of the FY 2024/2025 Salary and Compensation Plans shall continue in full force and effect for all employees.

**G.** The FY 2024/2025 Salary and Compensation Plan updates identified above shall be effective the first full pay period in February 2025 (pay period ending 2/7/2025) and will remain in effect for an unspecified period of time until revised by City Council.

**PASSED AND ADOPTED** this 29<sup>th</sup> day of January 2025, at a regularly scheduled meeting of the City Council of the City of Solana Beach, California, by the following vote:

AYES: Councilmembers –  
NOES: Councilmembers –  
ABSENT: Councilmembers –  
ABSTAIN: Councilmembers –

\_\_\_\_\_  
LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
JOHANNA CANLAS, City Attorney

\_\_\_\_\_  
ANGELA IVEY, City Clerk

SALARY SCHEDULE 1

Updated January 29, 2025

Pay Grade	Job Classifications	Frequency	Minimum	25th Percentile	Midpoint	75th Percentile	Maximum
M1	Management Analyst	Annual	\$71,468.80	\$82,180.80	\$92,913.60	\$103,625.60	\$114,337.60
	Human Resources Analyst	Monthly	\$5,955.73	\$6,848.40	\$7,742.80	\$8,635.47	\$9,528.13
	Recreation Supervisor	Bi-weekly	\$2,748.80	\$3,160.80	\$3,573.60	\$3,985.60	\$4,397.60
	Executive Assistant to City Manager/Council	Hourly	\$34.36	\$39.51	\$44.67	\$49.82	\$54.97
	Public Works Supervisor						
M2	Deputy City Clerk	Annual	\$81,785.60	\$91,998.40	\$102,190.40	\$112,403.20	\$122,657.60
	Senior Human Resources Analyst	Monthly	\$6,815.47	\$7,666.53	\$8,515.87	\$9,366.93	\$10,221.47
	Senior Management Analyst	Bi-weekly	\$3,145.60	\$3,538.40	\$3,930.40	\$4,323.20	\$4,717.60
		Hourly	\$39.32	\$44.23	\$49.13	\$54.04	\$58.97
M3	Network System Engineer	Annual	\$89,939.20	\$101,192.00	\$112,403.20	\$123,656.00	\$134,908.80
	Senior Accountant	Monthly	\$7,494.93	\$8,432.67	\$9,366.93	\$10,304.67	\$11,242.40
	Senior Planner	Bi-weekly	\$3,459.20	\$3,892.00	\$4,323.20	\$4,756.00	\$5,188.80
		Hourly	\$43.24	\$48.65	\$54.04	\$59.45	\$64.86
M4	Information Technology Manager	Annual	\$98,945.60	\$111,300.80	\$123,656.00	\$136,011.20	\$148,844.80
	Principal Human Resources Analyst	Monthly	\$8,245.47	\$9,275.07	\$10,304.67	\$11,334.27	\$12,403.73
	Principal Management Analyst	Bi-weekly	\$3,805.60	\$4,280.80	\$4,756.00	\$5,231.20	\$5,724.80
	Public Works Operations Manager	Hourly	\$47.57	\$53.51	\$59.45	\$65.39	\$71.56
	Recreation Manager						
	Risk Manager						
M4-A	Assistant to the City Manager	Annual	\$108,804.80	\$122,428.80	\$136,011.20	\$149,635.20	\$163,217.60
	Human Resources Manager	Monthly	\$9,067.07	\$10,202.40	\$11,334.27	\$12,469.60	\$13,601.47
	Senior Civil Engineer	Bi-weekly	\$4,184.80	\$4,708.80	\$5,231.20	\$5,755.20	\$6,277.60
	Senior Insurance & Risk Manager	Hourly	\$52.31	\$58.86	\$65.39	\$71.94	\$78.47
M5	Fire Battalion Chief (2912 annual hours)	Annual	\$112,519.68	\$126,584.64	\$140,678.72	\$154,685.44	\$168,779.52
		Monthly	\$9,376.64	\$10,548.72	\$11,723.23	\$12,890.45	\$14,064.96
		Bi-weekly	\$4,327.68	\$4,868.64	\$5,410.72	\$5,949.44	\$6,491.52
		Hourly	\$38.64	\$43.47	\$48.31	\$53.12	\$57.96
M6	Marine Safety Captain	Annual	\$119,724.80	\$134,680.00	\$149,635.20	\$164,590.40	\$179,545.60
	Finance Manager	Monthly	\$9,977.07	\$11,223.33	\$12,469.60	\$13,715.87	\$14,962.13
	Principal Civil Engineer	Bi-weekly	\$4,604.80	\$5,180.00	\$5,755.20	\$6,330.40	\$6,905.60
		Hourly	\$57.56	\$64.75	\$71.94	\$79.13	\$86.32
M6-A	Fire Battalion Chief (2080 annual hours)	Annual	\$123,760.00	\$139,235.20	\$154,710.40	\$170,164.80	\$185,660.80
		Monthly	\$10,313.33	\$11,602.93	\$12,892.53	\$14,180.40	\$15,471.73
		Bi-weekly	\$4,760.00	\$5,355.20	\$5,950.40	\$6,544.80	\$7,140.80
		Hourly	\$59.50	\$66.94	\$74.38	\$81.81	\$89.26
M7	Deputy Director of Engineering	Annual	\$126,609.60	\$145,620.80	\$164,590.40	\$183,601.60	\$202,592.00
	Deputy Director of Public Works	Monthly	\$10,550.80	\$12,135.07	\$13,715.87	\$15,300.13	\$16,882.67
	Deputy Fire Chief	Bi-weekly	\$4,869.60	\$5,600.80	\$6,330.40	\$7,061.60	\$7,792.00
		Hourly	\$60.87	\$70.01	\$79.13	\$88.27	\$97.40
M8	City Clerk	Annual	\$139,256.00	\$160,139.20	\$181,064.00	\$201,968.00	\$222,830.40
	City Engineer/Public Works Director	Monthly	\$11,604.67	\$13,344.93	\$15,088.67	\$16,830.67	\$18,569.20
	Community Development Director	Bi-weekly	\$5,356.00	\$6,159.20	\$6,964.00	\$7,768.00	\$8,570.40
	Fire Chief	Hourly	\$66.95	\$76.99	\$87.05	\$97.10	\$107.13
	Finance Director/City Treasurer						
M9	Assistant City Manager	Annual	\$180,960.00	\$195,811.20	\$210,662.40	\$225,492.80	\$240,344.00
		Monthly	\$15,080.00	\$16,317.60	\$17,555.20	\$18,791.07	\$20,028.67
		Bi-weekly	\$6,960.00	\$7,531.20	\$8,102.40	\$8,672.80	\$9,244.00
		Hourly	\$87.00	\$94.14	\$101.28	\$108.41	\$115.55

# **City of Solana Beach**

## **DEPUTY DIRECTOR OF PUBLIC WORKS**

### **AT-WILL**

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.*

#### **DEFINITION**

Under general direction of the Public Works Director/City Engineer or designee, the incumbent provides highly responsible and complex professional assistance with planning, organizing, managing, and providing administrative direction and oversight for major functions and activities of the Public Works Division, including emergency response. Duties include general and direct supervision over assigned staff in administrative and maintenance operations functions as well as contract administration. Maintenance Operations includes storm water; drainage; streets; fleet; facilities; parks; trails; open space; landscape; urban forestry; landscape maintenance districts; lighting districts and wastewater/sewer management. Coordinates assigned activities with other City Departments and outside agencies. The Deputy Director will oversee staff development, and ensure projects are being delivered efficiently and ensure staff are providing excellent customer service. Performs related work as required. The Deputy Director of Public Works position is an at-will FLSA exempt position.

#### **DISTINGUISHING CHARACTERISTICS**

The Deputy Director of Public Works is a stand-alone classification. The Deputy Director of Public Works is distinguished from the Director of Public Works, in that the latter, has overall responsibility for all functions of the Public Works Division and for focusing on Council priorities, setting Department goals, and developing, implementing, and interpreting policy.

#### **ESSENTIAL JOB FUNCTIONS**

*The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.*

- Assists the Public Works Director or designee in the administration and coordination of services and functions within the Public Works division; oversees the day-to-day operations of the division.
- Assumes management responsibility for major Public Works functions and activities, including administrative functions and/or maintenance and

**City of Solana Beach**  
**Deputy Director of Public Works**

operations of wastewater collection and transportation systems; storm water; drainage; street, fleet management, facilities; parks, trails; open space, landscape, urban forestry, landscape maintenance districts, lighting districts and solid waste management in normal and emergency circumstances.

- Performs diverse, specialized, and complex work involving significant accountability and decision-making responsibility.
- Assists with City Special Event operations including planning and implementation, when necessary.
- Provides complex administrative and professional assistance to the Director, City Attorney, Assistant City Manager, City Manager, and/or City Council.
- Plans, directs, coordinates, supervises and evaluates the work plan for assigned staff; prioritizes and assigns work activities, projects, and programs; reviews and evaluates work products, methods, and procedures; meets with staff to identify and resolve problems.
- Reviews division operations to determine the efficiency and effectiveness of services and/or programs; monitors and evaluates workflow.
- Formulates long and short-range forecasts of work and develops and executes appropriate plans.
- Directs the development and implementation of policies, procedures, programs, goals, standards and priorities.
- Manages and administers a variety of operations, plans, and activities, which include, ensuring timelines are met; monitoring work quality; monitoring safety compliance; and performing other related tasks.
- Coordinates training and development activities and opportunities.
- Reviews public works projects to ensure conformance with standards, plans, and policies; certifies completion of projects.
- Prepares or directs the preparation of reports and presentations to City Council and community workshops, and public meetings and events; attends and presents at City Council, and public meetings and events.

**City of Solana Beach**  
**Deputy Director of Public Works**

- Serves as a lead in cross-division teams and cross-department initiatives and programs. Coordinates activities, services, and programs with other agencies, partners, departments, and/or other applicable parties.
- Assists in the preparation of and monitors the division, program and project budgets; forecasts funding needs; monitors and approves expenditures; recommends budget adjustments.
- Responds to and resolves citizen complaints; investigates and analyzes sensitive and complex issues.
- Monitors national and state-wide developments in funding, public works, economic, and community development matters; evaluates their impact on City programs and operations and recommends responsive changes.
- Makes hiring, termination, and disciplinary recommendations.
- Presents at City Council meetings and engages in other public and community event speaking engagements.
- Negotiates contracts and agreements; coordinates with City department representatives to determine City needs and requirements for contractual services.
- Reviews public works projects to ensure conformance with standards, plans, and policies; certifies completion of projects.
- Attends staff meetings, conferences, and trainings as scheduled.
- Builds and maintains positive working relationships with co-workers, other City employees, and the public using effective communication methods and principles of good customer service.

**QUALIFICATIONS GUIDELINES**

**Education:**

A bachelor's degree from an accredited college or university with major course work in civil engineering, business administration or a related field. A master's degree in a related field is desirable.

**Experience:**

Seven (7) years of increasingly responsible professional experience in public works operations and maintenance experience, including five (5) years of professional supervisory or management responsibility experience.

**KNOWLEDGE, SKILLS & ABILITIES**

**Knowledge of:**

- Principles and practices of public agency budgetary, contract administration, administrative practices, and general principles of risk management related to the functions of the assigned area.
- Principles and practices of leadership, motivation, team building, and conflict resolution.
- Principles and practices of employee supervision, including work planning assignment, review and evaluation, and the training of staff in work procedures.
- Public Works project and program administration.
- Methods, materials, and techniques used in the construction of public works projects.
- Applicable Federal, State, and Local laws, ordinances, codes, rules, and regulations.
- Principles and practices of public works inspection and management.
- Project management principles and practices.
- Report and letter writing.
- Accepted standards of construction materials, methods, and craftsmanship.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors and City staff.
- Negotiation and mediation techniques.
- Occupational hazards and safety standards.
- Modern principles and methods in public works including reporting, funding, planning, permitting, construction, operation and maintenance.
- Techniques for effectively dealing with individuals of various ages, various socioeconomic, cultural, and ethnic groups, and effectively representing the City in contacts with the public.
- Maintain a safe work environment in accordance with programs and City policies and procedures for participants, patrons, co-workers, and self.
- Safe driving rules and practices.
- English usage, grammar, spelling, vocabulary, and punctuation.
- Program management, and basic supervisory techniques.
- Modern office practices, methods, computer equipment and computer applications.

**Ability to:**

- Assist in developing and implementing goals, objectives, practices, policies, procedures, work standards, and internal controls for the division and assigned program areas.
- Supervise, train, plan, organize, schedule, assign, review, and evaluate the work of staff.
- Analyze, interpret, apply, and enforce applicable Federal, State, and local policies, procedures, laws, and regulations.
- Identify problems, research and analyze relevant information, develop and present recommendations and justification for solution.
- Perform the most complex public works projects and programs efficiently and effectively.
- Develop cost estimates for contracted services, supplies, and equipment.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Maintain accurate records and files of work performed.
- Develop and recommend systems and procedures related to assigned operations.
- Establish and maintain a variety of manual and computerized recordkeeping and project management systems.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Make sound, independent decisions within established policy and procedural guidelines.
- Prepare clear and concise reports and analyze technical and administrative reports, statements, and correspondence.
- Present technical data in verbal, written, graphic, and map form to City Council, City management staff, citizen groups, and variety of committees and commissions.
- Interpret and explain public works programs/projects to the general public.
- Read, analyze, and interpret information from professional journals, technical procedures, or governmental regulations.
- Use of the English language to effectively communicate in person, over the telephone, and in writing.
- Operate modern office equipment and computers including specialized computer applications.
- Use tact, initiative, prudence, and independent judgment within general policy and legal guidelines in politically sensitive situations.

**City of Solana Beach**  
**Deputy Director of Public Works**

- Establish and maintain cooperative and effective relationships with school officials, neighborhood groups, councilmembers, businesses, and community organizations.
- Maintain confidentiality of sensitive information and records.
- Organize work, set priorities, and meet critical deadlines; use initiative and independent judgment within established procedural guidelines.
- Assist plan, organize, assign, train, supervise, review, the activities of assigned staff.
- Prepare clear, concise, and effective reports, correspondence, and other written materials.
- Make effective oral presentations to diverse audiences as needed.
- Communicate clearly and concisely, both orally and in writing.
- Understand and carry out oral and written instructions.
- Work in a team atmosphere and participate on a variety of departmental and Citywide committees to enhance the provision of all City services.
- Demonstrate an awareness and appreciation of the cultural diversity of the community and work with diverse populations and maintain an inclusive environment.
- Establish and maintain effective working relationships with those contacted in the course of work.

**Special Requirements:**

- Possession of a valid Class "C" California driver's license with a satisfactory driving record.
- The applicant selected will be subject to a criminal history investigation through the California Department of Justice (DOJ) and a thorough background check. A waiver for reference and background information must be completed.
- Incumbents in this classification may be required to work evenings, weekends, and holidays.
- Incumbents may be asked to travel on City business, using their own vehicle or a City vehicle, and are required to be in the Department of Motor Vehicles Pull Notice Program.

**ADDITIONAL REQUIREMENTS**

The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.



**City of Solana Beach**  
**Deputy Director of Public Works**

City of Solana Beach employees are designated Disaster Service Workers through state law (California Government Code Section 3100-3109). Employment with the City requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Worker-related training as assigned, and to return to work as ordered in the event of an emergency.

**PHYSICAL AND MENTAL DEMANDS/WORKING CONDITIONS**

*The physical and mental demands herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential job functions.*

- **Mental function:** Includes reading, writing, mathematical computations, operating a computer, problem solving, managing multiple projects, calmly handling complaints and problems from irate citizens or contractors, and decision making under stressful conditions.
- **Productivity:** Incumbents must perform work in an efficient, effective, and timely manner with minimal direction.
- **Mobility:** Incumbents require sufficient mobility to work in an office setting and operate office equipment. May require varying periods of walking, driving, standing, sitting, bending, stooping, reaching, and crouching. The ability to lift, push and/or pull objects which may weigh up to 50 pounds is required.
- **Vision:** Vision is sufficient to read small print, computer screens, and printed documents, and to operate assigned equipment.
- **Hearing:** Incumbents are required to hear in the normal audio range with or without correction.
- **Environment:** Employees work in an office environment with moderate noise levels, controlled temperature conditions. May work in the field and be exposed to inclement weather conditions, may work at indoor or outdoor facilities, and may travel from site to site. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.
- **Physical:** Primary functions require sufficient physical ability to work both in an office setting and operate office equipment, as well as outdoor activities. Continuous fine finger dexterity to manipulate small tools and equipment; Frequent walking, standing, sitting, side-to-side turning of neck; firm grasp to lift and move equipment; Occasional bending and stooping, squatting, reaching at and above shoulder height, pushing/pulling, twisting at waist, upward and downward flexion of neck; lifting of

**City of Solana Beach**  
**Deputy Director of Public Works**

objects weighing up to 50 lbs. Infrequent kneeling.

- **Other factors:** Incumbents may be required to work extended hours including mornings, evenings, and weekends. Incumbents may be required to travel outside City boundaries to attend meetings and to use a personal vehicle in the course of employment.

# **City of Solana Beach**

## **Senior Insurance and Risk Manager**

### **At-Will**

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.*

#### **DEFINITION**

Under general direction of the Human Resources Director, the Senior Insurance and Risk Manager plays a pivotal role in the City by identifying, assessing, and mitigating potential risks that could impact business operations and objectives. The incumbent is responsible for developing and implementing insurance and risk management strategies and frameworks, conducting comprehensive insurance and risk assessments, and ensuring compliance with regulatory requirements. With a focus on both strategic and operational risks, the Senior Insurance and Risk Manager collaborates with various departments to promote a culture of risk awareness and is accountable for ensuring effective insurable hazard risk management for the City. This management position also works closely alongside the Human Resources Director and assists as needed with various Human Resources functions, including worker's compensation, employee benefits, recruitments, leave administration, and supervises assigned professional, technical, and/or administrative support staff.

#### **CLASS CHARACTERISTICS**

The Senior Insurance and Risk Manager role is a management level classification and a working manager responsible for planning, organizing, and managing the work of assigned staff in the activities of insurance and risk management.

The Senior Insurance and Risk Manager is responsible for identifying, measuring, and managing insurable or hazard risks, developing reports and plans, and analyzing risk/insurance problems and defining and/or overseeing the implementation of the risk solutions that help optimize operations. The incumbent is expected to exercise considerable initiative and independent judgement in the day-to-day performance of their work without direction, except for new or unusual circumstances. Strong verbal and written communication skills and analytical skills are essential in effectively carrying out the duties of this position.

This class is distinguished from that of Risk Manager in that this position has overall

responsibility for administering and managing the City's Risk and Insurance programs. This position receives general direction from the Human Resources Director or designee. The Senior Insurance and Risk Manager is a FLSA exempt at-will management position.

### **ESSENTIAL JOB FUNCTIONS**

*The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.*

- Responsible for developing and implementing a comprehensive risk management strategy aligned with the City's objectives.
- Oversee risk assessment processes, including the identification and evaluation of business risks.
- Establish policies and procedures for risk reporting and risk mitigation activities.
- Routinely evaluate the effectiveness of procedures and collaborate with internal stakeholders.
- Ensure compliance with regulatory requirements and industry standards related to risk management.
- Provide guidance to executive management on risk-related matters and strategic decisions.
- Lead the development and implementation of risk analysis tools to enhance decision-making.
- Monitor changes in the external environment that may affect the risk profile of the City.
- Facilitate risk management trainings and promote a risk-aware culture within the City.
- Coordinate with City departments to integrate risk management practices into all business activities.
- Manage the preparation and communication of risk information to stakeholders, including the City Manager, City Attorney and others as necessary.

**CITY OF SOLANA BEACH**  
**Senior Insurance and Risk Manager**

- Respond to and manage incidents and crises that have the potential to impact the City adversely.
- Direct the activities of the risk management team, providing leadership and career development opportunities upon expansion of risk department.
- In coordination with the Human Resources and Finance Director develop and manage the risk budget ensuring cost-effective allocation of resources for risk management activities.
- Represent the City in meetings, hearings, and conferences with other risk management professionals, managers, supervisors, employees, the public, organized employee groups and representatives of various organizations.
- Negotiates rates, premiums, policy terms, and claims processing with insurance brokers and administrators.
- Assist the Finance Director as needed with implementing, maintaining and reviewing payroll processing and accounting systems to ensure timely and accurate processing of payroll transactions including salaries, benefits, garnishments, taxes, and other deductions.
- Ensures accurate and timely processing of payroll updates including new hires, terminations, and changes to pay rates. Prepares and maintains accurate records and reports of payroll transactions.
- Perform specialized and complex insurance and risk work relative to contract interpretation, insurance review, and other related duties.
- Prepare and manage professional services agreements for contractors providing specialized consulting services; review all insurance certificates/requirements for City agreements.
- Act as an expert resource to City staff, including other departmental managers on a variety of matters, including compliance, training and development, and Workers' Compensation.
- Prepare a variety of written analytical reports, correspondence, policies, procedures, and other written materials.
- Build and maintain positive working relationships with co-workers, other City

employees, and the public, using principles of good customer service.

- Performs related duties as required.

## **QUALIFICATIONS GUIDELINES**

### **Education:**

Equivalent to a bachelor's degree from an accredited college or university with major course work in public or business administration, Finance, or a related field. A Master's degree in public or business administration, Finance, or a related field is desirable.

### **Certifications:**

Possession of an Associate in Risk Management (ARM) certificate.

Possession of a Risk Management Practitioner (RMP) certificate highly desirable.

Possession of a Certified Third-Party Risk Professional (CTPRP) certificate highly desirable.

### **Experience:**

Minimum six (6) years of professional experience in risk management, finance or a related field, including three (3) years of supervisory/management experience. Experience in a public agency setting is desirable.

## **KNOWLEDGE, SKILLS & ABILITIES**

### **Knowledge of:**

- Principles and practices of public sector risk management administration.
- Processes and procedures for reporting and auditing.
- Rules and standards for industry compliance.
- Requirements and techniques for developing, implementing, and administering self-insurance programs.
- Laws and regulations relating to risk management, asset protection, and workers' compensation programs.
- Policies and procedures regarding insurance claims processing and control.
- Employee benefits administration and financing principles and techniques, including program planning, implementation, and administration.
- Statistical and financial analysis and records management principles and practices.

- Principles and practices of public administration, including purchasing and contracting and the maintenance of public records.
- Principles and practices of management and supervision; the City's personnel policies and Memoranda of Understanding.
- Modern office practices, methods, computer equipment and computer applications.
- English usage, grammar, spelling, vocabulary, and punctuation.
- Computer applications related to the work, including Microsoft Suite, and data information and management systems.
- Techniques for effectively representing the City in contacts with insurance providers, governmental agencies, third-party administrators, and employees.
- Techniques for providing a high level of customer service to City staff, in person and over the telephone.
- Program management, and budgeting techniques.

**Ability to:**

- Continuously review and evolve risk management frameworks in response to business and regulatory changes and implement change where needed.
- Create backup strategies to handle and deal with emergencies.
- Assess risk awareness and provide training where appropriate.
- Provide management support in complex, sensitive, or difficult risk situations requiring a high level of independent judgment, strong analytical skills, and sophisticated knowledge of applicable laws, regulations, and contractual agreements.
- Interpret, apply, and explain City and Risk policies and procedures.
- Collect, analyze, interpret, and evaluate a variety of complex data.
- Manage, and provide training and development opportunities, ensure work is performed effectively, and evaluate performance in an objective and positive manner.
- Assist the HR Director with the preparation of HR and Risk budget.
- Recognize and resolve problems of a sensitive or political nature by analyzing situations, selecting alternatives, drawing sound conclusions, and projecting consequence of decisions and recommendations.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Follow applicable safety rules and regulations.
- Depending upon job assignment, drive a vehicle.

- Travel to alternative work locations and offsite meetings.
- Use tact, initiative, prudence, and independent judgment within general policy and legal guidelines.
- Work in a team atmosphere and participate on a variety of departmental and Citywide committees to enhance the provision of all City services.
- Prepare clear, concise, and effective reports, correspondence, and other written materials.
- Make effective oral presentations of complex material to diverse audiences, including employees, committees, and, as assigned, to the City Council.
- Demonstrate an awareness and appreciation of the cultural diversity of the community and work with diverse populations and maintain an inclusive environment.
- Establish and maintain effective working relationships with those contacted in the course of work.

**ADDITIONAL REQUIREMENTS**

The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.

City of Solana Beach employees are designated Disaster Service Workers through state law (California Government Code Section 3100-3109). Employment with the City requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Worker-related training as assigned, and to return to work as ordered in the event of an emergency.

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**PHYSICAL AND MENTAL DEMANDS/WORKING CONDITIONS**

*The physical and mental demands herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential job functions.*

- Mental function: Includes reading, writing, mathematical computations, operating a computer, problem solving, managing multiple projects, calmly handling complaints and problems from irate citizens or contractors, decision making under stressful conditions, and executing assignments with general supervision/direction and within established deadlines.
- Productivity: Incumbents must perform work in an efficient, effective, and timely manner as directed/assigned.
- Mobility: Incumbents require sufficient mobility to work in an office setting and operate office equipment. Ability to sit, stand, walk, kneel, crouch, stoop, squat, twist, climb, lift 60 lbs., and push or pull objects up to 100 lbs. and sit, stand, walk for prolonged periods.
- Vision: Vision sufficient to read small print, computer screens, and printed documents, and to operate assigned equipment.
- Hearing: Incumbents are required to hear in the normal audio range with or without correction.
- Environment: Standard office environment with travel to attend meetings or conduct site investigations. Occasional exposure to temperature swings from indoor to outdoor temperatures; exposure to dust from atmosphere and volumes of paper; infrequent exposure to extreme heat and humidity in un-air-conditioned facilities; extreme noise working at off-site locations; mechanical and electrical hazards of equipment; fumes and odors of burned wiring. Work environment is an 80-hour biweekly work period, with unscheduled breaks. Duties may require working varying hours and days. Work is performed in City Hall and other off-site locations. Work characteristics are both formal and informal; both autonomous and team-oriented; having both routine and variable tasks; with variable pace and pressure.
- Physical: Primary functions require sufficient physical ability to work in an office setting and operate office equipment. Continuous fine finger dexterity to manipulate small tools and equipment; Frequent walking, standing, sitting, side-to-side turning of neck; firm grasp to lift and move equipment; Occasional bending and stooping, squatting, reaching at and above shoulder height, pushing/pulling up to 100 lbs., twisting at waist, upward and downward flexion of neck; lifting of objects weighing up to 60 lbs. Infrequent kneeling.
- Other factors: Incumbents may be required to work extended hours including evenings, weekends, and holidays. Incumbents may be required to travel outside City boundaries to attend meetings.

# **City of Solana Beach**

## **SUSTAINABILITY PROGRAM MANAGER**

### **At-Will**

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.*

#### **DEFINITION**

Under general direction of the City Manager or Assistant City Manager, the Sustainability Program Manager is responsible for planning and managing activities to implement greenhouse gas (GHG) reduction initiatives throughout the City, identify funding opportunities for program implementation and oversee monitoring and reporting progress. The Program Manager will also identify strategic partnerships within the County and to execute the strategies of the City's Climate Action Plan (CAP). Working with other departments, external stakeholders, and local residents and businesses on a regular basis will be critical to ensure the City equitably reaches its Climate Action goals. This individual will be required to utilize strong communication skills and political acumen for on-going coordination with the City's Climate & Resiliency Commission, Councilmembers and other City departments and staff. The Sustainability Program Manager is a FLSA exempt at-will management position.

#### **CLASS CHARACTERISTICS**

This class provides overall organizational project management for the City's sustainability and climate programs with significant responsibility for cross-functional projects affecting multiple City departments and efforts requiring regional convening, collaboration, and coordination. In addition to oversight of Staff, the work involves such administrative functions as assisting in the development of and implementing policies and procedures and ensuring overall service effectiveness in areas of responsibility.

#### **ESSENTIAL JOB FUNCTIONS**

*The following duties are typical for this classification. Incumbents may not perform all of the listed duties*

**City of Solana Beach**  
**Sustainability Program Manager**

*and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.*

- Responsible for implementation, monitoring, and measurement of the City's comprehensive Climate Action Plan (CAP) and ensures compliance with local, state, and federal regulations and policies.
- Continuously monitors and evaluates the efficiency and effectiveness of sustainability programs; develops outcome measurements for sustainability and climate initiatives.
- Supports department leadership in studying new and proposed sustainability programs, projecting energy savings and overall program feasibility. Develop methodologies used and document steps taken throughout the data collection and analysis process.
- Serves as the City's representative for a variety of joint powers agreements and contracts for professional and support services; negotiates and administers agreements for City services, including, solid waste, recycling and organics recycling (SB 1383), County grant agreements and homelessness program service agreements.
- Provides Staff support, including preparing of Staff Reports and follow-up on actions taken by subcommittees and City Council.
- Provides input into the development and implementation of goals, objectives, policies, procedures, and work standards for the City; provides input into the development and administration of the City Manager's departmental budget.
- Conducts organizational, operational, financial, and analytical studies; evaluates alternatives; prepares recommendations and narrative and statistical reports; and implements policy and procedural changes after approval.

**City of Solana Beach**  
**Sustainability Program Manager**

- Conducts outreach efforts to internal and external stakeholders regarding general sustainability information including the Climate Action Plan programs and mitigation measures, waste reduction, Greenhouse Gas (GHG) emissions reductions, community event sustainability requirements and overall sustainability progress.
- Monitors and interprets various external factors, such as economic conditions, new legislation, and state and federal funding changes to determine the impact on City; develops policies, procedures, standards, and ordinances to ensure compliance with applicable laws and regulations.
- Makes presentations to the City Council, and other City commissions and committees; represents the City in meeting with members of community, business, professional, educational, and governmental organizations.
- Serves as a professional Staff resource to the City's Executive and Management Staff.
- May direct the work of Staff on a project or day-to-day basis, trains Staff in work procedures.
- Identifies, plans, implements, and evaluates goals, objectives, priorities, and activities within assigned areas of responsibility in a manner consistent with the City's overall goals and objectives, including developing strategies for the successful achievement of such.
- Prepares and directs the preparation of a variety of written correspondence, reports, policies, procedures, ordinances, requests for proposals, agreements, grant administration reporting requirements and other written materials.
- Works to increase community awareness on sustainability and climate efforts, and to promote, market and advertise the City's efforts; maintains current information on the City's sustainability and climate website pages; creates sustainability information for the City's Weekly Update newsletter.

**City of Solana Beach  
Sustainability Program Manager**

- Continuously monitors available grants, manages the preparation of grant applications, and ensures administration per grant requirements.
- Prepares reports to State regulatory agencies.
- Monitors changes in laws, regulations and technology that may affect City activities and functions; implements policy and procedural changes as required.
- Receives, investigates, and responds to citizen and employee complaints, inquiries, and requests for services.
- Coordinates with and assists the business community on education, outreach and compliance with local, county and State requirements.
- Acts as the Staff liaison to the Climate & Resiliency Commission.
- Coordinates the School Crossing Guard program in conjunction with the School District.
- Experience with website administration and social media is preferred, but not required.
- Performs other duties as required.

**QUALIFICATIONS GUIDELINES**

**Education:**

Possession of a bachelor's degree from an accredited college or university with major course works in Environmental Science, Public Administration, Economics, Business Administration, Political Science, Public Policy, or closely related field. A master's degree in public administration, business administration or closely related field is desirable.

**Experience:**

Minimum of five (5) years of increasingly responsible professional experience in sustainability, renewable energy, energy efficiency and/or climate programs or closely related field, including two (2) years of administrative and/or supervisory experience.

**KNOWLEDGE, SKILLS & ABILITIES**

**Knowledge of:**

- Principles, practices, and procedures of public administration in a municipal setting.
- Greenhouse gas emissions inventories; high impact greenhouse gas emissions reduction strategies
- Functions and services of a municipal government.
- Principles and techniques of conducting analytical studies, evaluating alternatives, and making sound recommendations.
- Basic budgetary and contract administration practices in a public agency.
- Applicable laws, codes, and regulations.
- Principles and techniques of program planning, implementation, and administration.
- Statistical and financial analysis and records management principles and practices.
- Principles and practices of public administration, including purchasing and contracting and the maintenance of public records.
- Principles and practices of management and supervision; the City's personnel policies and Memoranda of Understanding.
- Techniques for making effective public presentations.
- English usage, grammar, spelling, vocabulary, and punctuation.
- Computer applications related to the work.
- Techniques for effectively representing the City in contacts with insurance providers, governmental agencies, third-party administrators, and employees.
- Techniques for providing a high level of customer service to City Staff, and variety of individuals from various socio-economic, cultural, and ethnic backgrounds, in person and over the telephone.

**City of Solana Beach**  
**Sustainability Program Manager**

- Program management, budgeting, and supervisory techniques.
- Modern office practices, methods, computer equipment and computer applications.

**Ability to:**

- Provide accurate interpretations of policies and regulations.
- Create and monitor budgets effectively.
- Prepare a variety of reports and analyses, which are written clearly, concisely, and accurately.
- Maintain confidentiality of sensitive information and records.
- Analyze issues and make recommendations to resolve administrative and procedural problems.
- Develop written presentations and reports, which include drawing conclusions and making recommendations.
- Establish and maintain effective working relationships with applicants, employees, City officials, bargaining units, and the general public.
- Organize own work, set priorities, and meet critical deadlines; use initiative and independent judgment within established procedural guidelines; plan and organize responsibilities so that reports are produced in a timely and accurate manner; exercise independent judgment; and make sound decisions.
- Accomplish work with a minimum of supervision and with only general direction.
- Assist directing the work of others on a project or day-to-day basis, train others in work procedures.
- Plan, organize, assign, train, supervise, review, and evaluate the activities and staff of assigned program areas.
- Monitor and analyze current developments and legislation and their implications for the City.
- Prepare clear, concise, and effective reports, correspondence, and other written materials.
- Make effective oral presentations of complex material to diverse audiences as needed.
- Communicate clearly and concisely, both orally and in writing.
- Use tact, initiative, prudence, and independent judgment within general policy and legal guidelines.

- Work in a team atmosphere and participate on a variety of departmental and Citywide committees to enhance the provision of all City services.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Demonstrate an awareness and appreciation of the cultural diversity of the community and work with diverse populations and maintain an inclusive environment.
- Establish and maintain effective working relationships with those contacted in the course of work.

**Special Requirements:**

- Possession of a valid Class "C" California driver's license with a satisfactory driving record.
- Incumbents may be asked to travel on City business, using their own vehicle or a City vehicle, and are required to be in the Department of Motor Vehicles Pull Notice Program.

**ADDITIONAL REQUIREMENTS**

The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.

City of Solana Beach employees are designated Disaster Service Workers through state law (California Government Code Section 3100-3109). Employment with the City requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Worker-related training as assigned, and to return to work as ordered in the event of an emergency.

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## **PHYSICAL AND MENTAL DEMANDS/WORKING CONDITIONS**

*The physical and mental demands herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential job functions.*

- Mental function: Includes reading, writing, mathematical computations, operating a computer, problem solving, managing multiple projects, calmly handling complaints and problems from irate citizens or contractors, decision making under stressful conditions, and executing assignments with general supervision/direction and within established deadlines.
- Productivity: Incumbents must perform work in an efficient, effective, and timely manner as directed/assigned.
- Mobility: Incumbents require sufficient mobility to work in an office setting and operate office equipment. Ability to sit, stand, walk, kneel, crouch, stoop, squat, twist, climb, lift 60 lbs., and push or pull objects up to 100 lbs. and sit, stand, walk for prolonged periods.
- Vision: Vision sufficient to read small print, computer screens, and printed documents, and to operate assigned equipment.
- Hearing: Incumbents are required to hear in the normal audio range with or without correction.
- Environment: Standard office environment with travel to attend meetings or conduct site investigations. Occasional exposure to temperature swings from indoor to outdoor temperatures; exposure to dust from atmosphere and volumes of paper; infrequent exposure to extreme heat and humidity in un-air-conditioned facilities; extreme noise working at off-site locations; mechanical and electrical hazards of equipment; fumes and odors of burned wiring. Work environment is an 80-hour biweekly work period, with unscheduled breaks. Duties may require working varying hours and days. Work is performed in City Hall and other off-site locations. Work characteristics are both formal and informal; both autonomous and team-oriented; having both routine and variable tasks; with variable pace and pressure.
- Physical: Primary functions require sufficient physical ability to work in an office setting and operate office equipment. Continuous fine finger dexterity to manipulate small tools and equipment; Frequent walking, standing, sitting, side-to-side turning of neck; firm grasp to lift and move equipment; Occasional bending and stooping, squatting, reaching at and above shoulder height, pushing/pulling up to 100 lbs., twisting at waist, upward and downward flexion of neck; lifting of objects weighing up to 60 lbs. Infrequent kneeling.
- Other factors: Incumbents may be required to work extended hours including evenings, weekends, and holidays. Incumbents may be required to travel outside City boundaries to attend meetings.

# **City of Solana Beach**

## **SENIOR OCEAN LIFEGUARD**

### **Regular /Full-Time**

***Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.***

#### **DEFINITION**

Under general supervision, participates in the surveillance of ocean shorelines; performs rescue operations and prevents accidents; supervises and trains seasonal staff; assist the Marine Safety Lieutenant and Sergeants with special projects; may be assigned for oversight of beach/water educational programs under the direction of the Marine Safety Captain; performs related duties as required.

#### **CLASS CHARACTERISTICS**

An incumbent in this class is responsible for supervising, training and monitoring assigned marine safety staff, as well as carrying out the full range of assigned duties in the ocean lifeguard function. The Senior Ocean Lifeguard is distinguished from the lower-level Lifeguard class in that an incumbent in the latter class is not responsible for leading, training or supervising other employees and is not required to have attained a full range of skills/expertise in advanced lifeguarding techniques. The Senior Lifeguard is distinguished from the higher-level Marine Safety Sergeant class in that the latter has full supervisory and administrative duties related to operating the City's Marine Safety Department. The Senior Ocean Lifeguard position is an hourly FLSA non-exempt position and a member of the Solana Beach Employees Association – Marine Safety (SBEA-MSU).

#### **ESSENTIAL FUNCTIONS**

*The duties and responsibilities listed below are intended only as examples of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related to or a logical assignment to the class.*

- Maintains surveillance over an assigned ocean beach area; participates in the most difficult beach, and ocean related rescue operations. Supervises subordinate staff.

- Makes vehicular patrols of beach areas; warns bathers of dangerous conditions and posts appropriate signage and flags; administers emergency medical care; enforces beach and park related municipal codes, ordinances, and regulations; operates rescue watercraft in an assigned area.
- Maintains and supervises the maintenance of facilities including minor painting tasks, sweeping, and cleaning floors, cleaning facilities and equipment, removing trash, and other custodial related tasks; cleans vehicles, boats, and other equipment; assists in relocating lifeguard towers including the installation of phones; stocks the lifeguard towers and vehicles.
- Assists in conducting special events; may be responsible for oversight of beach/water educational programs.
- Performs dispatch duties including answering the telephone, routing calls to the appropriate party; maintains tally of daily statistics in department log, reports all hazardous materials, dead or injured animals to superiors.
- Reviews reports prepared by subordinates for accuracy, sufficiency, clarity, and completeness; prepares special and/ or summary reports.
- Keeps supervisors informed on events affecting area of responsibility, including personnel problems, complaints, and other occurrences having an impact on the department or City.
- Advises subordinate Staff on job-related matters; assists Staff to improve skills and abilities; resolves conflict or problematic situations arising out of assignments; creates a positive work environment; maintains discipline and initiates corrective action; ensures compliance with safety practices and policies.
- Under general supervision, investigates citizen complaints, responds to citizen inquiries and advises supervisors of incidents; takes necessary action to correct deficiencies in practices, work methods, and operations of subordinate staff.
- Attends department staff meetings and training sessions; participates in employee development activities as assigned; keeps abreast of developments

which affect public safety and/or information which would assist subordinates in the performance of their duties.

- Ensures vehicles and equipment are maintained, while also following established procedures and standards.

## **QUALIFICATIONS GUIDELINES**

### **Experience:**

A minimum of three (3) summer seasons and two (2) winter seasons of experience as an ocean lifeguard.

### **Education and Certification Requirements:**

- Graduation from high school or equivalent
- Emergency Medical Technician – Basic (EMT- B)
- Current Basic Life Support (BLS for Healthcare Providers) level CPR card or equivalent
- Miramar College Open Water Lifeguard Certificate or equivalent completion of a Lifeguard Academy meeting the advanced guidelines for open water lifeguard training and standards of the United States Lifesaving Academy (USLA)
- Open Water Scuba Diving
- Rescue Watercraft Operator certificate or equivalent
- Beach Driving Certificate/Lifeguard Vehicle Operations or equivalent

## **Knowledge and Abilities**

### **Knowledge of:**

- Operation of a marine safety facility and department
- Ocean currents and conditions, ocean rescues and safety procedures.
- First Aid and CPR/AED.
- Related municipal codes and Department SOP Manual
- Rescue watercraft operations; maintenance of safety equipment and vehicles; operation of rescue and emergency vehicles.
- Public relations techniques; inter-agency communication.
- Physical layout and aquatic environment of the City and adjoining areas.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors and City staff

- Occupational hazards and safety standards.
- Techniques for effectively dealing with individuals of various ages, various socioeconomic, cultural, and ethnic groups, and effectively representing the City in contacts with the public.
- Maintain a safe work environment in accordance with programs and City policies and procedures for participants, patrons, co-workers, and self.
- Safe driving rules and practices.
- English usage, grammar, spelling, vocabulary, and punctuation.
- Program management, and basic supervisory techniques.
- Modern office practices, methods, computer equipment and computer applications.

**Ability to:**

- Apply, interpret, explain and enforce applicable federal, state, local and departmental policies, procedures, laws and regulations.
- Think clearly and act effectively in emergency situations; work independently and demonstrate initiative in performance of assignments.
- Maintain integrity of intra-departmental communication and chain of command.
- Identify and inform superiors of sensitive issues and/or situations; analyze relevant information, develop and present recommendations and justification for solution.
- Understand and follow verbal and written directions; write clear, concise, and accurate reports.
- Maintain accurate records and files of work performed.
- Develop and recommend systems and procedures related to assigned operations.
- Establish and maintain cooperative working relationships; communicate effectively both verbally and in writing; meet the public in situations requiring diplomacy and tact.
- Supervise, train, plan, organize, schedule, assign, review, and evaluate the work of assigned marine safety staff.
- Maintain confidentiality of sensitive information and records.

- Use of the English language to effectively communicate in person, over the telephone, and in writing.
- Demonstrate initiative by proactively identifying and taking on tasks in the workplace.
- Troubleshoot and resolve issues thoroughly by leveraging all available knowledge, skills, and resources.

### **Special Requirements**

- Possession of or ability to obtain a Class C California driver's license and a satisfactory driving record.
- Incumbents may be asked to drive for City business, using their own vehicle or a City vehicle, and are required to be in the Department of Motor Vehicles Pull Notice Program.
- Incumbents in this classification will be required to work evenings, weekends, and holidays.

### **ADDITIONAL REQUIREMENTS**

The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.

City of Solana Beach employees are designated Disaster Service Workers through state law (California Government Code Section 3100-3109). Employment with the City requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Worker-related training as assigned, and to return to work as ordered in the event of an emergency.

**CONTINUED ON NEXT PAGE**

## **PHYSICAL AND MENTAL DEMANDS/WORKING CONDITIONS**

*The physical and mental demands herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential job functions.*

- **Physical:** While performing the duties of this class, an employee is frequently required to run, swim, paddle and walk long distances; stand and sit for long periods; climb or balance; stoop, kneel, bend, crouch or crawl; reach with hands and arms; talk and hear both in person from close and long distances and by phone or radio; use hands to finger, handle, feel or operate lifesaving equipment; and drive a vehicle. The employee regularly lifts, pushes or pulls persons or equipment over 100 pounds. Incumbent must have the physical strength, endurance, and ability to operate assigned motorized equipment, vehicles and vessels; ability to pass the annual 500-meter open water re-qualification swim test in ten minutes or less.
- **Vision:** Must have vision correctable to 20/30, including close vision, distance vision, use of both eyes, ability to distinguish basic colors and shades; depth perception, peripheral vision and ability to adjust focus.
- **Hearing:** Incumbents are required to hear in the normal audio range with or without correction.
- **Mental Demands:** While performing the duties of this class, the employee is regularly required to use written and oral communication skills; observe and interpret people and situations; analyze and solve problems; read and interpret data, information and documents; use math and mathematical reasoning; perform work on multiple, concurrent tasks with constant interruptions; work under intensive pressure and deadlines; interact with the public, management, representatives of other governmental agencies and staff, and deal with distressed, quarrelsome or abusive individuals.
- **Work Environment:** The employee regularly works in outdoor weather conditions, is routinely exposed to the sun, may be exposed to extreme heat or cold; works on uneven and/or slippery surfaces and is periodically exposed to hazardous conditions/situations and communicable diseases.

**MARINE SAFETY EMPLOYEES  
SALARY SCHEDULE 4  
Updated January 29, 2025**

			Hourly						Monthly					
Pay Grade		Job Classification	Step A	Step B	Step C	Step D	Step E	Step F	Step A	Step B	Step C	Step D	Step E	Step F
Marine Safety	7001	Senior Ocean Lifeguard	\$ 32.11	\$ 33.71	\$ 35.41	\$ 37.18	\$ 39.04	\$ 40.99	\$ 5,565.73	\$ 5,843.07	\$ 6,137.73	\$ 6,444.53	\$ 6,766.93	\$ 7,104.93
Marine Safety	7101	Marine Safety Sergeant	\$ 33.80	\$ 35.48	\$ 37.27	\$ 39.14	\$ 41.09	\$ 43.15	\$ 5,858.67	\$ 6,149.87	\$ 6,460.13	\$ 6,784.27	\$ 7,122.27	\$ 7,479.33
Marine Safety	7201	Marine Safety Lieutenant	\$ 40.84	\$ 42.89	\$ 45.03	\$ 47.28	\$ 49.64	N/A	\$ 7,078.93	\$ 7,434.27	\$ 7,805.20	\$ 8,195.20	\$ 8,604.27	N/A



## RESOLUTION 2025-011

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, APPROVING THE SIDE LETTER BETWEEN THE CITY AND THE SOLANA BEACH MARINE SAFETY EMPLOYEE GROUP FOR ADDITION OF THE SENIOR LIFEGUARD TO THE GROUP AND THE RECLASSIFICATION OF ONE MARINE SAFETY SERGEANT POSITION.**

**WHEREAS**, Employer-Employee Relations for the City of Solana Beach (hereinafter, "City") are governed by California Government Code section 3500 through 3511, known as the Meyers-Milias-Brown Act, and

**WHEREAS**, the Solana Beach Employees' Association-Marine Safety Unit (SBEA-MSU) is the recognized bargaining unit for the Marine Safety employees of the City of Solana Beach; and

**WHEREAS**, the City SBEA-MSU met and conferred in good faith regarding the addition of a Senior Ocean Lifeguard position to the Marine Safety Department and to reclassify one vacant Marine Safety Sergeant position to a Marine Safety Lieutenant position; and

**WHEREAS**, the parties reached agreement to the terms and memorialized the agreed upon terms in a Side Letter Agreement ("Side Letter Agreement"); and

**WHEREAS**, the City Council approved the Side Letter Agreement at a regular Council Meeting on January 29, 2025; and

**WHEREAS**, the attached Side Letter Agreement has been ratified and approved by the membership of SBEA-MSU; and

**WHEREAS**, the City Council has considered the City Manager's recommendations and is prepared to approve the terms of the Side Letter Agreement for employees represented by the above-mentioned group.

**NOW, THEREFORE**, the City Council of the City of Solana Beach, California, does resolve as follows:

1. That the foregoing recitations are true and correct.
2. The attached Side Letter Agreement between the City and employees represented by SBEA-MSU is hereby approved, effective January 29, 2025.

**PASSED AND ADOPTED** this 29<sup>th</sup> day of January 2025 at a regular meeting of the City Council of the City of Solana Beach, California, by the following vote:

AYES: Councilmembers –  
NOES: Councilmembers –  
ABSENT: Councilmembers –  
ABSTAIN: Councilmembers –

\_\_\_\_\_  
LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
JOHANNA N. CANLAS, City Attorney

\_\_\_\_\_  
ANGELA IVEY, City Clerk

**SIDE LETTER AGREEMENT  
BETWEEN  
THE CITY OF SOLANA BEACH  
AND THE  
SOLANA BEACH EMPLOYEES' ASSOCIATION - MARINE SAFETY UNIT  
ADDITION OF THE SENIOR OCEAN LIFEGUARD POSITION AND RECLASSIFICATION OF ONE  
VACANT SEARGENT POSITION**

The City of Solana Beach (hereinafter referred to as "City") and the Solana Beach Employees' Association - Marine Safety Unit ("SBEA-MS") entered into a Memorandum of Understanding ("MOU") with a term beginning on July 1, 2022, and terminating on June 30, 2026. The City and SBEA-MS are collectively referred to herein as the "Parties." The Parties now enter into this Side Letter of Agreement ("Agreement") as an amendment to the MOU.

The specific provisions contained in this Agreement shall supersede any conflicting prior oral or written agreements, including the MOU, regarding the matters contained in this Agreement. Except as otherwise provided in this Agreement, the remainder of the MOU and other terms and conditions of employment, including agreements regarding wages and hours, shall remain in full force and effect.

The Parties have satisfied their obligations to meet and confer in good faith in accordance with the Meyers-Milias-Brown Act ("MMBA") concerning the terms and conditions of this Agreement and its implementation.

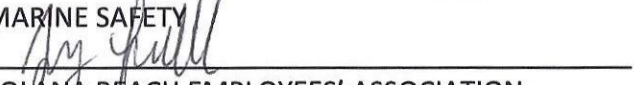
Thus, the Parties mutually agree to add a regular full-time Senior Ocean Lifeguard position to the SBEA-MS membership and to reclassify one vacant Marine Safety Sergeant position to a Marine Safety Lieutenant position.

A copy of the job description and an updated Marine Safety Salary Schedule 4 is attached to this sideletter.

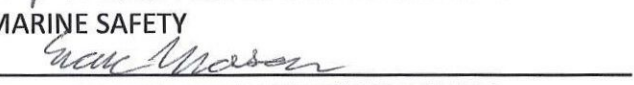
The City and SBEA-MS agree that this Side Letter Agreement will be presented to the City of Solana Beach City Council for its determination prior to implementation and shall not be effective until or unless the City Council renders its approval.

Date: 1/22/25 \_\_\_\_\_  


SOLANA BEACH EMPLOYEES' ASSOCIATION -  
MARINE SAFETY

Date: 1/27/2025 \_\_\_\_\_  


SOLANA BEACH EMPLOYEES' ASSOCIATION -  
MARINE SAFETY

Date: 1/22/2025 \_\_\_\_\_  


SOLANA BEACH EMPLOYEES' ASSOCIATION -  
MARINE SAFETY

Date: \_\_\_\_\_  
\_\_\_\_\_  
CITY OF SOLANA BEACH



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Alyssa Muto, City Manager  
**MEETING DATE:** January 29, 2025  
**ORIGINATING DEPT:** Community Development Department – Corey Andrews, Principal Planner  
**SUBJECT:** **Public Hearing: Request for a DRP/SDP to Construct a Replacement Multi-level, Single-Family Residence with an Attached Two-Car Garage and Perform Associated Site Improvements at 501 South Rios Avenue. (DRP23-007 SDP23-009) Applicant: Donia Ackad; APN: 298-092-05; Resolution 2025-004)**

## **BACKGROUND:**

The Applicant, Donia Ackad, is requesting City Council approval of a Development Review Permit (DRP) and Structure Development Permit (SDP) to demolish the existing residence and construct a replacement multi-level, single-family residence with a subterranean basement, attached main floor garage and associated site improvements. The 10,009 square-foot lot is located in the Low Residential (LR) Zone and the Scaled Residential Overlay Zone (SROZ). The project proposes 1,920 cubic yards of excavation, 70 cubic yards of fill, 10 cubic yards of excavation for footings, 100 cubic yards of removal and recompaction and 1,850 cubic yards of excavation for 2,100 cubic yards of aggregate (total) grading. The maximum height of the proposed residence would be 22.95 feet above the proposed grade or approximately 134.25 feet above Mean Seal Level (MSL).

The project requires a DRP for proposed grading in excess of 100 cubic yards and a proposed maximum floor area in excess of 60 percent of the maximum allowable for the property and a second floor that exceeds 35% of the floor area of the first floor. The project requires an SDP because the proposed residence will exceed 16 feet in height as measured from the pre-existing grade. The issue before the Council is whether to approve, approve with conditions, or deny the Applicant's requests for a DRP/SDP, as contained in Resolution 2025-004 (Attachment 1).

<p>CITY COUNCIL ACTION:</p> <hr/> <hr/>
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**DISCUSSION:**

The subject property is located on the west side of South Rios Avenue and south of the intersection with Rosa Street. The existing topography of the lot slopes downward diagonally across the property from the southeast corner of the lot as you move northwest, with a change in elevation of approximately 12 feet. The existing development onsite includes a single-story, single-family residence and a detached shed that is accessed from the northeast angled property line that fronts on Rosa Street. With the proposed project, all existing onsite improvements will be demolished and the Applicant is proposing to construct a replacement multi-level single-family residence with two attached garages and a subterranean basement as well as associated site improvements.

Table 1 (below) provides a comparison of the SBMC applicable zoning regulations with the Applicant’s proposed design.

<b>Table 1</b>			
<b>LOT INFORMATION</b>			
<b>Property Address:</b>	502 S Rios Ave	<b>Zoning Designation:</b>	LR (3 du/ac)
<b>Lot Size:</b>	10,009 sf	<b># Units Allowed:</b>	1 SFR, 1 ADU, 1JADU
<b>Max. Allowable Floor Area:</b>	3,702 sf	<b># Units Ex/Proposed:</b>	1 SFR,
<b>Proposed Floor Area:</b>	3,690 sf	<b>Setbacks: (c)</b>	<b>Required      Proposed</b>
<b>Below Max. Floor Area by:</b>	12 sf	Front (East)	20 ft*      20 ft
<b>Max. Allowable Height:</b>	25 ft	Int. Side (North)	10 ft      10 ft
<b>Max. Proposed Height:</b>	22.95 ft	Int. Side (South)	10 ft      10 ft
<b>Highest Proposed Point:</b>	134.25 MSL	Rear (West)	25 ft      25 ft
*Reduced because minimum lot depth is less than 100 ft.			
<b>PROPOSED PROJECT INFORMATION</b>			
<b>Proposed Floor Area Breakdown:</b>		<b>Required Permits:</b> <b>DRP</b> for grading in excess of 100 cubic yards and proposed total floor area to exceed 60% of maximum allowable and a second floor that exceeds 35% of the floor area of the first floor.  <b>SDP:</b> for construction in excess of 16 feet in height as measured from the pre-existing grade.	
Basement Living Area	2,343 sf		
Main Floor Living Area	1,993 sf		
Upper level Living Area	1,043 sf		
Subtotal	6,433 sf		
Off-Street Parking Exemption	- 400 sf		
Basement Exemption	-2,343 sf		
<b>Total Proposed Floor</b>	<b>3,690 sf</b>		
<b>Required Parking:</b> 2 (SFR)			
<b>Proposed Parking:</b> 3 Garage			
<b>Proposed Fences and Walls:</b> Yes			
<b>Proposed Accessory Structure:</b> No			
<b>Existing Development:</b> Single-family residence with detached shed to be demolished.			
<b>Proposed Grading:</b> 1,920 CY of cut; 70 CY of fill; 10 CY of excavation for footings; 100 CY for removal and recompaction, an aggregate grading quantity of 2,100 CY; and 1,850 CY of export			

Staff has prepared draft findings for approval of the DRP in the attached Resolution 2025-004 for Council’s consideration based upon the information in this report. The applicable SBMC sections are provided in italicized text and recommended conditions of approval

from the Community Development, Engineering, and Fire Departments are incorporated in the DRP Resolution of Approval. The Council may direct Staff to modify the Resolution to reflect the findings and conditions it deems appropriate as a result of the Public Hearing process. If the Council determines the project is to be denied, Staff will prepare a Resolution of Denial for adoption at a subsequent Council meeting.

The following is a discussion of the findings for a DRP as each applies to the proposed project as well as references to recommended conditions of approval contained in Resolution 2025-004.

**Development Review Permit Compliance (SBMC Section 17.68.40):**

A DRP is required because the proposed development includes grading in excess of 100 cubic yards and the total floor area would exceed 60 percent of the maximum allowable for the property and the second floor exceeds 35% of the floor area of the first floor. The Council may approve, or conditionally approve, a DRP only if all of the findings listed below can be made. If the findings cannot be made, the Council shall deny the DRP. Resolution 2025-004 provides a full discussion of the findings.

1. The proposed development is consistent with the general plan and all applicable requirements of the zoning ordinance including special regulations, overlay zones, and specific plans.
2. The proposed development complies with the development review criteria.
3. All required permits and approvals issued by the city, including variances, conditional use permits, comprehensive sign plans, and coastal development permits have been obtained prior to or concurrently with the development review permit.
4. If the development project also requires a permit or approval to be issued by a state or federal agency, the city council may conditionally approve the development review permit upon the Applicants obtaining the required permit or approval from the other agency.

**DRP Finding #1**

**General Plan Consistency**

The proposed project may be found consistent with the General Plan, which designates the property as Low Density Residential and is intended for single-family residential development at a maximum density of three dwelling units per acre. The proposed development could be found to be consistent with the objectives of the General Plan as it encourages the development and maintenance of healthy residential neighborhoods, the stability of transitional neighborhoods, and the rehabilitation of deteriorated neighborhoods.

### Specific Plans and Special Overlays

The property is located in the SROZ, which specifies development standards to preserve and enhance the existing community character and aesthetic quality of the City of Solana Beach, by providing regulations to ensure and protect the character, traditional scale, and seaside orientation of established residential neighborhoods. The project, as designed, complies with the SROZ maximum allowable floor area.

The entire City of Solana Beach is located within the Coastal Zone. As a condition of project approval, the Applicant will be required to obtain a Coastal Development Permit, Waiver, or Exemption from the California Coastal Commission prior to the issuance of building or grading permits.

### Zoning Ordinance Consistency

SBMC Section 17.20.010(C) specifies that the LR Zone is intended for residential development in areas characterized primarily by detached single-family homes on both older and newer subdivided lots. SBMC Section 17.20.030 outlines property development regulations, which are analyzed below.

#### Minimum Yards/Setbacks:

Minimum yard dimensions (setbacks) for the LR Zone are determined by the setback designator indicated on the City of Solana Beach official zoning map. The setback designator for the subject property is “c”, which requires 25-foot front and rear yard setbacks and 10-foot street and interior side yard setbacks. According to SBMC 17.20.030, the required front yard setback can be reduced to 20 feet when the average lot depth is less than 100 ft. With the proposed project, the Applicant is required to make a four-foot dedication which makes the average lot width for the lot approx. 94.43 feet. The proposed project includes allowable encroachments into the rear-yard setback, including a pool and spa.

The proposed project includes allowable encroachments into the rear-yard setback, including a pool and spa, and fire pit.

#### Maximum Floor Area Ratio:

The property is located within the boundaries of the SROZ, which specifies a tiered calculation for maximum allowable floor area. The maximum allowable floor area calculation for 10,009 square-foot lot, pursuant to the provisions of the SROZ, is as follows:

0.50 for first 6,000 ft <sup>2</sup>	3,000 ft <sup>2</sup>
0.175 for 6,000 to 15,000 ft <sup>2</sup>	702 ft <sup>2</sup>
<u>Maximum Allowable Floor Area:</u>	<u>3,702 ft<sup>2</sup></u>

The proposed residence includes a 2,343 square-foot subterranean basement living area consisting of three bedrooms with ensuite bathrooms, a family room, a powder room, utility room, laundry room, elevator, and storage area. The basement qualifies for a square footage exemption under the SROZ regulations as it is considered a fully subterranean basement where no portions of the grade adjacent to the basement is more than three feet lower than the finished floor of the main floor except for the required lightwells. Therefore, the entire 2,343 square foot basement is considered exempt.

The 1,993 square-foot main floor consists of a mud room, kitchen/dining room with an attached pantry, a living room, office, and powder room. The total proposed 804 square feet of garage spaces is made up of a two-car garage and separate single car garage that are both attached to the residence. There is an enclosed trash and recycling area that is counted towards the floor area of the main floor. The upper level consists of the primary bedroom suite and another bedroom with an ensuite bathroom. The upper living area connects to a 1,291 square foot deck.

The SBMC parking regulations require two off-street parking spaces per single-family residence. When required spaces are provided in a garage, 200 square feet of floor area is exempted for each required space. Two garages totaling 804 square feet would provide three unobstructed parking spaces and two spaces are required in total for the project; therefore, the project is afforded a 400 square-foot exemption from gross floor area calculation. With the exemption, the total gross floor area of the project would be 3,690 square feet, which is 12 square feet below the maximum allowable for the property.

#### Maximum Building Height:

The maximum building height for the LR Zone is 25 feet. The maximum height of the project would be 22.95 feet above the proposed grade. A Structure Development Permit (SDP) was required (discussed later in this report) because the proposed residence would exceed 16 feet in height from the pre-existing grade.

#### Required Off-Street Parking:

A single-family residence requires two off-street parking spaces, pursuant to SBMC Section 17.52.040 and the Off-Street Parking Design Manual (OSPDM). A total of two off-street parking spaces are required by the project and three unobstructed 9-foot by 19-foot parking spaces are accommodated in the attached garages.

#### Fences, Walls and Retaining Walls:

Within the front yard setback, the SBMC Section 17.20.040(O) allows fences and walls, or any combination thereof, to be no higher than 42 inches in height as measured from existing grade, except for an additional 2 feet that is at least 80% open to light. Fences, walls and retaining walls located within the rear and interior side yards are allowed to be up to 6 feet in height with an additional 2 feet that is 50% open to light and air. Fence and wall height is measured from the pre-existing grade.



Retaining walls are proposed along the perimeter property except for along the frontage of Rosa Avenue in order to support the higher grade on adjacent properties. There are stepped retaining walls proposed in the southeast and northwest corners of the lot. Fencing is proposed on top of the retaining wall closest to the property line. No portion of the fence/retaining wall combination would exceed 6 feet solid with an additional two feet of fence that is 50% open to light. When located within the front yard setback the fence/wall combination will not exceed 42 inches in height. Currently, the plans show fences and walls that comply with the requirements of SBMC 17.20.040(O) and 17.60.070(C). If the Applicant decides to modify any of the proposed fences and walls or construct additional fences and walls on the project site, a condition of project approval indicates that they would be required to comply with the Municipal Code.

#### Landscape:

Compliance with the current water efficient landscaping regulations of SBMC Chapter 17.56 and submittal of a Landscape Documentation Package is required for new development projects with an aggregate landscape equal to or greater than 500 square feet. The Applicant provided a conceptual landscape plan (including a planting plan and water use calculations) that has been reviewed by the City's third-party landscape architect, who has recommended approval. The Applicant will be required to submit detailed construction landscape drawings that will be reviewed by the City's third-party landscape architect for substantial conformance with the conceptual plan and consistency with the water efficient landscape regulations. In addition, the City's third-party landscape architect will perform an inspection during the construction phase of the project to verify consistency.

#### **DRP Finding #2**

The development review criteria topics referenced in DRP Finding #2 are listed below with further discussion as to how they relate to the proposed Project:

1. Relationship with Adjacent Land Uses
2. Building and Structure Placement
3. Landscaping
4. Roads, Pedestrian Walkways, Parking, and Storage Areas
5. Grading
6. Lighting
7. Usable Open Space

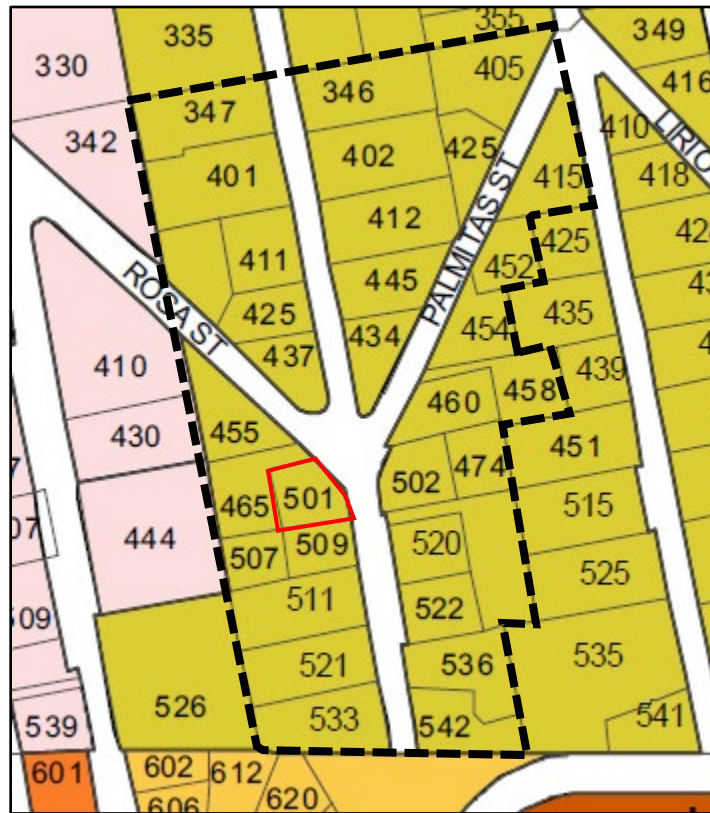
#### **Relationship with Adjacent Land Uses:**

The property is located within the LR Zone and SROZ as are the properties located in the immediate surrounding neighborhood on South Rios Avenue, Palmitas Street and Rosa Street. These properties are developed with a mix and one-and two-story single-family residences. Properties further to the west on Rosa Street and South Cedros Avenue are located in the Special Commercial (SC) Zone and are developed with a variety of commercial uses. The project, as designed, could be found consistent with the permitted

uses for the LR Zone as described in SBMC Sections 17.20.010 and 17.12.020. The maximum proposed floor area would be 12 square feet below the maximum allowable for the property.

Neighborhood Comparison:

Staff compared the proposed project to 32 nearby properties within the surrounding neighborhood and located on both sides of South Rios Avenue, Rosa Street, Palmitas Street, and South Granados Avenue, as shown on the following map:



The properties evaluated in this comparison are also located in the LR Zone and SROZ, and the lot sizes range from approximately 7,000 square feet to 23,000 square feet. The surrounding properties are developed primarily with single-family homes ranging in size from 1,430 square feet to 6,754 square feet. It should be noted that the two properties in the range that exceed 6,000 square feet were approved in recent years with finished basements that otherwise do not count as gross floor area.

The existing square footage information is obtained through the County Assessor records. It should be noted that the County Assessor does not include garages, covered patio or enclosed exterior areas, accessory buildings, or unfinished basements in the total square footage. Accordingly, the building area of the proposed project has been calculated for comparison purposes by deleting the area of the garage:

Project Gross Building Area:	6,433 ft <sup>2</sup>
Delete Attached Garage:	- 400 ft <sup>2</sup>
Project Area for Comparison to Assessor's Data:	6,033 ft <sup>2</sup>

It should be noted that the comparison square footage doesn't include the exemption for basement area which would not count towards the proposed FAR of the lot.

Table 2, on the following page, is based upon the County Assessor's data and SanGIS data. It contains neighboring lot sizes, the square footage of existing development and the maximum allowable square footage for potential development on each lot.

<b>Table 2</b>						
#	Property Address	Lot Size in ft2 (GIS)	Existing ft2 Onsite (Assessor's)	Proposed / Recently Approved ft <sup>2</sup>	Max. Allowable ft <sup>2</sup>	Zone
1	542 S Rios Ave	12,871	3,043		4,202	LR
2	536 S Rios Ave	16,268	2,474		4,702	LR
3	522 S Rios Ave	10,253	3,119		3,744	LR
4	520 S Rios Ave	10,157	Vacant		3,727	LR
5	474 S Rios Ave	19,410	Vacant		5,016	LR
<b>6</b>	<b>502 S Rios Ave</b>	<b>11,643</b>	<b>3,626</b>	<b>3,829</b>	<b>3,988</b>	<b>LR</b>
7	474 Palmitas St	9,231	3,231		3,565	LR
8	460 Palmitas St	12,212	3,262		4,087	LR
9	458 Palmitas St	12,190	3,078		4,083	LR
10	454 Palmitas St	11,944	3,986		4,040	LR
11	452 Palmitas St	8,929	2,483		3,513	LR
12	415 S Granados Ave	15,652	3,408		4,689	LR
13	434 S Rios Ave	13,153	1,708		4,252	LR
14	445 Palmitas St	14,925	5,559		4,562	LR
15	412 S Rios Ave	19,430	1,764		5,018	LR
16	425 Palmitas St	10,517	3,055		3,790	LR
17	402 S Rios Ave	20,535	6,754		5,102	LR
18	346 S Rios Ave	19,291	3,937		5,004	LR
19	405 S Granados Ave	20,348	4,353		5,092	LR
20	347 S Rios Ave	18,517	3,394		4,927	LR
21	401 S Rios Ave	23,149	2,017		5,232	LR
22	0 Rosa Street	12,371	Vacant		4,115	LR
23	411 S Rios Ave	13,108	N/A		4,244	LR
24	425 S Rios Ave	9,975	3,461		3,696	LR
25	437 S Rios Ave	10,127	2,992		3,722	LR
26	455 Rosa St	14,593	1,430		4,504	LR
27	465 Rosa St	12,785	2,192		4,187	LR
<b>28</b>	<b>501 S Rios Ave</b>	<b>10,009</b>	<b>1,496</b>	<b>6,033</b>	<b>3,702</b>	<b>LR</b>
29	507 S Rios Ave	7,169	2,408		3,205	LR

<b>Table 2</b>						
#	Property Address	Lot Size in ft2 (GIS)	Existing ft2 Onsite (Assessor's)	Proposed / Recently Approved ft <sup>2</sup>	Max. Allowable ft <sup>2</sup>	Zone
30	509 S Rios Ave	7,987	2,062		3,348	LR
31	511 S Rios Ave	18,403	Vacant		4,915	LR
32	521 S Rios Ave	18,420	Vacant	6,685	4,917	LR
33	533 S Rios Ave	17,346	4,732		4,810	LR

**Building and Structure Placement:**

The proposed residence would be located within the buildable area of the lot. The highest point of the proposed residence would be 134.25 feet MSL and 22.95 feet above the proposed grade. The proposed main floor would have a finished floor level of 112 feet MSL which is below the finished surface of Rios Avenue which is approximately 120 feet MSL at its highest point along the southeast corner of the lot and the finished surface of Rosa Street which is 114.9 MSL at the lowest point along the northeast corner of the lot.

The existing residence includes a 2,343 square-foot subterranean basement living area consisting of three bedrooms with ensuite bathrooms, a family room, a powder room, utility room, laundry room, elevator, and storage area. The basement qualifies for a square footage exemption under the SROZ regulations as it is considered a fully subterranean basement where no portions of the grade adjacent to the basement is more than three feet lower than the finished floor of the main floor except for the required lightwells. Therefore, the entire 2,343 square foot basement is considered exempt.

The 1,993 square-foot main floor consists of a mud room, kitchen/dining room with an attached pantry, a living room, office, and powder room. The total proposed 804 square feet of garage spaces is made up of a two-car garage and separate single car garage that are both attached to the residence. There is an enclosed trash and recycling area that is counted towards the floor area of the main floor. The upper level consists of the primary bedroom suite and another bedroom with an ensuite bathroom. The upper living area connects to a 1,291 square foot deck.

The proposed residence could be designed to minimize adverse impacts on the surrounding properties by the limited appearance of the structure from Rios Avenue.

**Landscape:**

The proposed “conceptual” landscape plan includes a variety of trees, shrubs, and groundcover. The City’s third-party landscape architect will review the construction drawings to verify consistency with the conceptual planting plan, ensuring that if alternative plantings are proposed, the mature heights would not exceed those shown on the conceptual plan considered by the City Council and included in Attachment 2. The City’s consultant will also perform an inspection after the landscape installation is

complete to verify consistency with both the water efficient landscape regulations and the approved planting plan.

Roads, Pedestrian Walkways, Parking, and Storage Areas:

The proposed design includes one attached two car garage on the eastern end of the proposed driveway and an attached single car garage on the southern side of the proposed driveway. In total the garage square footage would be 804 square feet. Three parking spaces that are 9 feet wide by 19 feet in length will be provided. Pedestrian access to the property would be provided from the proposed driveway through a door to the proposed mudroom. In addition, a pathway from Rosa Street is proposed south of the proposed driveway that provides access to the proposed entry to the residence. A separate enclosed trash and recycling storage area is proposed next to the single-car garage on the would be located on the northeast corner of the residence.

Grading:

The Applicant is proposing approximately 1,920 cubic yards of cut and 70 cubic yards of fill to construct the fully subterranean basement and a flat building pad with usable yard area. The project also includes 10 cubic yards of excavation for footings, 100 cubic yards of removal and recompaction and 1,850 cubic yards of export.

The proposed grading would provide a finished grade adjacent to the proposed main level of the residence at 111.30 feet above MSL. This is approximately 6.9 feet below the existing grade at the lowest point on the lot and 8.7 feet below finished surface of Rios Avenue at the southeast corner of the lot.

Lighting:

A condition of project approval requires that all new exterior lighting fixtures comply with the City-Wide Lighting Regulations of the Zoning Ordinance (SBMC 17.60.060). All light fixtures shall be shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding area.

Usable Open Space:

The project consists of the construction of a replacement multi-level residence with an attached garage, subterranean basement, and yard improvements; therefore, usable open space and recreational facilities are neither proposed nor required according to SBMC Section 17.20.040. As a condition of project approval, the Applicant will be required to pay the applicable Park Development Fee.

**Structure Development Permit Compliance (SBMC Chapter 17.63):**

The proposed structures would exceed 16 feet in height measured above the pre-existing grade, therefore, the project must comply with all View Assessment requirements of SBMC Chapter 17.63, and the Applicant was required to complete the SDP process. The

Story Pole Height Certifications for each unit were finalized and certified by a licensed land surveyor on May 23, 2024.

Notices were mailed to property owners and occupants within 300 feet of the project site establishing a deadline to file for View Assessment by December 4, 2024, per SBMC 17.63.040(D). No applications for View Assessment were received. Therefore, if the Council is able to make the required findings to approve the DRP, the SDP would be approved administratively per SBMC 17.63.040(E).

As a condition of approval, height certifications prepared by a licensed land surveyor will be required prior to the framing inspection certifying the highest point of each unit and the highest point of the new construction will not exceed 22.95 feet above the proposed grade and 134.25 feet above MSL.

**Property Frontage and Public Right-of-Way Improvements:**

The existing property frontage is improved with asphalt pavement with no edge control. The space between the edge of pavement and property line has been encroached by private improvements such as planting, decorative rocks and pebbles, and a fence. If approved, the Applicant will be required to remove the nonstandard private improvements from the right-of-way and construct a ten-foot graded D.G. pathway with the City standard 9-in concrete mountable curb along the entire property frontage on Rios Ave and Rosa St. One City standard driveway will be authorized on Rosa Street to replace the existing driveway at the same location. A four-foot right-of-way dedication along Rios Avenue and Rosa Street will be required.

**Public Hearing Notice:**

Notice of the City Council Public Hearing for the project was published in the Union Tribune more than 10 days prior to the public hearing. The same public notice was mailed to property owners and occupants within 300 feet of the proposed project site on January 17, 2025. As of the publication of this report, no correspondence has been received on the current design of the project.

**CEQA COMPLIANCE STATEMENT:**

The project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15303 of the State CEQA Guidelines. Class 3 consists of construction and location of limited numbers of new, small facilities or structures. Examples of this exemption include one single-family residence or second dwelling unit in a residential zone. In urbanized areas, up to three-single-family residences may be constructed or converted under this exemption.

**FISCAL IMPACT:** N/A

**WORK PLAN:** N/A

**OPTIONS:**

- Approve Staff recommendation adopting the attached Resolution 2025-004.
- Approve Staff recommendation subject to additional specific conditions necessary for the City Council to make all required findings for the approval of a DRP.
- Deny the project if all required findings for the DRP cannot be made.

**CITY STAFF RECOMMENDATION:**

The proposed project meets the minimum zoning requirements under the SBMC, may be found to be consistent with the General Plan and may be found, as conditioned, to meet the discretionary findings required as discussed in this report to approve a DRP. Therefore, Staff recommends that the City Council:

1. Conduct the Public Hearing: Open the Public Hearing, Report Council Disclosures, Receive Public Testimony, and Close the Public Hearing.
2. Find the project exempt from the California Environmental Quality Act pursuant to Section 15303 of the State CEQA Guidelines; and
3. If the City Council makes the requisite findings and approves the project, adopt Resolution 2025-004 conditionally approving a DRP/SDP to demolish the existing development onsite and construct a replacement multi-level residence with a subterranean basement, attached garages, and perform associated site improvements at 501 South Rios Avenue, Solana Beach.

  
Alyssa Muto, City Manager

Attachments:

1. Resolution 2025-004

## RESOLUTION 2025-004

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, CONDITIONALLY APPROVING A DEVELOPMENT REVIEW PERMIT AND STRUCTURE DEVELOPMENT PERMIT TO CONSTRUCT A REPLACEMENT MULTI-LEVEL SINGLE-FAMILY RESIDENCE, A SUBTERRANEAN BASEMENT, ATTACHED GARAGE, AND PERFORM ASSOCIATED SITE IMPROVEMENTS AT 501 SOUTH RIOS AVENUE, SOLANA BEACH, APN: 298-092-05**

**APPLICANT: Donia Ackad**  
**APPLICATION: DRP23-007/SDP23-009**  
**APN: 298-092-05**

**WHEREAS**, Donia Ackad (hereinafter referred to as “Applicant”), has submitted an application for a Development Review Permit (DRP) and Structure Development Permit (SDP) pursuant to Title 17 (Zoning) of the Solana Beach Municipal Code (SBMC); and

**WHEREAS**, the Public Hearing was conducted pursuant to the provisions of Solana Beach Municipal Code Section 17.72.030; and

**WHEREAS**, at the Public Hearing on January 29, 2025, the City Council received and considered evidence concerning the proposed application; and

**WHEREAS**, the City Council found the application request exempt from the California Environmental Quality Act pursuant to Section 15303 of the State CEQA Guidelines; and

**WHEREAS**, this decision is based upon the evidence presented at the Hearing, and any information the City Council gathered by viewing the site and the area as disclosed at the Hearing.

**NOW THEREFORE**, the City Council of the City of Solana Beach, California, does resolve as follows:

- I. That the foregoing recitations are true and correct.
- II. That the request for a DRP and SDP to construct a replacement multi-level, single-family residence with a subterranean basement and attached garage and perform associated site improvements at 501 South Rios Avenue is conditionally approved based upon the following Findings and subject to the following Conditions:

### III. FINDINGS

- A. In accordance with Section 17.68.040 (Development Review Permit) of the City of Solana Beach Municipal Code, the City Council finds the following:



- I. *The proposed project is consistent with the General Plan and all applicable requirements of SBMC Title 17 (Zoning Ordinance), including special regulations, overlay zones and specific plans.*

General Plan Consistency: The proposed project is found to be consistent with the General Plan, which designates the property as Low Density Residential and is intended for single-family residences developed at a maximum density of three dwelling units per acre. The proposed development could be found to be consistent with the objectives of the General Plan as it encourages the development and maintenance of healthy residential neighborhoods, the stability of transitional neighborhoods, and the rehabilitation of deteriorated neighborhoods.

The property is also located in the SROZ, which specifies development standards to preserve and enhance the existing community character and aesthetic quality of the City of Solana Beach, by providing regulations to ensure and protect the character, traditional scale, and seaside orientation of established residential neighborhoods. The project, as designed, complies with the SROZ maximum allowable floor area.

The project is also located within the Coastal Zone. As a condition of project approval, the Applicant will be required to obtain a Coastal Development Permit, Waiver, or Exemption from the California Coastal Commission prior to the issuance of building or grading permits.

Zoning Ordinance Consistency: SBMC Section 17.20.010(C) specifies that the LR Zone is intended for residential development in areas characterized primarily by detached single-family homes on both older and newer subdivided lots. SBMC Section 17.20.030 outlines property development regulations, which are analyzed below.

#### Minimum Yards/Setbacks:

Minimum yard dimensions (setbacks) for the LR Zone are determined by the setback designator indicated on the City of Solana Beach official zoning map. The setback designator for the subject property is “c”, which requires 25-foot front and rear yard setbacks and 10-foot street and interior side yard setbacks. According to SBMC 17.20.030, the required front yard setback can be reduced to 20 feet when the average lot depth is less than 100 ft. With the proposed project, the Applicant is required to make a four-foot dedication which makes the average lot width for the lot approx. 94.43 feet. The proposed project includes allowable encroachments into the rear-yard setback, including a pool and spa.

Maximum Floor Area Ratio:

The property is located within the boundaries of the SROZ, which specifies a tiered calculation for maximum allowable floor area. The maximum allowable floor area calculation for this project, pursuant to the provisions of the SROZ, is as follows:

0.50 for first 6,000 ft <sup>2</sup>	3,000 ft <sup>2</sup>
0.175 for 6,000 to 15,000 ft <sup>2</sup>	702 ft <sup>2</sup>
<hr/>	
Maximum Allowable Floor Area:	3,702 ft <sup>2</sup>

The proposed residence includes a 2,343 square-foot subterranean basement living area consisting of three bedrooms with ensuite bathrooms, a family room, a powder room, utility room, laundry room, elevator, and storage area. The basement qualifies for a square footage exemption under the SROZ regulations as it is considered a fully subterranean basement where no portions of the grade adjacent to the basement is more than three feet lower than the finished floor of the main floor except for the required lightwells. Therefore, the entire 2,343 square foot basement is considered exempt.

The 1,993 square-foot main floor consists of a mud room, kitchen/dining room with an attached pantry, a living room, office, and powder room. The total proposed 804 square feet of garage spaces is made up of a two-car garage and separate single car garage that are both attached to the residence. There is an enclosed trash and recycling area that is counted towards the floor area of the main floor. The upper level consists of the primary bedroom suite and another bedroom with an ensuite bathroom. The upper living area connects to a 1,291 square foot deck.

The SBMC parking regulations require two off-street parking spaces per single-family residence. When required spaces are provided in a garage, 200 square feet of floor area is exempted for each required space. The proposed 804 square-feet of garage area would provide three unobstructed parking spaces, and two spaces are required in total for the project; therefore, the project is afforded a 400 square-foot exemption from gross floor area calculation. With the basement exemption and the exemption for providing required parking in a garage, the total gross floor area of the project is 3,690 square feet, which is 12 square feet below the maximum allowable for the property.

Maximum Building Height:

The maximum building height for the LR Zone is 25 feet. The maximum height of the project is 22.95 feet above the proposed grade. The proposed addition exceeds 16 feet in height from the pre-existing grade.

Therefore, the project is subject to the requirements of SBMC Chapter 17.63 – View Assessment which is discussed later in this report.

#### Required Off-Street Parking:

A single-family residence requires two off-street parking spaces, pursuant to SBMC Section 17.52.040 and the Off-Street Parking Design Manual (OSPDM). Three unobstructed 9-foot by 19-foot parking spaces are proposed in the two garages.

#### Fences, Walls and Retaining Walls:

Within the front yard setback, the SBMC Section 17.20.040(O) allows fences and walls, or any combination thereof, to be no higher than 42 inches in height as measured from existing grade, except for an additional 2 feet that is at least 80% open to light. Fences, walls and retaining walls located within the rear and interior side yards are allowed to be up to 6 feet in height with an additional 2 feet that is 50% open to light and air.

Retaining walls are proposed along the perimeter property except for along the frontage of Rosa Avenue in order to support the higher grade on adjacent properties. There are stepped retaining walls proposed in the southeast and northwest corners of the lot. Fencing is proposed on top of the retaining wall closest to the property line. No portion of the fence/retaining wall combination would exceed 6 feet solid with an additional two feet of fence that is 50% open to light. When located within the front yard setback the fence/wall combination will not exceed 42 inches in height. Currently, the plans show fences and walls that comply with the requirements of SBMC 17.20.040(O) and 17.60.070(C). If the Applicant decides to modify any of the proposed fences and walls or construct additional fences and walls on the project site, a condition of project approval indicates that they would be required to comply with the Municipal Code.

#### Landscape:

Compliance with the current water efficient landscaping regulations of SBMC Chapter 17.56 and submittal of a Landscape Documentation Package is required for new development projects with an aggregate landscape equal to or greater than 500 square feet. The Applicant provided a conceptual landscape plan (including a planting plan and water use calculations) that has been reviewed by the City's third-party landscape architect, who has recommended approval. The Applicant will be required to submit detailed construction landscape drawings that will be reviewed by the City's third-party landscape architect for substantial conformance with the conceptual plan and consistency with the water

efficient landscape regulations. In addition, the City's third-party landscape architect will perform an inspection during the construction phase of the project to verify consistency.

*II. The proposed development complies with the following development review criteria set forth in Solana Beach Municipal Code Section 17.68.040.F:*

- a. Relationship with Adjacent Land Uses: The development shall be designed in a manner compatible with and where feasible, complimentary to existing and potential development in the immediate vicinity of the project site. Site planning on the perimeter of the development shall give consideration to the protection of surrounding areas from potential adverse effects, as well as protection of the property from adverse surrounding influences.*

The property is located within the LR Zone and SROZ as are the properties located in the immediate surrounding neighborhood on South Rios Avenue, Palmitas Street and Rosa Street. These properties are developed with a mix and one-and two-story single-family residences. Properties further to the west on Rosa Street and South Cedros Avenue are located in the Special Commercial (SC) Zone and are developed with a variety of commercial uses.

- b. Building and Structure Placement: Buildings and structures shall be sited and designed in a manner which visually and functionally enhances their intended use.*

The proposed residence would be located within the buildable area of the lot. The highest point of the proposed residence would be 134.25 feet MSL and 22.95 feet above the proposed grade. The proposed main floor would have a finished floor level of 112 feet MSL which is below the finished surface of Rios Avenue which is 120 feet MSL at its highest point along the southeast corner of the lot and the finished surface of Rosa Street which is 114.9 MSL at the lowest point along the northeast corner of the lot.

The existing residence includes a 2,343 square-foot subterranean basement living area consists of three bedrooms with ensuite bathrooms, a family room, a powder room, utility room, laundry room, elevator, and storage area. The basement qualifies for a square footage exemption under the SROZ regulations as it is considered a fully subterranean basement where no portions of the grade adjacent to the basement is more

than three feet lower than the finished floor of the main floor except for the required lightwells. Therefore, the entire 2,343 square foot basement is considered exempt.

The 1,993 square-foot main floor consists of a mud room, kitchen/dining room with an attached pantry, a living room, office, and powder room. The total proposed 804 square feet of garage spaces is made up of a two-car garage and separate single car garage that are both attached to the residence. There is an enclosed trash and recycling area that is counted towards the floor area of the main floor. The upper level consists of the primary bedroom suite and another bedroom with an ensuite bathroom. The upper living area connects to a 1,291 square foot deck.

The proposed residence could be designed to minimize adverse impacts on the surrounding properties by the limited appearance of the structure from Rios Avenue.

- c. *Landscaping: The removal of significant native vegetation shall be minimized. Replacement vegetation and landscaping shall be compatible with the vegetation of the surrounding area. Trees and other large plantings shall not obstruct significant views when installed or at maturity.*

The proposed landscape plan includes a variety of trees, shrubs, and groundcover throughout the property. In addition to complying with the water efficient landscape regulations, the Applicant will also be required to submit a landscape construction plan in substantial conformance with the conceptual planting plan. A condition has also been added to require that native or drought-tolerant and non-invasive plant materials and water-conserving irrigation systems are required to be incorporated into the landscaping to the extent feasible.

- d. *Roads, Pedestrian Walkways, Parking and Storage Areas: Any development involving more than one building or structure shall provide common access roads and pedestrian walkways. Parking and outside storage areas, where permitted, shall be screened from view to the extent feasible, by existing topography, by the placement of buildings and structures, or by landscaping and plantings.*

The proposed project includes an attached two-car garage as well as a single-car garage which would provide at least two required off-street parking spaces. Access to the garage would be provided by the existing driveway location in the northeast

corner of the lot. Pedestrian access to the residence will be provided from a path from Rios Avenue to the main entry as well as a doorway from the driveway or the garage into the proposed mud room. Trash and recycling storage will be located in an attached enclosure south of the single-car garage.

- e. *Grading: To the extent feasible, natural topography and scenic features of the site shall be retained and incorporated into the proposed development. Any grading or earth-moving operations in connection with the proposed development shall be planned and executed so as to blend with the existing terrain both on and adjacent to the site. Existing exposed or disturbed slopes shall be landscaped with native or naturalized non-native vegetation and existing erosion problems shall be corrected.*

The Applicant is proposing approximately 1,920 cubic yards of cut and 70 cubic yards of fill to construct the fully subterranean basement and a flat building pad with usable yard area that is approximately. The project also includes 10 cubic yards of excavation for footings, 100 cubic yards of removal and recompaction and 1,850 cubic yards of export.

- f. *Lighting: Light fixtures for walkways, parking areas, driveways, and other facilities shall be provided in sufficient number and at proper locations to assure safe and convenient nighttime use. All light fixtures shall be appropriately shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding areas per SBMC 17.60.060 (Exterior Lighting Regulations).*

All new exterior lighting fixtures comply with the City-Wide Lighting Regulations of the Zoning Ordinance (SBMC 17.60.060). All light fixtures shall be shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding area.

- g. *Usable Open Space: Recreational facilities proposed within required usable open space shall be located and designed to maintain essential open space values.*

The project consists of the construction of a replacement single-family residence and site improvements; therefore, usable open space and recreational facilities are neither proposed nor required according to SBMC Section 17.20.040. As a condition of project approval, the Applicant will be required to pay the applicable Park Development Fee.

- III. All required permits and approvals including variances, conditional use permits, comprehensive sign plans, and coastal development permits have been obtained prior to or concurrently with the development review permit.*

All required permits are being processed concurrently with the Development Review Permit.

- IV. If the development project also requires a permit or approval to be issued by a state or federal agency, the city council may conditionally approve the development review permit upon the Applicant obtaining the required permit or approval from the other agency.*

The Applicant is required to obtain approval from the California Coastal Commission prior to the issuance of Building or Grading Permits.

#### IV. CONDITIONS

Prior to use or development of the property in reliance on this permit, the Applicant shall provide for and adhere to the following conditions:

A. Community Development Department Conditions:

- I. The Applicant shall pay required Fire Mitigation, Park Development, Public Use Facilities, and Public Facilities Impact Fees.
- II. Building Permit plans must be in substantial conformance with the architectural plans presented to the City Council on January 29, 2025, and located in the project file with a submittal date of January 13, 2025.
- III. Any proposed onsite fences, walls and retaining walls and any proposed railing located on top, or any combination thereof, shall comply with applicable regulations of SBMC Section 17.20.040 and 17.60.070 (Fences and Walls).
- IV. The Applicant shall obtain required California Coastal Commission (CCC) approval of a Coastal Development Permit, Waiver or Exemption as determined necessary by the CCC, prior to the issuance of Building and Grading Permits.
- V. The Applicant shall provide a full Landscape Documentation Package in compliance with SBMC Chapter 17.56 and in substantial conformance with the conceptual landscape plan included in the project plans presented to the City Council on January 29, 2025, prior to Building Permit issuance and consistent with the building construction and grading plans. The Applicant shall obtain and submit

landscape security in a form prescribed by the City Engineer in addition to the grading security. The landscape plan and installation will be reviewed and inspected by the City's third-party landscape professional. The landscape security deposit shall be released when applicable regulations have been satisfied, and the installation has passed inspection by the City's third-party landscape professional.

- VI. Native or drought tolerant and non-invasive plant materials and water conserving irrigation systems shall be incorporated into any proposed landscaping and compatible with the surrounding area to the extent feasible.
- VII. All new exterior lighting fixtures shall be in conformance with the City-wide lighting regulations of the Zoning Ordinance (SBMC 17.60.060). All light fixtures shall be appropriately shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding area.
- VIII. Construction vehicles shall be parked on the subject property at all times feasible. If construction activity prohibits parking on the subject property, the Applicant shall ensure construction vehicles are parked in such a way to allow sufficient vehicular access on the street and minimize impact to the surrounding neighbors.
- IX. The Applicant shall connect to temporary electrical service as soon as feasible to the satisfaction of the City. The use of gas-powered generator(s) during construction activity is discouraged and shall be limited only to selective use at the discretion of the City.
- X. Pursuant to SBMC 17.68.040 subsection K, the signed final development plan shall be the official site layout for the property and shall be attached to any application for a building permit for the subject property. Any subsequent revisions or changes to the final development plan as approved by the Council will require an amendment to the approved DRP.

B. Fire Department Conditions:

- I. **BUILDINGS AND FACILITIES:** Approved fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section and shall extend within 150 feet of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility per the 2022 California Fire Code Chapter 5 Section 503.1.1.



C. Engineering Department Conditions:

- I. The Applicant is required to obtain an Encroachment Permit in accordance with SBMC Section 11.20 for the below improvements being done in the public right-of-way. The improvements shall be done to the satisfaction of the City Engineer prior to the occupancy of the proposed project:
  - a. Construction of a low profile mountable 9" X 9" X 12" concrete curb along the frontage of the property of S. Rios Ave and Rosa Street at the flow line of the street with transitions to existing improvements.
  - b. Construction of the modified SDRSD G-14A driveway approach.
  - c. Construction of the 10' wide Decomposed Granite (DG) area compacted and graded at maximum 2% towards the flow line for walking and parking purposes to the satisfaction of the City Engineer.
  - d. Construction and connection of the new private sewer lateral to the City's sewer main.
- II. All proposed improvements within the public right-of-way shall comply with City standards including, but not limited to, the Off-Street Parking Design Manual.
- III. A 4-foot width of property frontage along S. Rios and Rosa Street shall be dedicated to the City of Solana Beach as Public Right-Of-Way. The Applicant shall provide the Plat and Legal Description prepared by a Registered Civil Engineer. The document shall be recorded with the County of San Diego prior to Final Inspection of the Building Permit.
- IV. The Applicant shall record a Hold Harmless Agreement prior to Final Inspection of the Building Permit. The document will hold the City of Solana Beach harmless for the storm drain and sewer systems on the Applicant's property. The Applicant shall record the Hold Harmless Agreement document prior to Final Inspection of the Building Permit.
- V. An easement shall be recorded for maintenance of the detention basin by the property owner in perpetuity, prior to Final Occupancy.
- VI. The Applicant shall complete to the satisfaction of the City Engineer

all grading, paving, public improvements, landscaping, and drainage improvements.

- VII. All construction demolition materials shall be recycled according to the City's Construction and Demolition recycling program and an approved Waste Management Plan shall be submitted.
- VIII. Construction fencing shall be located on the subject property unless the Applicant has obtained an Encroachment Permit in accordance with chapter 11.20 of the SBMC which allows otherwise.
- IX. The Applicant shall pay in full the one-time Sewer Capacity Fee of \$4500.00 per Equivalent Dwelling Unit (EDU) prior to Building Permit issuance. The EDU assignment is determined by SBMC 14.08.060. The proposed residential unit would increase the property's EDU assignment by 1.0 EDU. The cost the Applicant is responsible for is \$4,500.00 prior to Building Permit Issuance (1.0 EDU multiplied by \$4,500.00).

GRADING:

- X. The Applicant shall obtain a Grading Permit in accordance with Chapter 15.40 of the Solana Beach Municipal Code. Conditions prior to the issuance of a grading permit shall include, but not be limited to, the following:
  - a. The Applicant shall obtain a grading plan prepared by a Registered Civil Engineer and approved by the City Engineer. On-site grading design and construction shall be in accordance with Chapter 15.40 of the Solana Beach Municipal Code.
  - b. The Applicant shall obtain a Soils Report prepared by a Registered Soils Engineer and approved by the City Engineer. All necessary measures shall be taken and implemented to assure slope stability, erosion control and soil integrity. The grading plan shall incorporate all recommendations contained in the soils report.
  - c. The Applicant shall provide a Drainage Report prepared by a Registered Civil Engineer. This report shall address the design for detention basin and corresponding outflow system to ensure the rate of runoff for the proposed development is at or below that of pre-existing condition. The report shall provide a drainage discharge design which would represent the pre-existing condition to the maximum extent feasible. All recommendations of this report shall be incorporated into the Preliminary Grading

Plan. A detention basin easement shall be recorded for maintenance of the detention basin by the property owner(s) in perpetuity, prior to the release of the Grading Bond and Security Deposit.

- d. The Applicant shall show all retaining walls and drainage structures. Retaining walls shown on the grading plan shall conform to the San Diego Regional Standards or be designed by a licensed civil engineer. Engineering calculations for all designed walls with a surcharge and nonstandard walls shall be submitted at grading plan check. Retaining walls may not exceed the allowable height within the property line setback as determined by the City of Solana Beach Municipal Code. Contact the Community Development department for further information.
- e. The Applicant is responsible to protect the adjacent properties during construction. If any grading, construction activity, access or potential construction-related impacts are anticipated beyond the property lines, as determined by the City Engineer, the Applicant shall obtain a letter of permission from the adjoining property owners. All required letters of permission shall be submitted to the City Engineer prior to the issuance of the grading permit.
- f. The Applicant shall pay a grading plan check fee in accordance with the current Engineering Fee Schedule at initial grading plan submittal. Inspection fees shall be paid prior to issuance of the grading permit.
- g. The Applicant shall obtain and submit grading security in a form prescribed by the City Engineer.
- h. The Applicant shall obtain haul permit for import / export of soil. The Applicant shall transport all excavated material to a legal disposal site.
- i. The Applicant shall submit certification from the Engineer of Record and the Soils Engineer that all public or private drainage facilities and finished grades are functioning and are installed in accordance with the approved plans. This shall be accomplished by the Engineer of Record incorporating as-built conditions on the Mylar grading plans and obtaining signatures of the Engineer of Record and the Soils Engineer certifying the as-built conditions.

- j. An Erosion Prevention and Sediment Control Plan shall be prepared by the Applicant. Best management practices shall be developed and implemented to manage storm water and non-storm water discharges from the site at all times during excavation and grading activities. Erosion prevention shall be emphasized as the most important measure for keeping sediment on site during excavation and grading activities. Sediment controls shall be used as a supplement to erosion prevention for keeping sediment on site.
- k. The Applicant shall show all proposed on-site private drainage facilities intended to discharge water run-off. Elements of this design shall include a hydrologic and hydraulic analysis verifying the adequacy of the facilities and identify any easements or structures required to properly convey the drainage. The construction of drainage structures shall comply with the standards set forth by the San Diego Regional Standard Drawings.
- l. Post Construction Best Management Practices meeting City and RWQCB Order No. R9-2013-001 requirements shall be implemented in the drainage design.
- m. No increased cross lot drainage shall be allowed.
- n. Prior to obtaining a building permit, the Applicant shall submit a building pad certification statement from a soils engineer and an engineer or land surveyor licensed in Land Surveying per SBMC 15.40.230E. If a demo permit is required for removing existing structures before grading, the applicant shall obtain the demo permit separately in order to certify the grading prior to issuance of the Building Permit.

D. The City Council Conditions:

- I. N/A.

I. ENFORCEMENT

Pursuant to SBMC 17.72.120(B) failure to satisfy any and all of the above-mentioned conditions of approval is subject to the imposition of penalties as set forth in SBMC Chapters 1.1.6 and 1.18 in addition to any applicable revocation proceedings.

II. EXPIRATION

The Development Review Permit and Structure Development Permit for the project will expire 24 months from the date of this Resolution, unless the Applicant has obtained building permits and has commenced construction prior to that date, and diligently pursued construction to completion. An extension of the application may be granted by the City Council according to SBMC 17.72.110.

III. INDEMNIFICATION AGREEMENT

The Applicant shall defend, indemnify, and hold harmless the City, its agents, officers, and employees from any and all claims, actions, proceedings, damages, judgments, or costs, including attorney’s fees, against the City or its agents, officers, or employees, relating to the issuance of this permit including, but not limited to, any action to attack, set aside, void, challenge, or annul this development approval and any environmental document or decision. The City will promptly notify the Applicant of any claim, action, or proceeding. The City may elect to conduct its own defense, participate in its own defense, or obtain independent legal counsel in defense of any claim related to this indemnification. In the event of such election, the Applicant shall pay all of the costs related thereto, including without limitation reasonable attorney’s fees and costs. In the event of a disagreement between the City and Applicant regarding litigation issues, the City shall have the authority to control the litigation and make litigation related decisions, including, but not limited to, settlement or other disposition of the matter. However, the Applicant shall not be required to pay or perform any settlement unless such settlement is approved by the Applicant.

NOTICE TO APPLICANT: Pursuant to Government Code Section 66020, you are hereby notified that the 90-day period to protest the imposition of the fees, dedications, reservations or other exactions described in this resolution commences on the effective date of this resolution. To protest the imposition of any fee, dedications, reservations or other exactions described in this resolution you must comply with the provisions of Government Code Section 66020. Generally the resolution is effective upon expiration of the tenth day following the date of adoption of this resolution, unless the resolution is appealed or called for review as provided in the Solana Beach Zoning Ordinance.

**PASSED AND ADOPTED** at a regular meeting of the City Council of the City of Solana Beach, California, held on the 29<sup>th</sup> day of January 2025, by the following vote:

- AYES: Councilmembers –
- NOES: Councilmembers –
- ABSENT: Councilmembers –
- ABSTAIN: Councilmembers –

\_\_\_\_\_  
LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
JOHANNA N. CANLAS, City Attorney

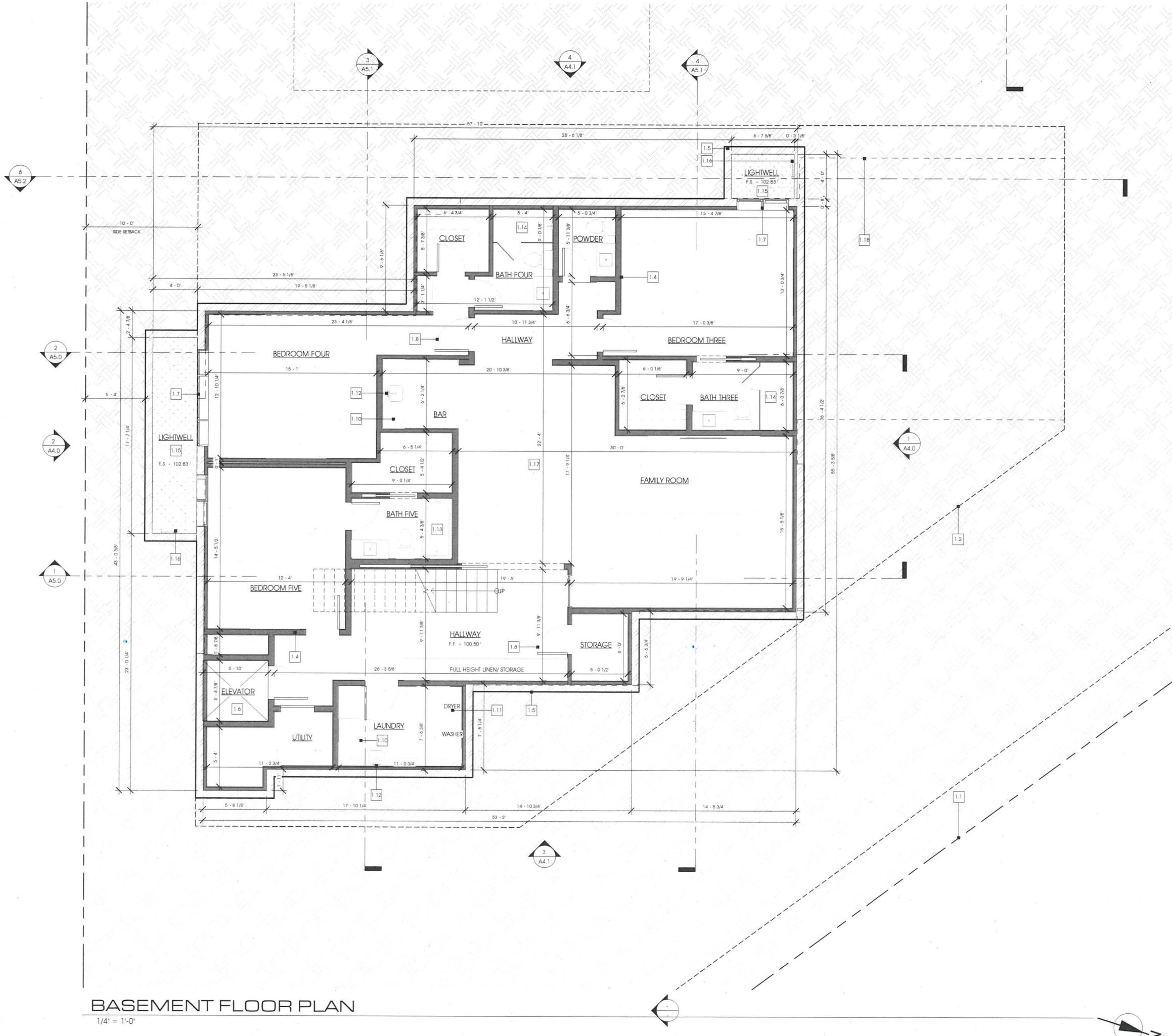
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ANGELA IVEY, City Clerk





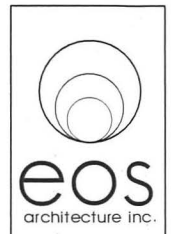






### KEYNOTES

- 1.1 PROPERTY LINES, TYP
- 1.2 SETBACK LINE, TYP
- 1.4 INTERIOR WALL: 2x WOOD STUD FRAMING
- 1.5 RETAINING WALL, GYP FINISH AT INTERIORS SPACES. EXTERIOR FINISH PER ELEVATIONS WHERE EXPOSED TO VIEW
- 1.6 ELEVATOR, RECESSED SLAB
- 1.7 WINDOW, TYP.
- 1.8 DOOR, TYP.
- 1.10 BUILT IN/ CABINETRY
- 1.11 APPLIANCE PER OWNER
- 1.12 PLUMBING FIXTURE, PER OWNER
- 1.13 TUB
- 1.14 WALK-IN SHOWER WITH RECESSED SLAB OR FLOOR FRAMING
- 1.15 LIGHTWELL WITH EMERGENCY EGRESS, SEE NOTES FOR FURTHER INFORMATION
- 1.16 LIGHTWELL LADDER
- 1.17 LINE OF GLASS FLOOR ABOVE
- 1.18 LINE OF BUILDING ABOVE



7542 FAY AVENUE  
LA JOLLA CA 92037  
PH: 858.459.0575  
EMAIL: eos@eosarc.com

JENNIFER BOLYN  
Architect

All design, drawings, and programs are prepared or based on information provided by the client. The architect is not responsible for the accuracy or completeness of the information provided. The architect shall not be held liable for any errors or omissions in this drawing. The architect shall not be held liable for any damages, including consequential damages, arising from the use of this drawing. The architect shall not be held liable for any changes or modifications to this drawing without the written consent of the architect.

ACKAD RESIDENCE  
501 SOUTH RIOS AVE  
SOLANA BEACH, CA 92075

REVISIONS
06/01/2023 DRP/SDP REVIEW 1
01/29/2024 DRP/SDP REVIEW 2
07/18/2024 DRP/SDP REVIEW 3
09/18/2024 DRP/SDP REVIEW 4

PHASE	PLANNING
DATE	05-13-2024
EOS JOB NO.	22-15
PROJECT NO.	DRP23-007/SDP23-009

BASEMENT FLOOR PLAN

### NOTES

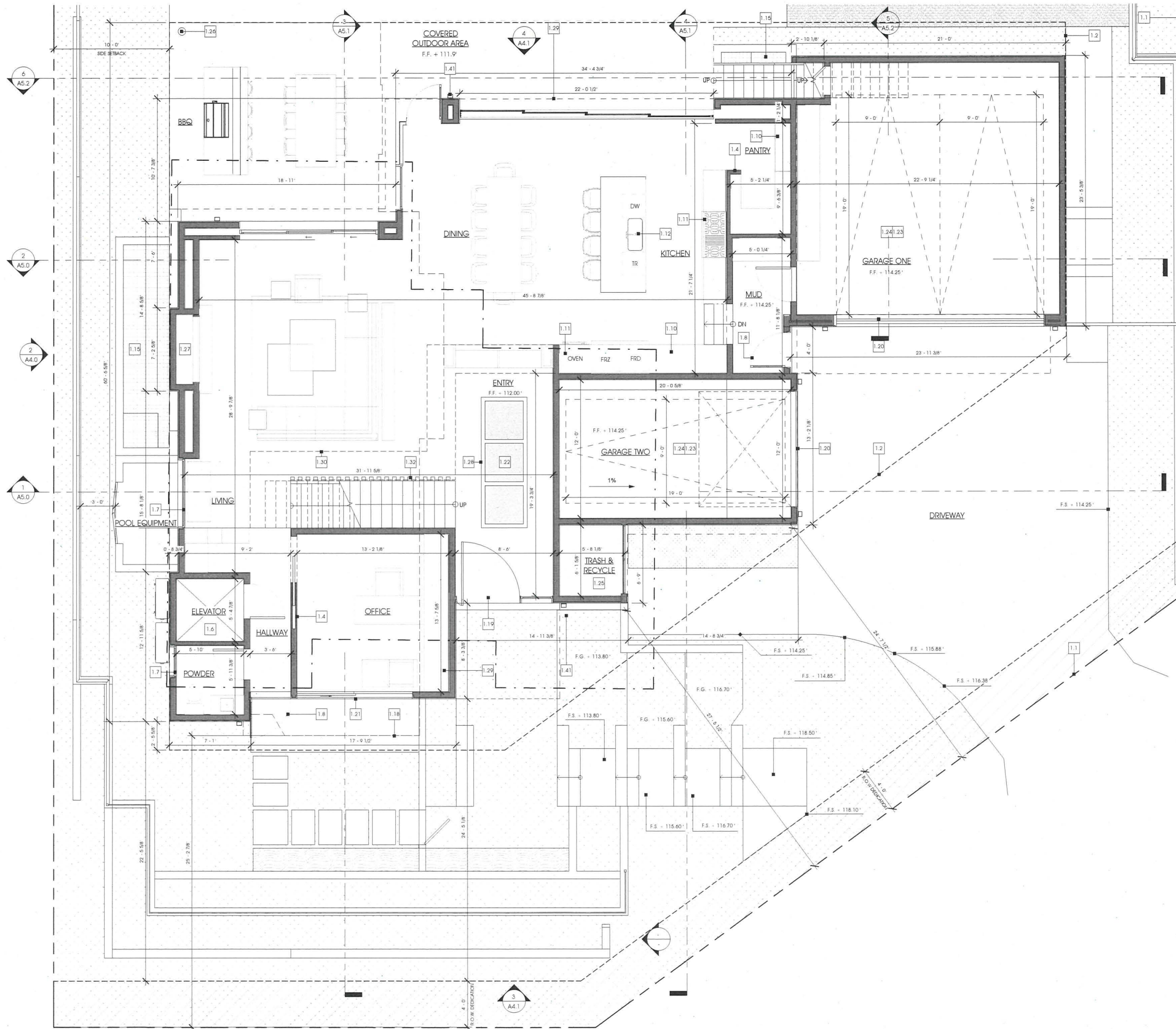
1. ALL BASEMENTS SHALL BE DESIGNED AND EQUIPPED WITH EMERGENCY EXIT SYSTEMS CONSISTING OF OPERABLE WINDOWS, WINDOW WELLS OR EXIT DOOR THAT LEADS DIRECTLY OUTSIDE VIA STAIRCASE AND EXIT DOOR OR EXIT DOOR AT GRADE.
2. WINDOW WELLS/LIGHT WELLS THAT INTRUDE INTO SIDE YARD OR BACKYARD SETBACKS OF FIVE FEET OR LESS, SHALL REQUIRE A HINGED GRATING COVERING THE WINDOW WELLS/LIGHTWELL OPENING. THE GRATING SHALL BE CAPABLE OF SUPPORTING A WEIGHT OF 250LB PERSON, YET MUST BE ABLE TO BE OPENED BY SOMEONE OF MINIMAL STRENGTH WITH NO SPECIAL KNOWLEDGE, EFFORT OR USE OF KEY OR TOOL. ANY MODIFICATION OF PREVIOUSLY APPROVED PLANS RELATED TO THIS CONDITION SHALL BE SUBJECT TO RE-SUBMITAL AND REVIEW BY CITY STAFF (FIRE, BUILDING, PLANNING)
3. THE MINIMUM HORIZONTAL AREA OF THE WINDOW WELL SHALL BE 9 SQUARE FEET (0.84 M<sup>2</sup>), WITH A MINIMUM DIMENSION OF 36 INCHES (914 MM). THE AREA OF THE WINDOW WELL SHALL ALLOW THE EMERGENCY ESCAPE AND RESCUE OPENING TO BE FULLY OPENED.
4. WINDOW WELLS WITH A VERTICAL DEPTH OF MORE THAN 44 INCHES (1118 MM) SHALL BE EQUIPPED WITH AN APPROVED PERMANENTLY AFFIXED LADDER OR STEPS. LADDERS OR RUNGS SHALL HAVE AN INSIDE WIDTH OF NOT LESS THAN 12 INCHES (305 MM), SHALL PROJECT NOT LESS THAN 3 INCHES (76 MM) FROM THE WALL AND SHALL BE SPACED NOT MORE THAN 18 INCHES (457 MM) ON CENTER (O.C.) VERTICALLY FOR THE FULL HEIGHT OF THE WINDOW WELL. THE LADDER OR STEPS SHALL NOT ENCRUSH INTO THE REQUIRED DIMENSIONS OF THE WINDOW WELL BY MORE THAN 6 INCHES (152 MM). THE LADDER OR STEPS SHALL NOT BE OBSTRUCTED BY THE EMERGENCY ESCAPE AND RESCUE OPENING.

## BASEMENT FLOOR PLAN

1/4" = 1'-0"

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 Author: Jennifer Bolyn  
 Date: 05/13/2024  
 Plot Date: 05/13/2024  
 Plot Time: 10:00 AM  
 Plot Scale: 1/4" = 1'-0"  
 Plot Path: T:\152\198\198\2024\2-21-24\DWG\Basement Floor Plan.dwg

A1.0



**FIRST FLOOR PLAN**

1/4" = 1'-0"

**KEYNOTES**

- 1.1 PROPERTY LINES, TYP
- 1.2 SETBACK LINE, TYP
- 1.4 INTERIOR WALL: 2x WOOD STUD FRAMING
- 1.6 ELEVATOR, RECESSED SLAB
- 1.7 WINDOW, TYP.
- 1.8 DOOR, TYP.
- 1.10 BUILT IN CABINERY
- 1.11 APPLIANCE PER OWNER
- 1.12 PLUMBING FIXTURE, PER OWNER
- 1.15 LIGHTWELL WITH EMERGENCY EGRESS, SEE NOTES FOR FURTHER INFORMATION
- 1.18 LINE OF BUILDING ABOVE
- 1.19 ENTRY DOOR
- 1.20 GARAGE DOOR
- 1.21 LIFT AND SLIDE DOOR.
- 1.22 GLASS FLOOR
- 1.23 PROVIDE 5/8" TYPE 'X' GYP. BOARD (1-HOUR CONSTRUCTION) AT THE WALLS AND CEILING OF ATTACHED GARAGE ASSEMBLY SUPPORTIVE HABITABLE SPACE, MECHANICAL SPACES AND ACCESSIBLE UNDER STAIRS.
- 1.24 PARKING SPACES TO BE 19' X 9' CLEAR
- 1.25 TRASH AND RECYCLING LOCATION
- 1.26 SUPPORT COLUMNS
- 1.27 FIREPLACE
- 1.28 LINE OF SKYLIGHT ABOVE
- 1.29 LINE OF BUILDING BELOW
- 1.30 LINE OF SOFFIT/ CEILING/BEAM ABOVE
- 1.32 VERTICAL TRELLIS
- 1.41 EXTERIOR SCENCE



7542 FAY AVENUE  
LA JOLLA, CA 92037  
PH: 858.459.0575  
EMAIL: eos@eosarc.com

**JENNIFER BOLYN**  
ARCHITECT

All notes, details, and annotations indicate or describe the work to be done. It is the responsibility of the contractor to verify the accuracy of the information provided in this document. The contractor shall be responsible for obtaining all necessary permits and approvals from the appropriate authorities. The contractor shall be responsible for coordinating with all other trades and professionals involved in the project. The contractor shall be responsible for maintaining the site and ensuring the safety of all personnel and the public. The contractor shall be responsible for the timely completion of the project.

**ACKAD RESIDENCE**  
501 SOUTH RIOS AVE  
SOLANA BEACH, CA 92075

REVISIONS
06/01/2023 DRP/SDP REVIEW 1
01/29/2024 DRP/SDP REVIEW 2
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09/18/2024 DRP/SDP REVIEW 4

PHASE  
PLANNING

DATE  
05-13-2024

EOS JOB NO.  
22-15

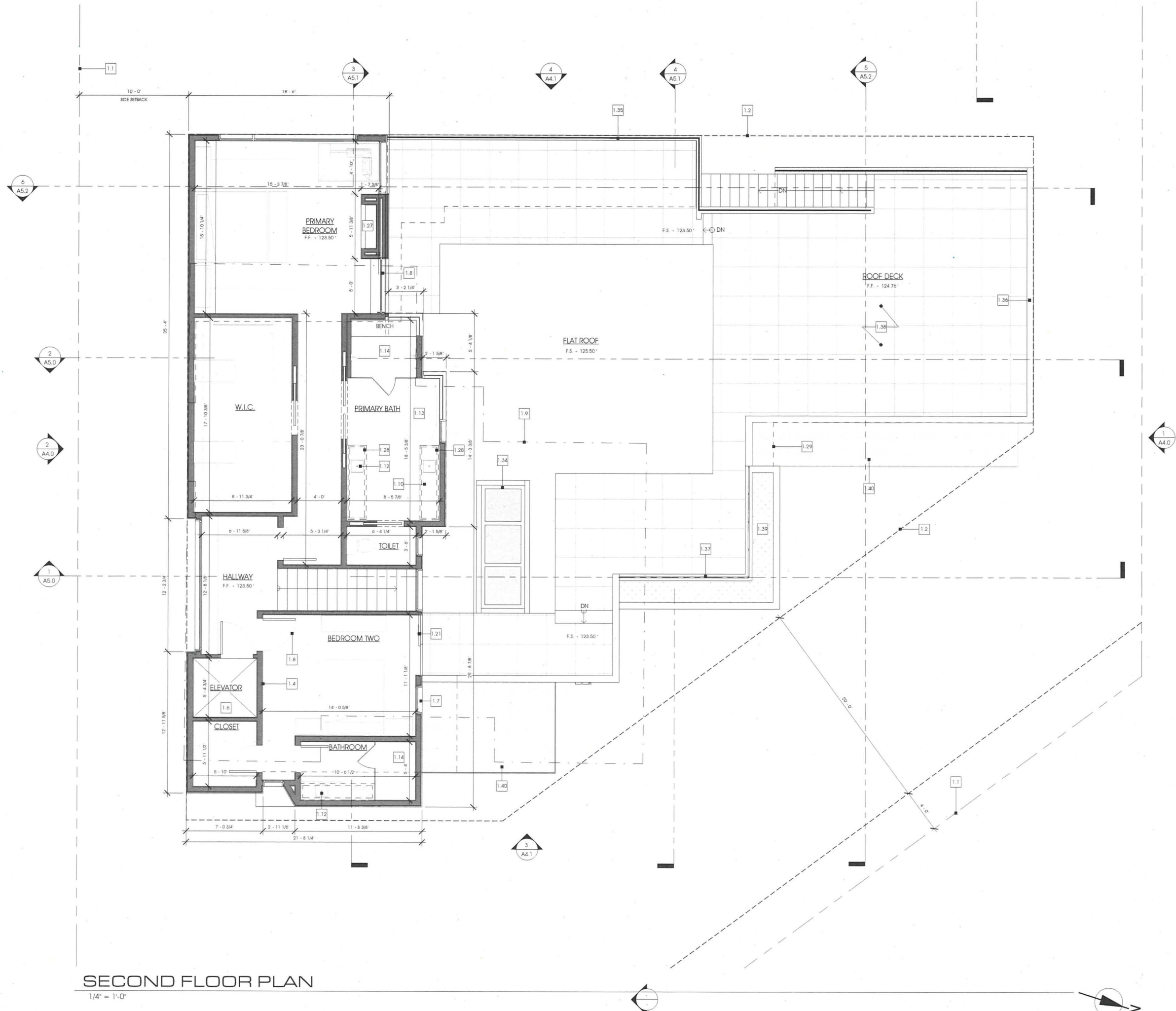
PROJECT NO.  
DRP23-007/SDP23-009

FIRST FLOOR PLAN

**A1.1**

**NOTES**

1. ALL BASEMENTS SHALL BE DESIGNED AND EQUIPPED WITH EMERGENCY EXIT SYSTEMS CONSISTING OF OPERABLE WINDOWS, WINDOW WELLS OR EXIT DOOR THAT LEADS DIRECTLY OUTSIDE VIA STAIRCASE AND EXIT DOOR OR EXIT DOOR AT GRADE.
2. WINDOW WELLS/LIGHT WELLS THAT INTRUDE INTO SIDE YARD OR BACKYARD SETBACKS OF FIVE FEET OR LESS, SHALL REQUIRE A HINGED GRATING COVERING THE WINDOW WELLS/LIGHTWELL OPENING. THE GRATING SHALL BE CAPABLE OF SUPPORTING A WEIGHT OF 250LB PERSON, YET MUST BE ABLE TO BE OPENED BY SOMEONE OF MINIMAL STRENGTH WITH NO SPECIAL KNOWLEDGE, EFFORT OR USE OF KEY OR TOOL. ANY MODIFICATION OF PREVIOUSLY APPROVED PLANS RELATED TO THIS CONDITION SHALL BE SUBJECT TO RE-SUBMITTAL AND REVIEW BY CITY STAFF (FIRE, BUILDING, PLANNING)
3. THE MINIMUM HORIZONTAL AREA OF THE WINDOW WELL SHALL BE 9 SQUARE FEET (0.84 M<sup>2</sup>), WITH A MINIMUM DIMENSION OF 36 INCHES (914 MM). THE AREA OF THE WINDOW WELL SHALL ALLOW THE EMERGENCY ESCAPE AND RESCUE OPENING TO BE FULLY OPENED.
4. WINDOW WELLS WITH A VERTICAL DEPTH OF MORE THAN 44 INCHES (1118 MM) SHALL BE EQUIPPED WITH AN APPROVED PERMANENTLY AFFIXED LADDER OR STEPS. LADDERS OR RUNGS SHALL HAVE AN INSIDE WIDTH OF NOT LESS THAN 12 INCHES (305 MM), SHALL PROJECT NOT LESS THAN 3 INCHES (76 MM) FROM THE WALL AND SHALL BE SPACED NOT MORE THAN 18 INCHES (457 MM) ON CENTER (O.C.) VERTICALLY FOR THE FULL HEIGHT OF THE WINDOW WELL. THE LADDER OR STEPS SHALL NOT ENCRoACH INTO THE REQUIRED DIMENSIONS OF THE WINDOW WELL BY MORE THAN 6 INCHES (152 MM). THE LADDER OR STEPS SHALL NOT BE OBSTRUCTED BY THE EMERGENCY ESCAPE AND RESCUE OPENING.



### KEYNOTES

- 1.1 PROPERTY LINES, TYP
- 1.2 SETBACK LINE, TYP
- 1.4 INTERIOR WALL: 2x WOOD STUD FRAMING
- 1.6 ELEVATOR, RECESSED SLAB
- 1.7 WINDOW, TYP.
- 1.8 DOOR, TYP.
- 1.9 LINE OF EXISTING RESIDENCE
- 1.10 BUILT IN CABINETRY
- 1.12 PLUMBING FIXTURE, PER OWNER
- 1.13 TUB
- 1.14 WALK-IN SHOWER WITH RECESSED SLAB OR FLOOR FRAMING
- 1.21 LIFT AND SLIDE DOOR,
- 1.27 FIREPLACE
- 1.28 LINE OF SKYLIGHT ABOVE
- 1.29 LINE OF BUILDING BELOW
- 1.34 SKYLIGHT
- 1.35 42" HIGH GLASS GUARDRAIL
- 1.36 42" HIGH SOLID GUARDRAIL
- 1.37 42" HIGH WROUGHT IRON GUARDRAIL
- 1.38 TILE DECK
- 1.39 PLANTER
- 1.40 OVERHANG



7542 FAY AVENUE  
LA JOLLA, CA 92037  
PH: 858.459.0575  
EMAIL: eos@eosarc.com

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Architect

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SOLANA BEACH, CA 92075

REVISIONS
06/01/2023 DRP/SDP REVIEW 1
01/29/2024 DRP/SDP REVIEW 2
07/18/2024 DRP/SDP REVIEW 3
09/18/2024 DRP/SDP REVIEW 4

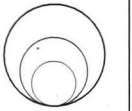
PHASE PLANNING
DATE 05-13-2024
EOS JOB NO. 22-15
PROJECT NO. DRP23-007/SDP23-009

SECOND FLOOR PLAN

A1.2

SECOND FLOOR PLAN  
1/4" = 1'-0"

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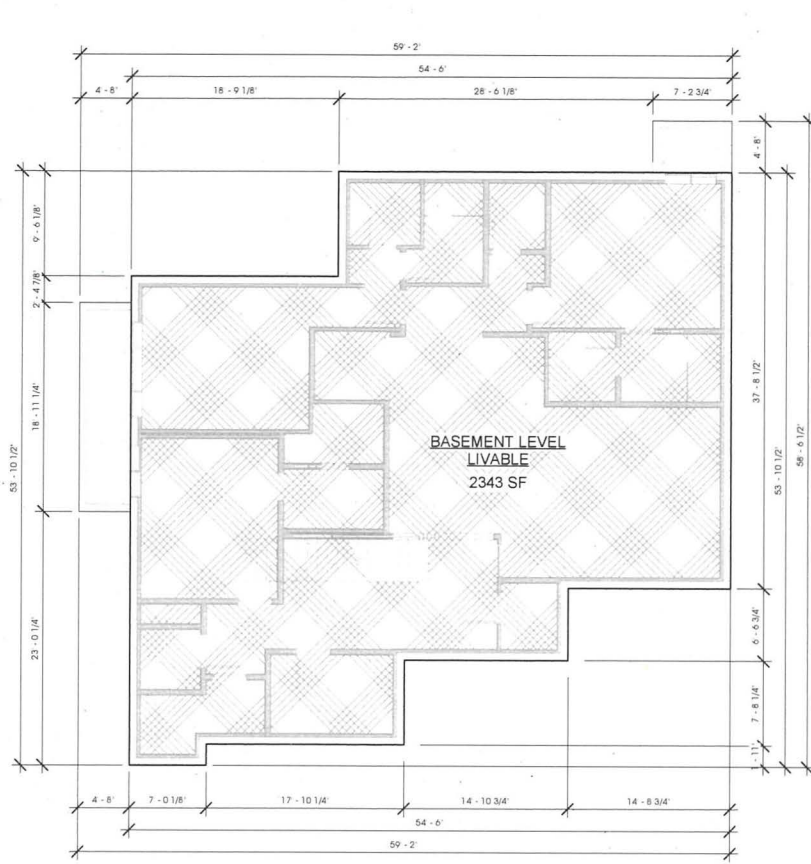
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7542 FAY AVENUE  
LA JOLLA, CA 92037  
PH: 858.459.0575  
EMAIL: eos@eosarc.com

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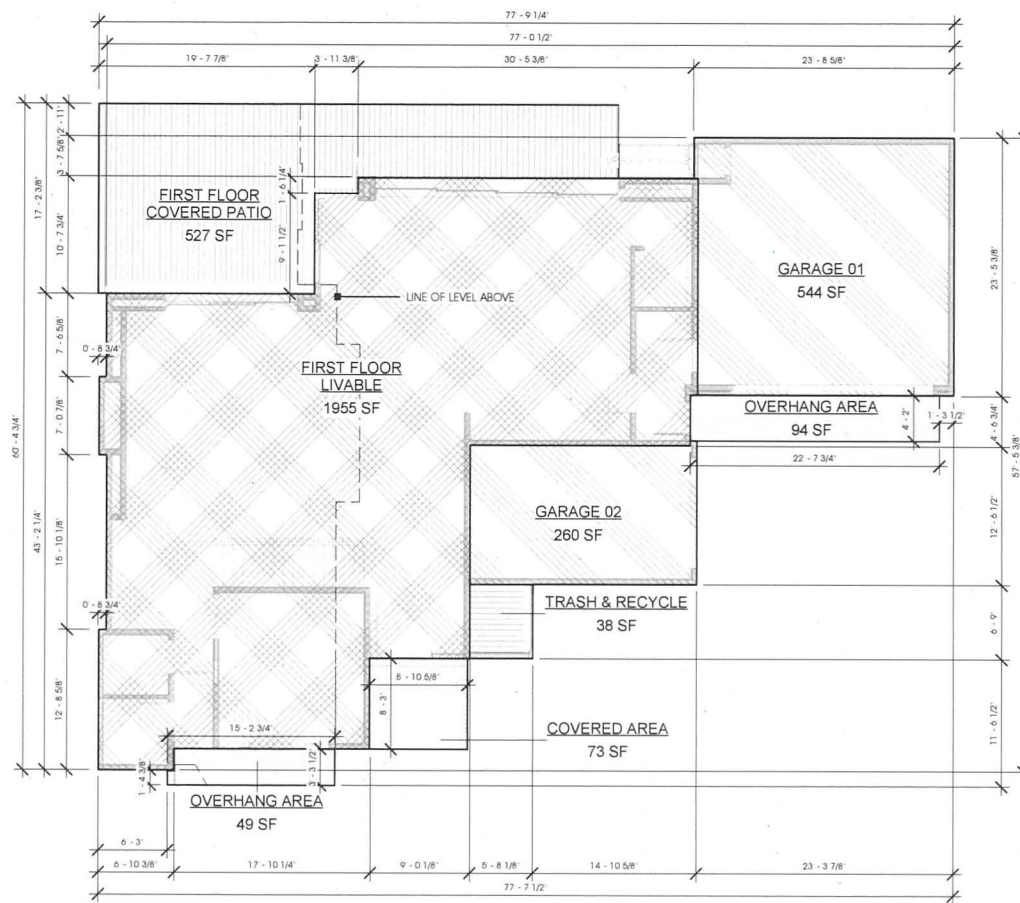
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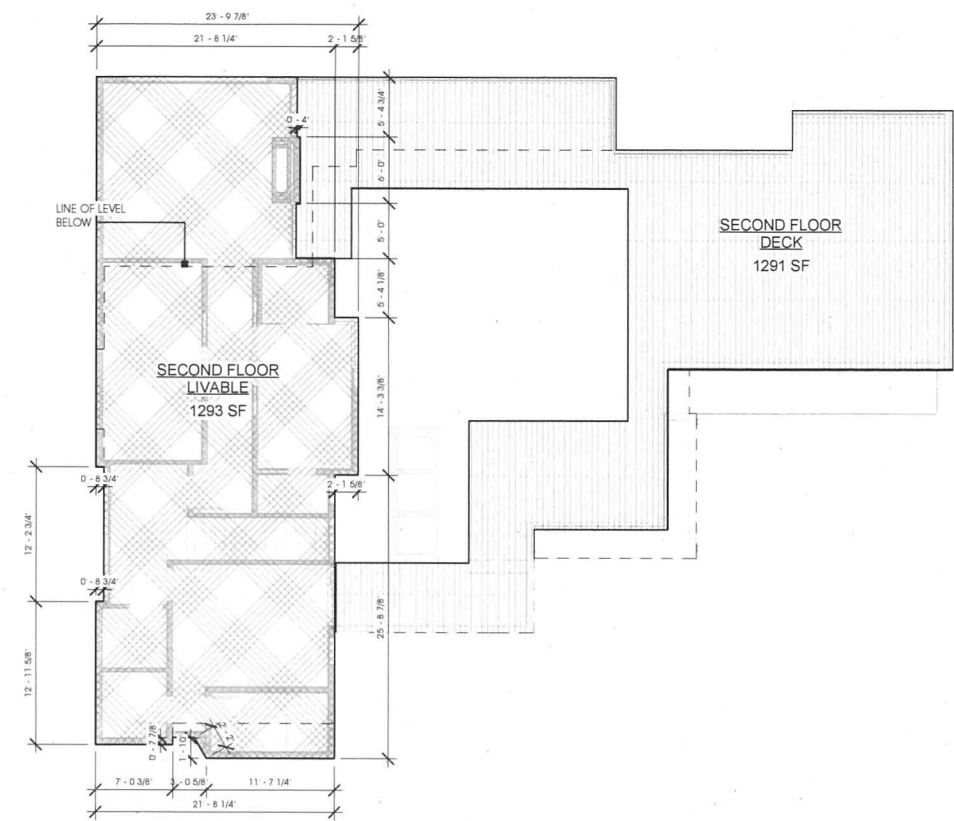
BASEMENT FLOOR DIAGRAM

1/8" = 1'-0"



FIRST FLOOR DIAGRAM

1/8" = 1'-0"



SECOND FLOOR DIAGRAM

1/8" = 1'-0"

PROJECT INFORMATION

SCOPE OF WORK:	DEMO EXISTING 1,496 SF SFR. CONSTRUCT NEW TWO STORY RESIDENCE OVER BASEMENT, WITH ATTACHED GARAGE FOR 3 CARS, COVERED OUTDOOR LIVING AREA, ASSOCIATED LANDSCAPE AND HARDSCAPE AND RETAINING WALLS.
LEGAL:	A PORTION OF LOT 2 IN BLOCK 11 OF SOLANA BEACH, IN THE CITY OF SOLANA BEACH, ACCORDING TO MAP NO. 1749, RECORDED MARCH 5, 1923.
A.P.N.:	298 - 092 - 05
CONSTRUCTION TYPE:	V-8
OCCUPANCY:	R-3
EXISTING/PROPOSED USE:	RESIDENTIAL
ZONE:	LR, SROZ
SPRINKLERED:	YES, PER CFC SECTION 903.2.1.1 AND INSTALLED PER NFPA 13D.
PROPOSED GRADING:	PER CIVIL DRAWINGS
GROSS LOT SIZE:	10,009 SF
FAR - ALLOWABLE:	FIRST 6,000 SF 0.5 X 6,000 SF = 3,000 SF 6,001 - 15,000 SF 0.175 X 4,009 SF = 702 SF
	<b>BUILDING AREA - ALLOWABLE TOTAL = 3,702 SF</b>

BUILDING AREA		
BASEMENT LEVEL		2,343 SF
FIRST FLOOR LEVEL		1,955 SF
SECOND FLOOR LEVEL		1,293 SF
GARAGE - 3 CAR		804 SF
COVERED TRASH & RECYCLE AREA		38 SF
<b>TOTAL BUILDING AREA</b>		<b>6,433 SF</b>
GARAGE PARKING EXEMPTION		
		- 400 SF
BASEMENT FAR EXEMPTION		- 2,343 SF
<b>TOTAL BUILDING AREA INCLUDED IN FAR</b>		<b>3,690 SF</b>
<b>TOTAL AMOUNT UNDER FAR</b>		<b>12 SF</b>
SETBACKS		
	REQUIRED	PROPOSED
FRONT:	20'-0"	24' - 7 1/2"
STREET SIDE:	10'-0"	10' - 0"
SIDES:	10'-0"	10' - 0"
REAR:	25'-0"	25' - 0"
DECKS/PATIOS		
FIRST FLOOR COVERED PATIO:		527 SF
SECOND FLOOR DECK:		1,291 SF

GRADING		
CUT:		1,920 CY
FILL:		70 CY
EXCAVATION FOR FOOTINGS:		10 CY
REMOVAL & RECOMPACTION:		100 CY
AGGREGATE:		2,100 CY
EXPORT:		1,850 CY
LANDSCAPE		
	EXISTING	PROPOSED
NON-LANDSCAPE AREA:	4,132 SF	5,337 SF
NON-IRRIGATED LANDSCAPE AREA:	5,877 SF	0 SF
IRRIGATED LANDSCAPE AREA:	0 SF	1,865 SF
WATER FEATURES:	0 SF	474 SF
DECORATIVE HARDSCAPE:	0 SF	2,060 SF
<b>TOTAL LOT AREA:</b>	<b>10,009 SF</b>	<b>10,009 SF</b>
AREA OF WORK		
IRRIGATED LANDSCAPE AREA:		1,865 SF
WATER FEATURES:		474 SF
DECORATIVE HARDSCAPE:		2,060 SF
AGGREGATE LANDSCAPE AREA:		4,390 SF

LEGEND

	LIVABLE AREA
	GARAGE AREA
	TRASH & RECYCLE AREA
	COVERED PATIO / DECK AREA
	OVERHANG AREA

NOTE: ALL DIMENSIONS ARE MEASURED FROM THE EXTERIOR WALL SURFACES.

REVISIONS
06/01/2023 DRP/SDP REVIEW 1
01/29/2024 DRP/SDP REVIEW 2
07/18/2024 DRP/SDP REVIEW 3
09/18/2024 DRP/SDP REVIEW 4

PHASE  
PLANNING

DATE  
05-13-2024

EOS JOB NO.  
22-15

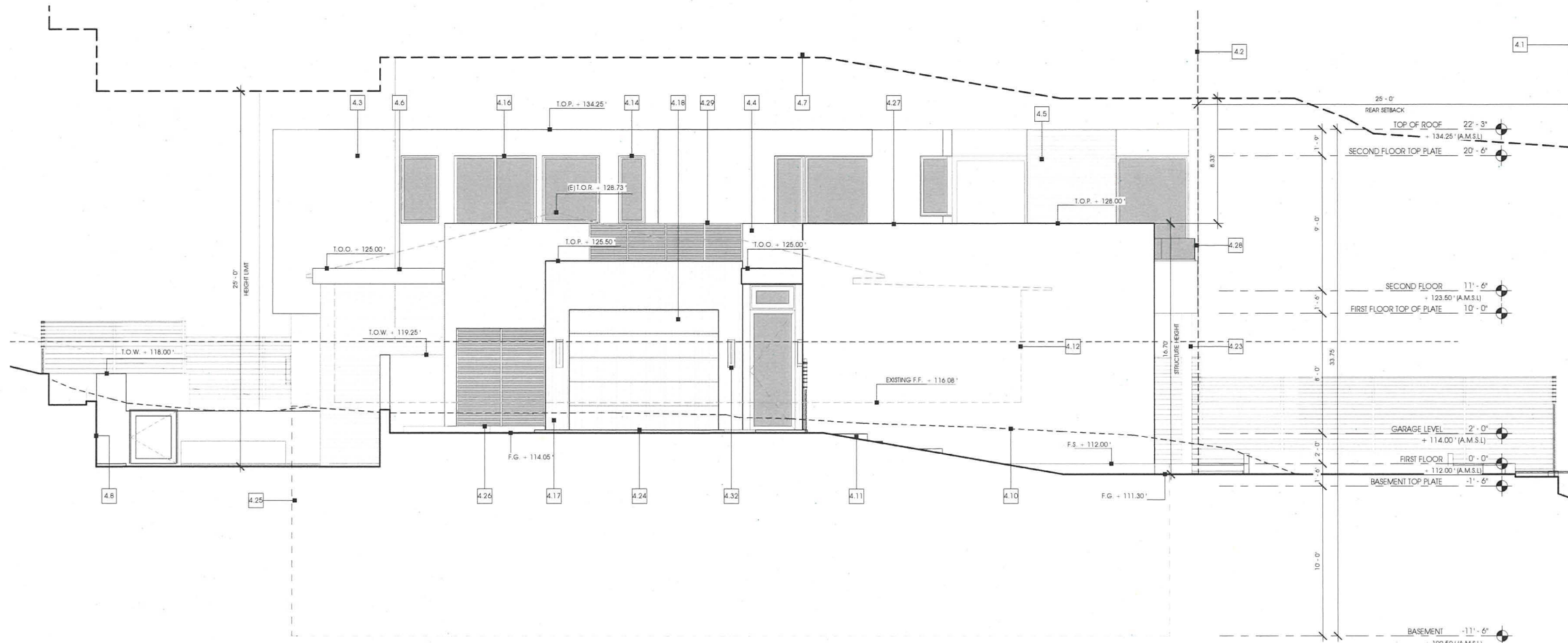
PROJECT NO.  
DRP23-007/SDP23-009

F.A.R. DIAGRAM

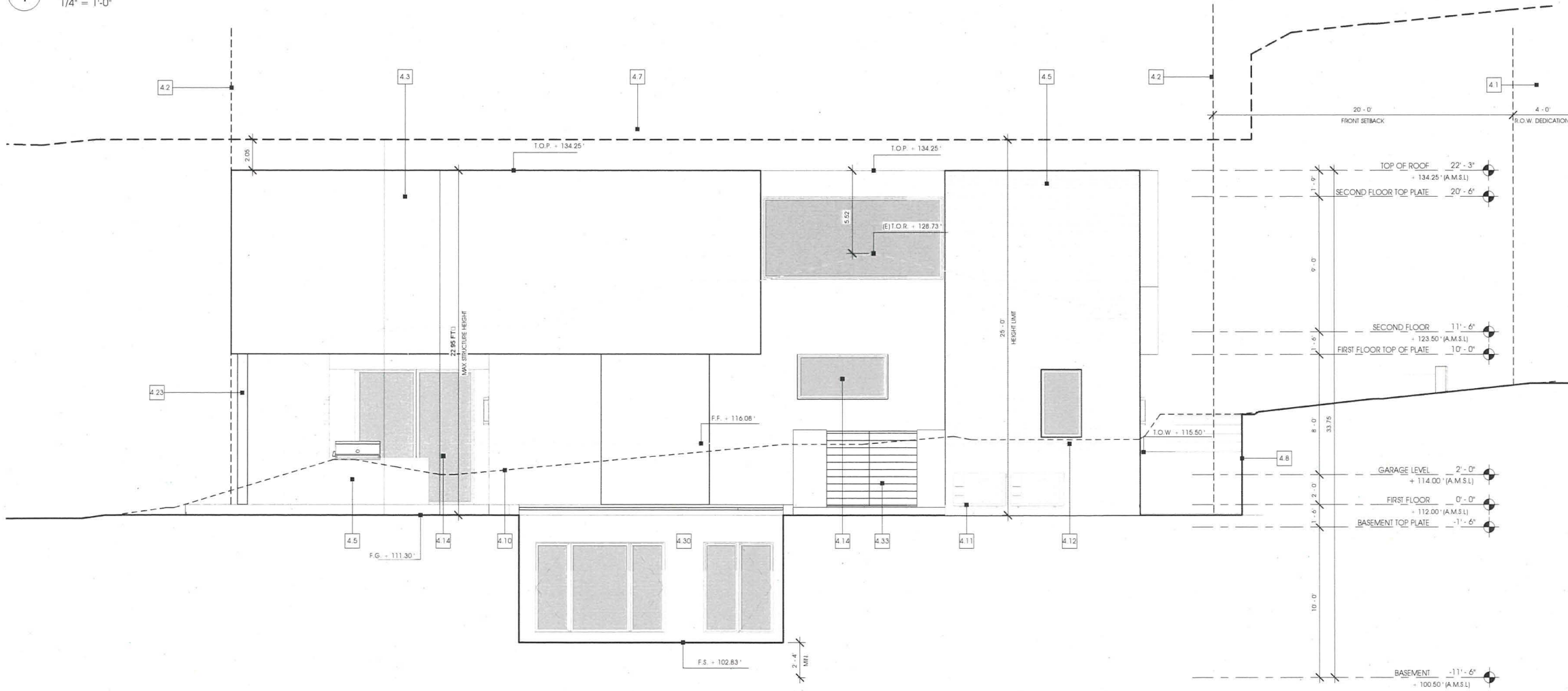
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1 NORTH ELEVATION  
1/4" = 1'-0"



2 SOUTH ELEVATION  
1/4" = 1'-0"

KEYNOTES

- 4.1 PROPERTY LINE, TYP.
- 4.2 SETBACK LINE, TYP.
- 4.3 2-COAT ACRYLIC SYNERGY SMOOTH STUCCO FINISH, LIGHT COLOR
- 4.4 2-COAT ACRYLIC SYNERGY SMOOTH STUCCO FINISH, GREY COLOR
- 4.5 STONE VENEER FINISH, PER ARCHITECT
- 4.6 KYNAR FINISH ALUMINUM FASCIA
- 4.7 LINE OF 25'-0" HEIGHT LIMIT FOR MAIN HOUSE
- 4.8 RETAINING WALL PER CIVIL
- 4.10 LINE OF EXISTING GRADE AT BUILDING LINE
- 4.11 LINE OF PROPOSED GRADE AT BUILDING LINE
- 4.12 LINE OF EXISTING RESIDENCE ENVELOPE
- 4.14 WINDOW/DOOR TYP.
- 4.16 SLIDING DOOR
- 4.17 VERTICAL WOOD SIDING
- 4.18 GARAGE DOOR
- 4.23 SUPPORT COLUMNS
- 4.24 DRIVEWAY
- 4.25 LINE OF BASEMENT
- 4.26 TRASH AND RECYCLING ENCLOSURE
- 4.27 42" HIGH SOLID GUARDRAIL
- 4.28 42" HIGH GLASS GUARDRAIL
- 4.29 42" HIGH WROUGHT IRON GUARDRAIL
- 4.30 LIGHTWELL
- 4.32 SCONCE TYP.
- 4.33 POOL EQUIPMENT PER PLAN



7542 FAY AVENUE  
LA JOLLA, CA 92037  
PH: 858.459.0575  
EMAIL: eos@eosarc.com

JENNIFER  
BOLYN  
Architect

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SOLANA BEACH, CA 92075

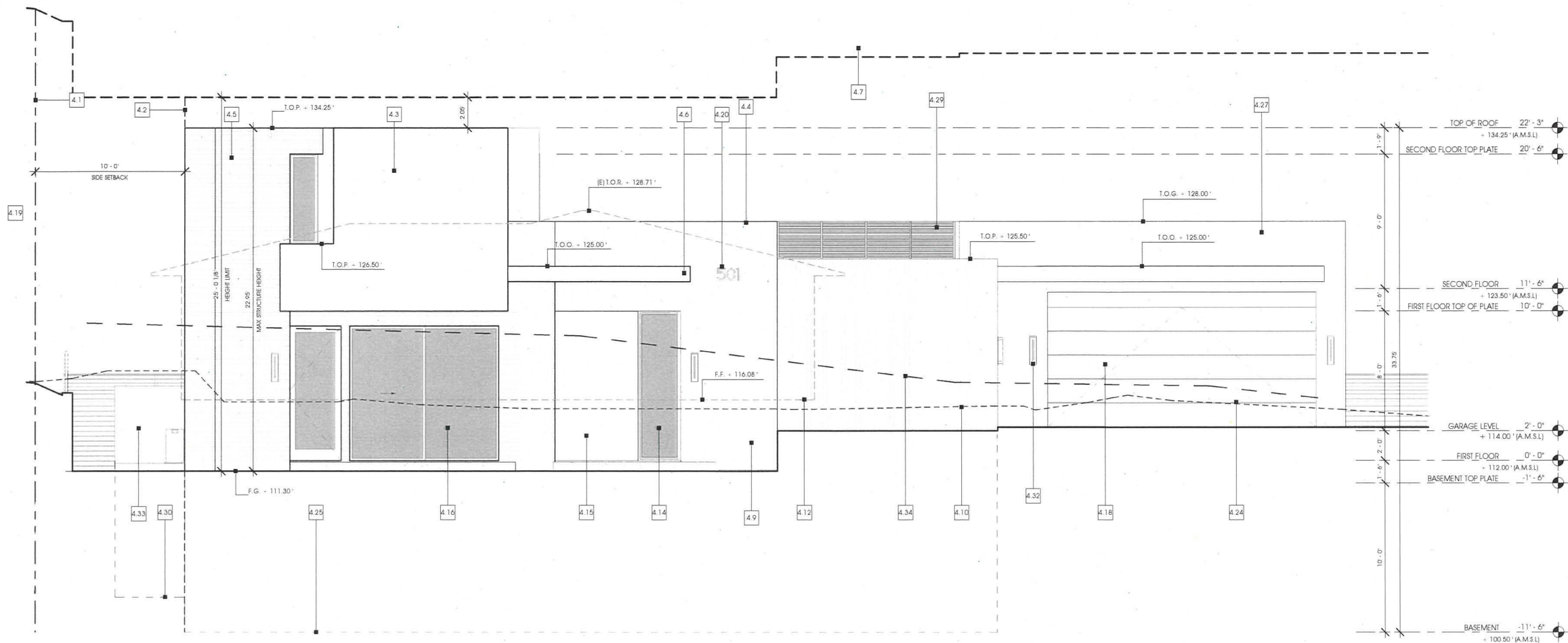
REVISIONS
06/01/2023 DRP/SDP REVIEW 1
01/29/2024 DRP/SDP REVIEW 2
07/18/2024 DRP/SDP REVIEW 3
09/18/2024 DRP/SDP REVIEW 4

PHASE
PLANNING
DATE
05-13-2024
EOS JOB NO.
22-15
PROJECT NO.
DRP23-007/SDP23-009

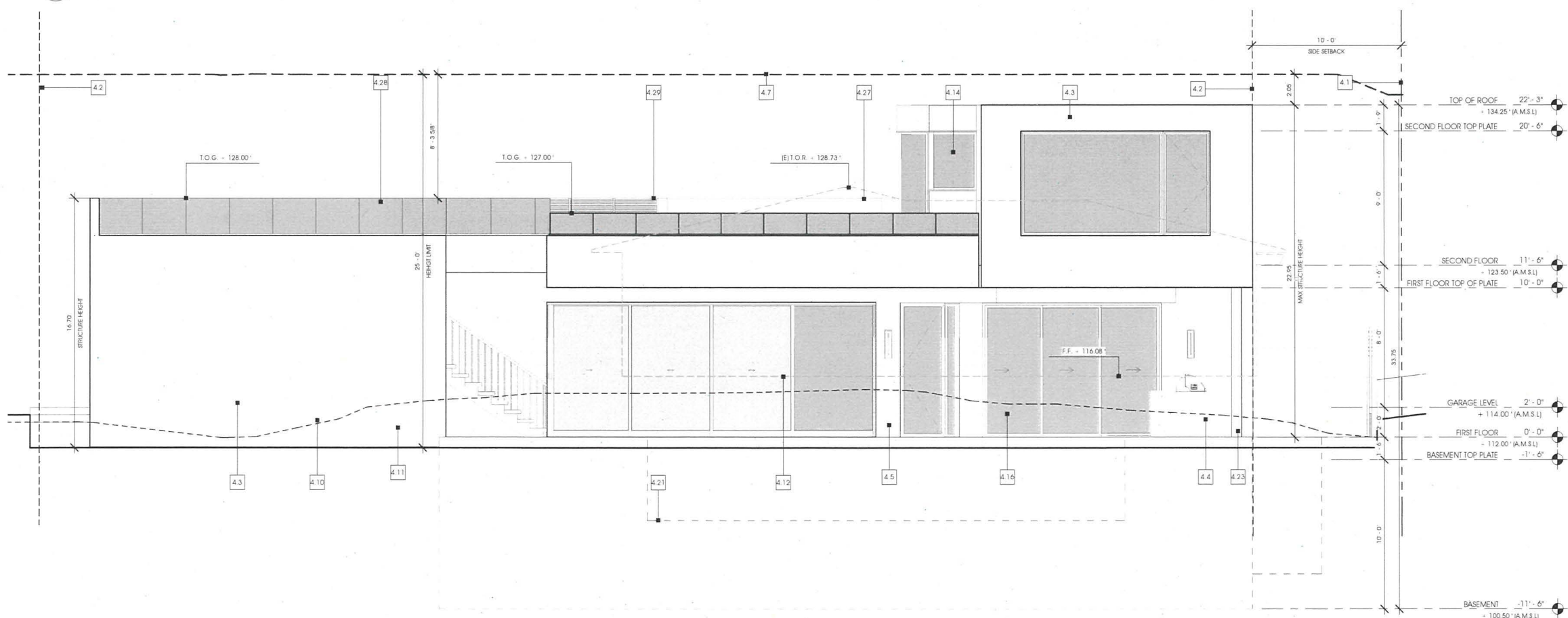
BUILDING EXTERIOR ELEVATIONS

A4.0

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3 EAST ELEVATION  
1/4" = 1'-0"



4 WEST ELEVATION  
1/4" = 1'-0"

KEYNOTES

- 4.1 PROPERTY LINE, TYP.
- 4.2 SETBACK LINE, TYP.
- 4.3 2-COAT ACRYLIC SYNERGY SMOOTH STUCCO FINISH, LIGHT COLOR
- 4.4 2-COAT ACRYLIC SYNERGY SMOOTH STUCCO FINISH, GREY COLOR
- 4.5 STONE VENEER FINISH, PER ARCHITECT
- 4.6 KYNAR FINISH ALUMINUM FASCIA
- 4.7 LINE OF 25'-0" HEIGHT LIMIT FOR MAIN HOUSE
- 4.9 SITE STAIR PER CIVIL/LANDSCAPE PLANS
- 4.10 LINE OF EXISTING GRADE AT BUILDING LINE
- 4.11 LINE OF PROPOSED GRADE AT BUILDING LINE
- 4.12 LINE OF EXISTING RESIDENCE ENVELOPE
- 4.14 WINDOW/DOOR TYP.
- 4.15 ENTRY DOOR
- 4.16 SLIDING DOOR
- 4.18 GARAGE DOOR
- 4.19 ADJACENT RESIDENCE, NAP.
- 4.20 ADDRESS NUMBERS, PER CITY STANDARD
- 4.21 POOL
- 4.23 SUPPORT COLUMNS
- 4.24 DRIVEWAY
- 4.25 LINE OF BASEMENT
- 4.27 42" HIGH SOLID GUARDRAIL
- 4.28 42" HIGH GLASS GUARDRAIL
- 4.29 42" HIGH WROUGHT IRON GUARDRAIL
- 4.30 LIGHTWELL
- 4.32 SCONCE TYP.
- 4.33 POOL EQUIPMENT PER PLAN
- 4.34 LINE OF STREET ELEVATION ALONG RIOS AVENUE



7542 FAY AVENUE  
LA JOLLA CA 92037  
PH: 658.459.0575  
EMAIL: eos@eosarc.com

JENNIFER BOLYN  
Architect

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REVISIONS
06/01/2023 DRP/SDP REVIEW 1
01/29/2024 DRP/SDP REVIEW 2
07/18/2024 DRP/SDP REVIEW 3
09/18/2024 DRP/SDP REVIEW 4

PHASE PLANNING
DATE 05-13-2024
EOS JOB NO. 22-15
PROJECT NO. DRP23-007/SDP23-009

BUILDING EXTERIOR ELEVATIONS

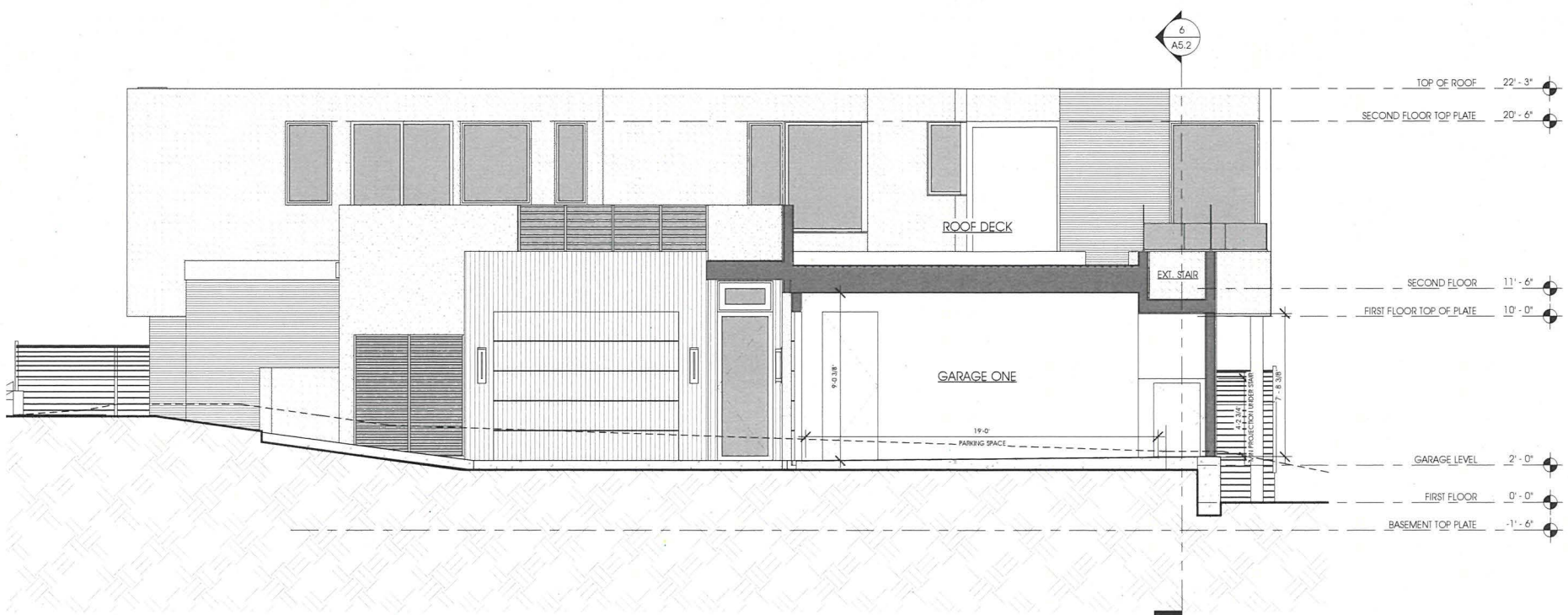
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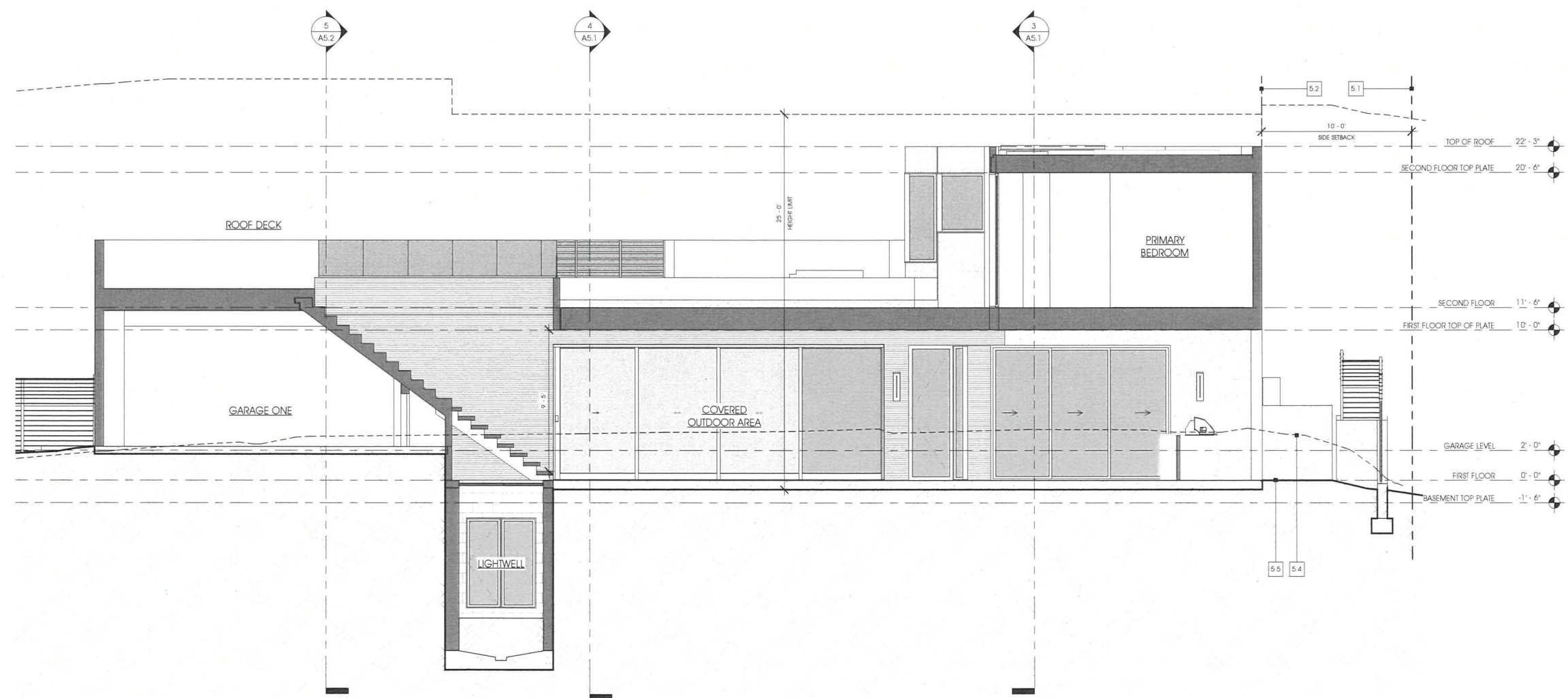








5 BUILDING SECTION  
1/4" = 1'-0"



6 BUILDING SECTION  
1/4" = 1'-0"

KEYNOTES

- 5.1 PROPERTY LINE, TYP.
- 5.2 SETBACK LINE, TYP.
- 5.4 LINE OF EXISTING GRADE AT BUILDING LINE
- 5.5 LINE OF PROPOSED GRADE AT BUILDING LINE



7542 FAY AVENUE  
LA JOLLA CA 92037  
PH: 858.459.0575  
EMAIL: eos@eosarc.com

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BOLYN  
Architect

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09/18/2024 DRP/SDP REVIEW 4

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PLANNING

DATE  
05-13-2024

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22-15

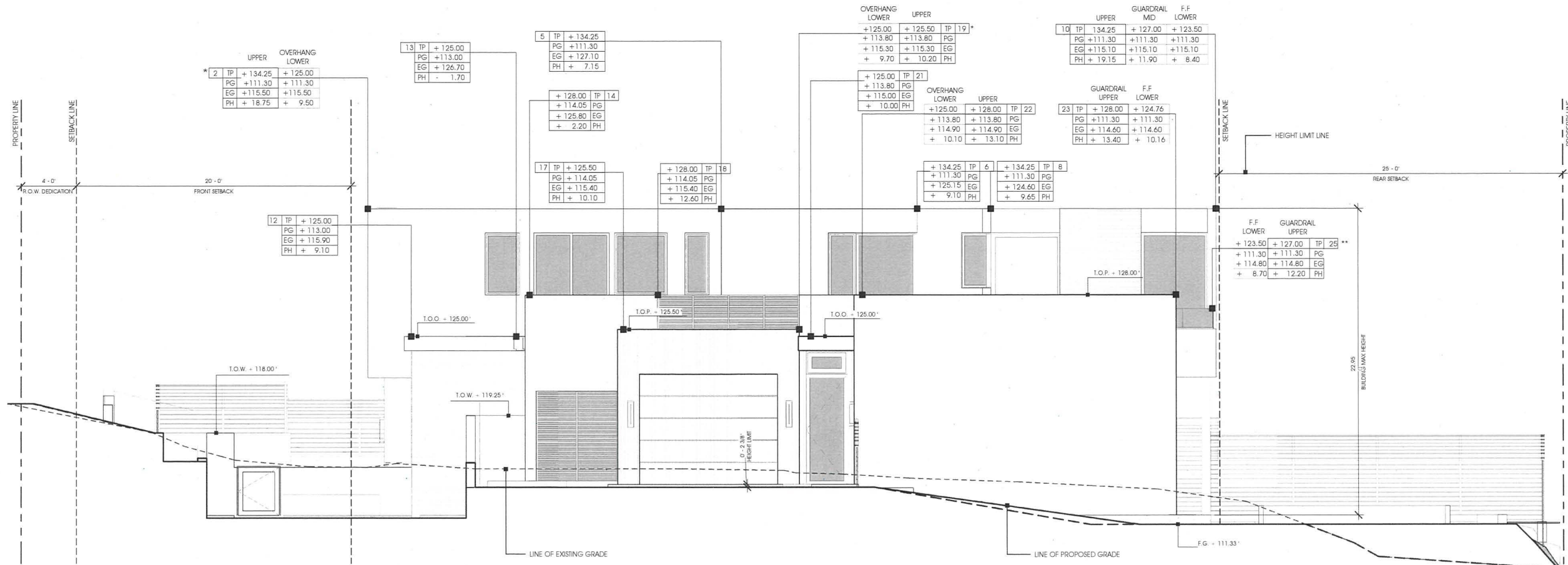
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BUILDING SECTIONS

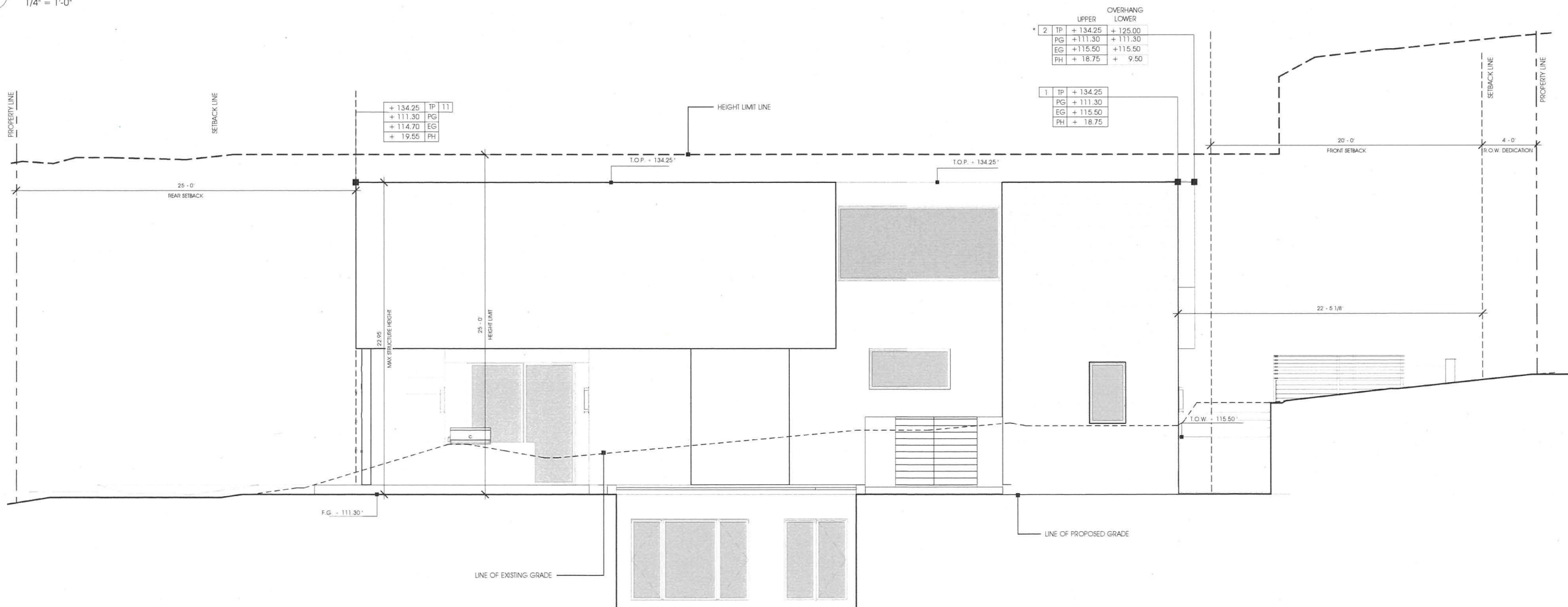
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 Project: 22-15 - 501 SOUTH RIOS AVE, SOLANA BEACH, CA  
 Drawing: 22-15-007-SDP23-009-BUILDING SECTIONS





1 NORTH ELEVATION  
1/4" = 1'-0"



2 SOUTH ELEVATION  
1/4" = 1'-0"

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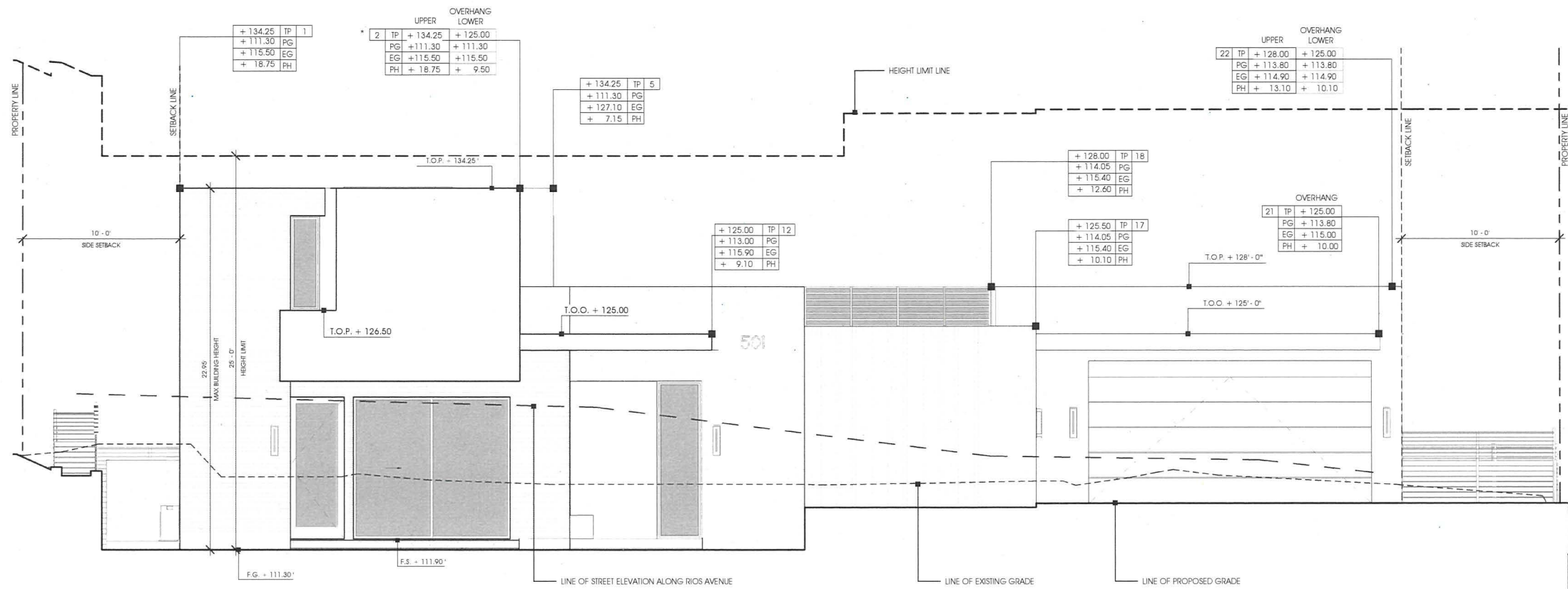
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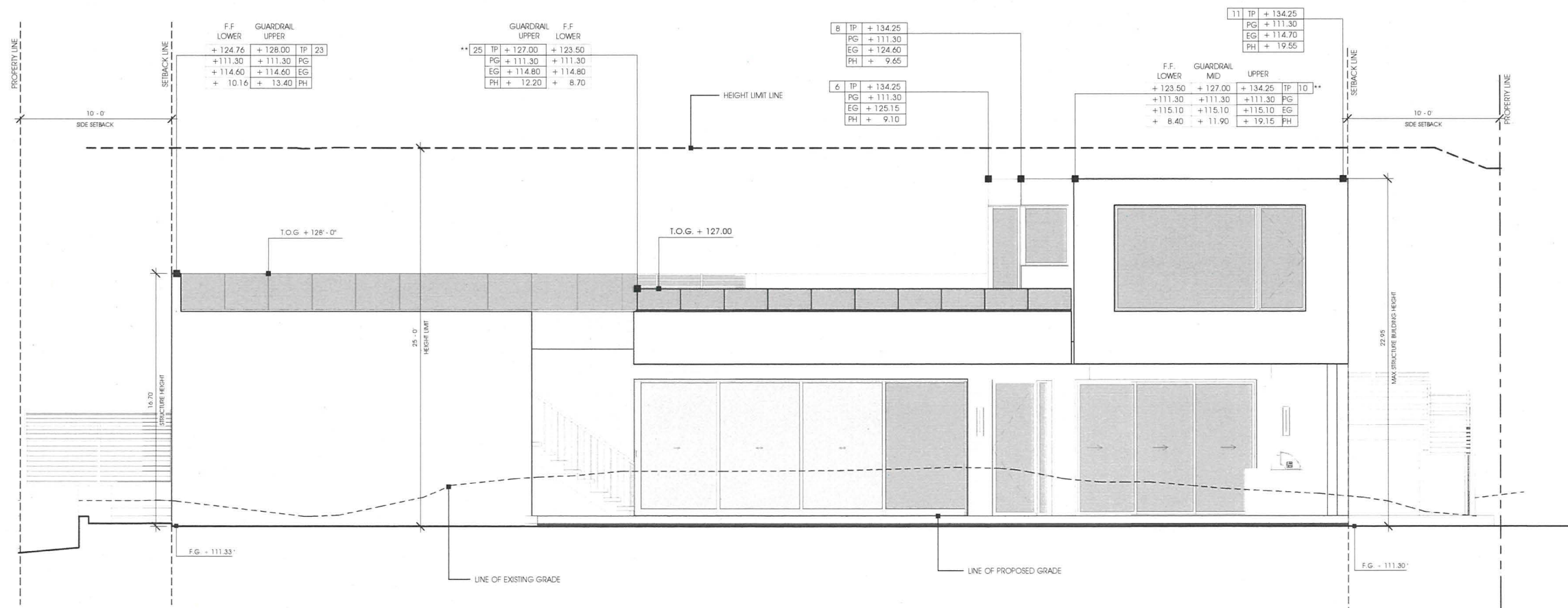
PHASE PLANNING
DATE 05-13-2024
EOS JOB NO. 22-15
PROJECT NO. DRP23-007/SDP23-009

STORY POLES ELEVATIONS

1/4" = 1'-0" (1/4" = 1'-0")  
 05/13/2024 2:03:37 PM  
 Jennifer Bolyn (22-15) - 501 South Rios Ave - Ackad 02 11 2024 4:08:40 PM.rvt



1 EAST ELEVATION  
1/4" = 1'-0"



2 WEST ELEVATION  
1/4" = 1'-0"



7542 FAY AVENUE  
LA JOLLA CA 92037  
PH: 858.459.0575  
EMAIL: eos@eosarc.com

JENNIFER BOLYN  
Architect

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09/18/2024 DRP/SDP REVIEW 4

PHASE  
PLANNING

DATE  
05-13-2024

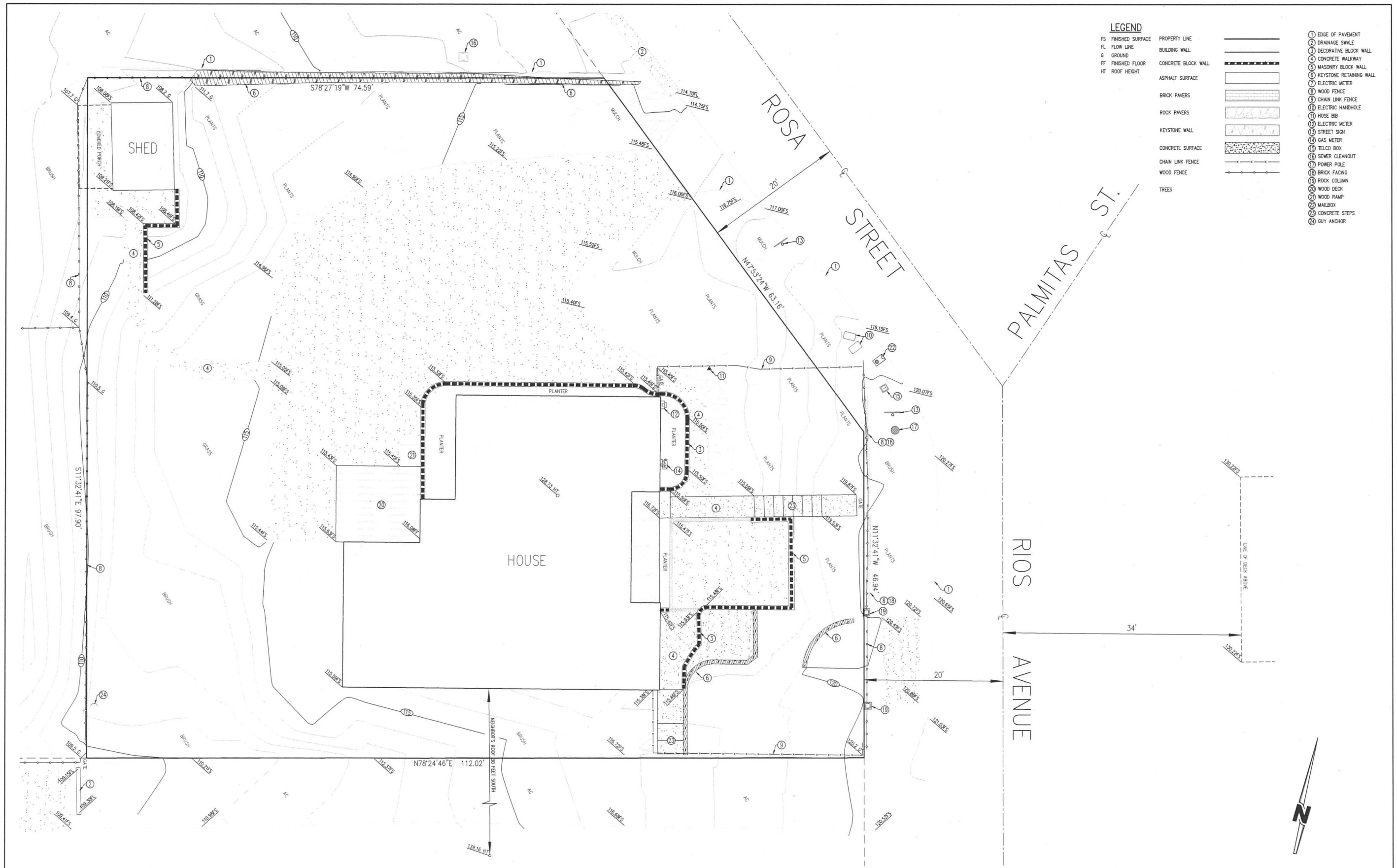
EOS JOB NO.  
22-15

PROJECT NO.  
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STORY POLES ELEVATIONS

A6.2

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 Jennifer Bolyn



**LEGEND**

FS FINISHED SURFACE	PROPERTY LINE	① EDGE OF PAVEMENT
FL FLOW LINE	BUILDING WALL	② DRAINAGE SWALE
G GROUND	CONCRETE BLOCK WALL	③ DECORATIVE BLOCK WALL
FF FINISHED FLOOR	ASPHALT SURFACE	④ CONCRETE WALKWAY
HT ROOF HEIGHT	BRICK PAVERS	⑤ MASONRY BLOCK WALL
	ROCK PAVERS	⑥ KEYSTONE RETAINING WALL
	KEYSTONE WALL	⑦ ELECTRIC METER
	CONCRETE SURFACE	⑧ WOOD FENCE
	CHAIN LINK FENCE	⑨ CHAIN LINK FENCE
	WOOD FENCE	⑩ ELECTRIC HANDHOLE
	TREES	⑪ HOSE BIB
		⑫ ELECTRIC METER
		⑬ STREET SIGN
		⑭ GAS METER
		⑮ TELCO BOX
		⑯ SEWER CLEANOUT
		⑰ POWER POLE
		⑱ BRICK FACING
		⑲ ROCK COLUMN
		⑳ WOOD DECK
		㉑ WOOD RAMP
		㉒ MAILBOX
		㉓ CONCRETE STEPS
		㉔ GUY ANCHOR

PLANS PREPARED BY:  
**SPEAR & ASSOCIATES, INC.**  
 CIVIL ENGINEERING & LAND SURVEYING  
 475 PRODUCTION STREET, SAN MARCOS, CA 92078  
 PHONE (760) 736-2040 FAX (760) 736-4866  
 WWW.SPEARINC.NET

**LEGAL DESCRIPTION**  
 A PORTION OF LOT 2 IN BLOCK 11 OF SOLANA BEACH, IN THE CITY OF SOLANA BEACH, ACCORDING TO MAP NO. 1749, RECORDED MARCH 5, 1923.

APN 298-092-05

**REVISIONS**

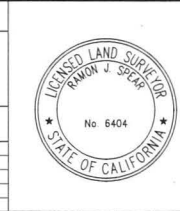
NO.	DESCRIPTION	DRAWN BY	DATE	APPROVED

**BENCHMARK**  
 CITY OF SOLANA BEACH CONTROL STA. NO. 2001 (SOLB-1), 2.5" BRASS DISC ON DRAINAGE INLET, EAST SIDE HWY. 101, 0.1 MILES SOUTH OF LOMA SANTA FE DRIVE PER RECORD OF SURVEY MAP NO. 18971.  
 ELEV = 71.45  
 DATUM: NAVD 88

**SURVEYOR'S CERTIFICATION**  
 I, RAMON J. SPEAR, A LICENSED LAND SURVEYOR IN THE STATE OF CALIFORNIA, HEREBY CERTIFY THAT THIS PLAT REPRESENTS THE RESULTS OF A SURVEY PERFORMED DURING AUGUST 2022.

*Ra*  
 RAMON J. SPEAR, L.S. 6404  
 AUGUST 31, 2022  
 DATE

**NOTES**  
 1. ADD ELEVATIONS ALONG SOUTH DRIVEWAY AND ROOF HEIGHTS.



**SHEET 1 OF 1**

JOB NO. 22-185

DWG. NO. D-333

**GRAPHIC SCALE: 1"=5'**

SCALE: 1" = 5'

**TOPOGRAPHIC SURVEY FOR:**  
 501 SOUTH RIOS AVENUE  
 SOLANA BEACH, CA 92075



**GENERAL NOTES**

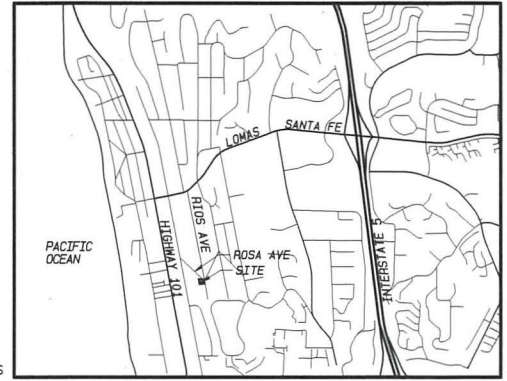
- APPROVAL OF THIS GRADING PLAN DOES NOT CONSTITUTE APPROVAL OF VERTICAL OR HORIZONTAL ALIGNMENT OF ANY PRIVATE ROAD SHOWN HEREIN FOR PUBLIC ROAD PURPOSES.
- FINAL APPROVAL OF THESE GRADING PLANS IS SUBJECT TO FINAL APPROVAL OF THE ASSOCIATED IMPROVEMENTS WHERE APPLICABLE. FINAL CURB GRADE ELEVATIONS MAY REQUIRE CHANGES IN THESE PLANS.
- IMPORT MATERIALS SHALL BE LEGALLY OBTAINED.
- A SEPARATE PERMIT FROM THE CITY ENGINEER WILL BE REQUIRED FOR ANY WORK IN THE PUBLIC RIGHT-OF-WAY.
- ALL SLOPES OVER THREE (3) FEET IN HEIGHT SHALL BE LANDSCAPED AND IRRIGATED.
- THE CONTRACTOR SHALL VERIFY THE EXISTENCE AND LOCATION OF ALL UTILITIES BEFORE COMMENCING WORK. NOTICE OF PROPOSED WORK SHALL BE GIVEN TO THE FOLLOWING AGENCIES:  
UNDERGROUND S.A. 811
- THE SOILS REPORTS SHALL BE PROVIDED AS REQUIRED BY THE CITY OF SOLANA BEACH PRIOR TO ISSUANCE OF A GRADING PERMIT
- APPROVAL OF THESE PLANS BY THE CITY ENGINEER DOES NOT AUTHORIZE ANY WORK OR GRADING TO BE PERFORMED UNTIL THE PROPERTY OWNER'S PERMISSION HAS BEEN OBTAINED AND A VALID GRADING PERMIT HAS BEEN ISSUED.
- THE CITY ENGINEER'S APPROVAL OF THESE PLANS DOES NOT CONSTITUTE THE BUILDING OFFICIAL'S APPROVAL OF ANY FOUNDATION FOR STRUCTURES TO BE PLACED ON THE AREA COVERED BY THESE PLANS. NO WAIVER OF THE GRADING ORDINANCE REQUIREMENTS CONCERNING MINIMUM COVER OVER EXPANSIVE SOILS IS MADE OR IMPLIED.
- ALL OPERATIONS CONDUCTED ON THE PREMISES, INCLUDING THE WARMING UP, REPAIR, ARRIVAL, DEPARTURE OR RUNNING OF TRUCKS, EARTHMOVING EQUIPMENT, CONSTRUCTION EQUIPMENT AND ANY OTHER ASSOCIATED GRADING EQUIPMENT SHALL BE LIMITED TO THE PERIOD BETWEEN 7:00 a.m. AND 6:00 p.m. EACH DAY, MONDAY THROUGH FRIDAY, AND NO EARTHMOVING OR GRADING OPERATIONS SHALL BE CONDUCTED ON THE PREMISES ON SATURDAYS, SUNDAYS OR HOLIDAYS WITHOUT THE WRITTEN PERMISSION OF THE CITY ENGINEER.
- ALL MAJOR SLOPES SHALL BE ROUNDED INTO EXISTING TERRAIN TO PRODUCE A CONTOURED TRANSITION FROM CUT OR FILL FACES TO NATURAL GROUND AND ABUTTING CUT OR FILL FACES.
- NOTWITHSTANDING THE MINIMUM STANDARDS SET FORTH IN THE THE GRADING ORDINANCE, AND NOTWITHSTANDING THE APPROVAL OF THESE GRADING PLANS, THE PERMITTEE IS RESPONSIBLE FOR THE PREVENTION OF DAMAGE TO THE ADJACENT PROPERTY. NO PERSON SHALL EXCAVATE ON LAND SO CLOSE TO THE PROPERTY LINE AS TO ENDANGER ANY ADJOINING PUBLIC STREET, SIDEWALK, ALLEY, FUNCTION OF ANY SEWAGE DISPOSAL SYSTEM, OR ANY OTHER PUBLIC OR PRIVATE PROPERTY WITHOUT SUPPORTING AND PROTECTING SUCH PROPERTY FROM SETTLING, CRACKING, EROSION, SILTING SCOUR OR OTHER DAMAGE WHICH MIGHT RESULT FROM THE GRADING DESCRIBED IN THIS PLAN. THE PERMITTEE SHALL BE RESPONSIBLE FOR CORRECTION ON NON-DEDICATED IMPROVEMENTS WHICH DAMAGE ADJACENT PROPERTY.
- SLOPE RATIOS: CUT 2:1 FILL 2:1  
CUT: 1,920 CY FILL: 70 CY EXPORT: 1,850 CY  
REMEDIAL GRADING: 100 CY REMOVAL/RECOMPACTION  
(NOTE: A SEPARATE VALID PERMIT MUST EXIST FOR OFFSITE IMPORT OR EXPORT AREAS.)
- THE QUANTITIES ESTIMATED ABOVE ARE FOR PERMIT PURPOSES ONLY AND SHOULD NOT BE USED FOR CONSTRUCTION BIDS. CONTRACTORS ARE RESPONSIBLE FOR THEIR OWN EARTHWORK QUANTITIES.
- SPECIAL CONDITIONS: IF ANY ARCHAEOLOGICAL RESOURCES ARE DISCOVERED ON THE SITE OF THIS GRADING, THE PERMITTEE SHALL STOP ALL OPERATIONS IMMEDIATELY, AND THE PERMITTEE WILL NOTIFY THE CITY ENGINEER OF THE DISCOVERY. GRADING OPERATIONS WILL NOT COMMENCE UNTIL THE PERMITTEE HAS RECEIVED WRITTEN AUTHORITY FROM THE CITY ENGINEER TO DO SO.
- ALL GRADING SHOWN ON THIS PLAN SHALL BE COMPLETED AS A SINGULAR UNIT WITH NO PROVISION FOR PARTIAL RELEASES. SHOULD IT BE ANTICIPATED THAT A PORTION OF THIS PROJECT BE COMPLETED SEPARATELY, A SEPARATE PLAN AND PERMIT APPLICATION SHALL BE SUBMITTED FOR APPROVAL.
- THE CONTRACTOR SHALL NOTIFY THE CITY OF SOLANA BEACH 858.720.2470 24 HOURS BEFORE GRADING OPERATIONS BEGIN.
- FINISHED GRADING AND PLANTING SHALL BE ACCOMPLISHED ON ALL SLOPES PRIOR TO OCTOBER 1, OR IMMEDIATELY UPON COMPLETION OF ANY SLOPES GRADED BETWEEN OCTOBER 1 AND APRIL 1, PRIOR TO ANY PLANTING. ALL LANDSCAPING SHALL BE APPROVED BY THE PLANNING DEPARTMENT AT THE DEVELOPMENT REVIEW STAGE, OR BY SEPARATE LANDSCAPE PLAN.
- ALL OFF-SITE HAUL ROUTES SHALL BE SUBMITTED BY THE CONTRACTOR TO THE CITY ENGINEER FOR APPROVAL 72 HOURS PRIOR TO THE BEGINNING OF WORK.
- UPON FINAL COMPLETION OF THE WORK UNDER THE GRADING PERMIT, BUT PRIOR TO FINAL RELEASE OF APPROVAL, AT OR FTM RELEASE OF SECURITY, AS AS-GRADED CERTIFICATE SHALL BE PROVIDED STATING: "THE GRADING UNDER PERMIT NO. SBGR-216 HAS BEEN PERFORMED IN SUBSTANTIAL CONFORMANCE WITH THE APPROVED GRADING PLAN OR AS SHOWN ON THE ATTACHED AS-GRADED PLAN. THIS STATEMENT SHALL BE FOLLOWED BY THE DATE AND SIGNATURE OF THE CIVIL ENGINEER WHO CERTIFIES SUCH A GRADING OPERATION."

**EROSION CONTROL NOTES**

- STORM WATER AND NON-STORM WATER DISCHARGE CONTROL: BEST MANAGEMENT PRACTICES SHALL BE DEVELOPED AND IMPLEMENTED TO MANAGE STORM WATER AND NON-STORM WATER DISCHARGES FROM THE SITE AT ALL TIMES DURING EXCAVATION AND GRADING ACTIVITIES.
- EROSION AND SEDIMENT CONTROL: EROSION PREVENTION SHALL BE EMPHASIZED AS THE MOST IMPORTANT MEASURE FOR KEEPING SEDIMENT ON SITE DURING EXCAVATION AND GRADING ACTIVITIES. SEDIMENT CONTROLS SHALL BE USED AS A SUPPLEMENT TO EROSION PREVENTION FOR KEEPING SEDIMENT ON SITE.
- EROSION CONTROL ON SLOPES SHALL BE MITIGATED BY INSTALLING LANDSCAPING AS PER APPROVED LANDSCAPE PLANS AS REQUIRED BY THE DEVELOPMENT REVIEW CONDITIONS, OR BY TEMPORARY EROSION CONTROL CONFORMING TO THE FOLLOWING:  
NON-IRRIGATED HYDROSEED MIX WITH A FIBER MATRIX APPLIED AT 4,000 LB/ACRE.

LBS/ACRE	PURITY/ACRE	SEED SPECIES
20	70% PLUS	ATRIPLEX GLAUCA
50		PLANTAGE INSULARIS
8		ENCHELIS FARINOSA
5	SCARIFIED	LOTUS SCOPARIUS
91	50% PLUS	EXCHSCHOLTZIA CALIF.

- THE TOPS OF ALL SLOPES TALLER THAN 5' SHALL BE DIKED OR TRENCHED TO PREVENT WATER FLOWING OVER CRESTS OF SLOPES.
- CATCH BASINS, DESTILTING BASINS, AND STORM DRAIN SYSTEMS SHALL BE INSTALLED TO THE SATISFACTION OF THE CITY ENGINEER.
- SAND BAG CHECK DAMS, SILT FENCES, FIBER ROLLS OR OTHER APPROVED BMP'S SHALL BE PLACED IN UNPAVED AREAS WITH GRADIENTS IN EXCESS OF 2%, AS WELL AS AT OR NEAR EVERY POINT WHERE CONCENTRATED FLOW LEAVE THE SITE.
- SAND BAGS SHALL BE PLACED ON THE UPSTREAM SIDE OF ALL DRAINAGE INLETS TO MINIMIZE SILT BUILDUP IN THE INLETS AND PIPES.
- THE CONTRACTOR SHALL REPAIR ANY ERODED SLOPES AS DIRECTED BY THE OFFICE OF THE CITY ENGINEER.
- THE CONTRACTOR SHALL SWEEP ROADWAYS AND ENTRANCES TO AND FROM THE SITE ON A REGULAR BASIS TO KEEP THEM FREE OF SOIL ACCUMULATION AND AT ALL OTHER TIMES DIRECTED BY THE CITY ENGINEER.
- THE CONTRACTOR SHALL WATER SITE ON A CONTINUOUS BASIS TO MINIMIZE AIR BORNE DUST CREATED FROM GRADING AND HAULING OPERATIONS OR EXCESSIVE WIND CONDITIONS, AND AT ALL TIMES DIRECTED BY THE CITY ENGINEER.
- IN THE EVENT SILT DOES ENTER THE EXISTING PUBLIC STORM DRAIN SYSTEM, REMOVAL OF THE SILT FROM THE SYSTEM WILL BE DONE AT THE DEVELOPER'S EXPENSE.



VICINITY MAP  
NOT TO SCALE

**PRELIMINARY GRADING PLAN**

**LEGAL DESCRIPTION**

THAT PORTION OF LOT 2, BLOCK 11 OF SOLANA BEACH IN THE CITY OF SOLANA BEACH, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, ACCORDING TO MAP NO. 1745, FILED IN THE OFFICE OF THE COUNTY RECORDER MARCH 5, 1923.

**A.P.N.**

298-092-05

**SITE ADDRESS**

501 S. RIOS AVENUE  
SOLANA BEACH, CA 92075

**OWNER/PERMITTEE**

DONIA ACKAD  
519 ENCINITAS BLVD, STE 108  
ENCINITAS, CA 92024

**TOPOGRAPHIC SURVEY**

SPEAR & ASSOCIATES, INC.  
475 PRODUCTION STREET  
SAN MARCOS, CA 92078  
760.736.2040  
JOB NO. 22-185TS.DWG

**OWNER'S CERTIFICATE**

I, AS OWNER/DEVELOPER OF THE PROPERTY DESCRIBED HEREIN ACKNOWLEDGE THESE PLANS HAVE BEEN PREPARED AT MY DIRECTION WITH MY FULL CONSENT. I FULLY UNDERSTAND AND ACCEPT THE TERMS AND CONDITIONS CONTAINED HEREIN AND AS ATTACHED BY REFERENCE ON THIS GRADING PLAN.

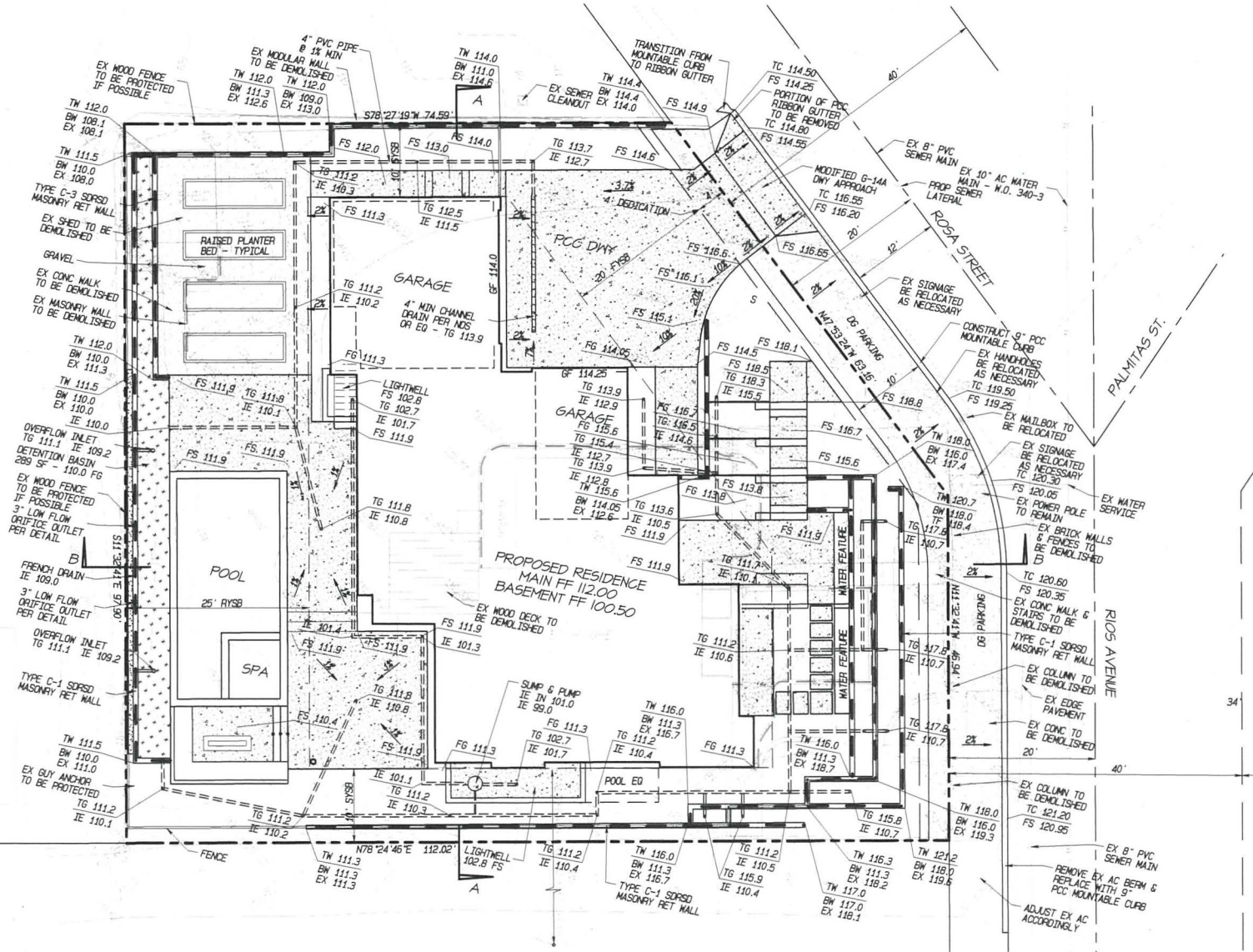
IT IS AGREED THAT FIELD CONDITIONS MAY REQUIRE CHANGES TO THESE PLANS.

IT IS FURTHER AGREED THAT THE OWNER (DEVELOPER) SHALL HAVE A REGISTERED CIVIL ENGINEER MAKE SUCH CHANGES, ALTERATIONS OR ADDITIONS TO THESE PLANS WHICH THE CITY ENGINEER DETERMINES ARE NECESSARY AND DESIRABLE FOR THE PROPER COMPLETION OF THE IMPROVEMENTS.

I FURTHER AGREE TO COMMENCE WORK ON ANY IMPROVEMENTS SHOWN ON THESE PLANS WITHIN EXISTING CITY RIGHT-OF-WAY WITHIN 60 DAYS OF THE CONSTRUCTION PERMIT AND TO PURSUE SUCH WORK ACTIVELY ON EVERY NORMAL WORKING DAY UNTIL COMPLETED, IRRESPECTIVE AND INDEPENDENT OF ANY OTHER WORK ASSOCIATED WITH THIS PROJECT OR UNDER MY CONTROL.

DONIA ACKAD  
519 ENCINITAS BLVD, STE 108  
ENCINITAS, CA 92024

DATE



**WORK TO BE DONE**

THE IMPROVEMENTS CONSIST OF THE FOLLOWING WORK TO BE DONE ACCORDING TO THESE PLANS AND THE LATEST EDITIONS OF:

**STANDARD SPECIFICATIONS**

- STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION INCLUDING THE REGIONAL SUPPLEMENTAL AMENDMENTS
- CALIFORNIA DEPARTMENT OF TRANSPORTATION "MANUAL OF TRAFFIC CONTROLS FOR CONSTRUCTION AND MAINTENANCE WORK ZONES"
- STATE OF CALIFORNIA, DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS

**STANDARD DRAWINGS**

- SAN DIEGO REGIONAL STANDARD DRAWINGS
- STATE OF CALIFORNIA, DEPARTMENT OF TRANSPORTATION STANDARD PLANS

No.	ITEM DESCRIPTION	STD. DWG.	SYMBOL
1.	MASONRY RETAINING WALL	C-1	

**LEGEND**

ITEM DESCRIPTION	SYMBOL
PROPERTY BOUNDARY	
EXISTING CONTOURS	
PROPOSED CONTOURS	
PROPOSED LIMIT OF GRADING	
FLOWLINE DIRECTION	
SETBACK LINE	
PROPOSED RETAINING WALL	
PROPOSED DETENTION/ BMP AREA	

**EARTHWORK QUANTITIES:**

	ADU	NON-ADU PROJECT SCOPE	TOTAL GRADING
CUT	N/A	1920 CY	1920 CY
FILL	N/A	70 CY	70 CY
EXCAVATION FOR FOOTINGS	N/A	10 CY	10 CY
REMOVAL/RECOMPACTION	N/A	100 CY	100 CY
AGGREGATE	N/A	2,100 CY	2,100 CY
EXPORT	N/A	1,850 CY	1,850 CY

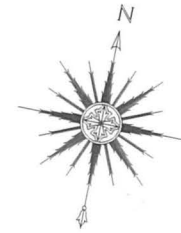
\* EARTHWORK QUANTITIES ARE ESTIMATED FOR PERMIT PURPOSES ONLY AND REPRESENT COMPACTED (IN PLACE) VOLUMES ONLY. THESE VALUES ARE CALCULATED ON A THEORETICAL BASIS. ACTUAL QUANTITIES MAY VARY DUE TO OBSERVED SHRINKAGE AND/OR SWELL FACTORS.

**DECLARATION OF RESPONSIBLE CHARGE**

I, HEREBY DECLARE THAT I AM THE ENGINEER OF WORK FOR THIS PROJECT, THAT I HAVE EXERCISED RESPONSIBLE CHARGE OVER THE DESIGN OF THE PROJECT AS DEFINED IN SECTION 6703 OF THE BUSINESS AND PROFESSIONS CODE, AND THE DESIGN IS CONSISTENT WITH CURRENT STANDARDS AND THE CITY OF SOLANA BEACH RESOLUTION NO. 2014-063.

I UNDERSTAND THAT THE CHECK OF PROJECT DRAWINGS AND SPECIFICATIONS BY THE CITY OF SOLANA BEACH IS CONFINED TO A REVIEW ONLY AND DOES NOT RELIEVE ME OF RESPONSIBILITIES FOR PROJECT DESIGN.

BY: BRIAN ARDOLINO  
RCE No. 71651 EXP 12/31/2025  
ARDOLINO COASTAL ENGINEERING



SOBGE NOTE:  
CAUTION: ENERGIZED OVERHEAD CONDUCTORS. ELEVATION VARIES. MUST MAINTAIN 20' RADIAL CLEARANCE FROM TRANSMISSION LINE SUPPORTING STRUCTURES & FOUNDATIONS. IF ANY WORK IS WITHIN 20' RADIAL CLEARANCE STANDEY ANEMOMETER IS REQUIRED FOR SAFETY WATCH. CONTACT DIVERSIFIED UTILITY SERVICES INC. (858-278-2880) 30 DAYS IN ADVANCE TO SCHEDULE STANDEY.

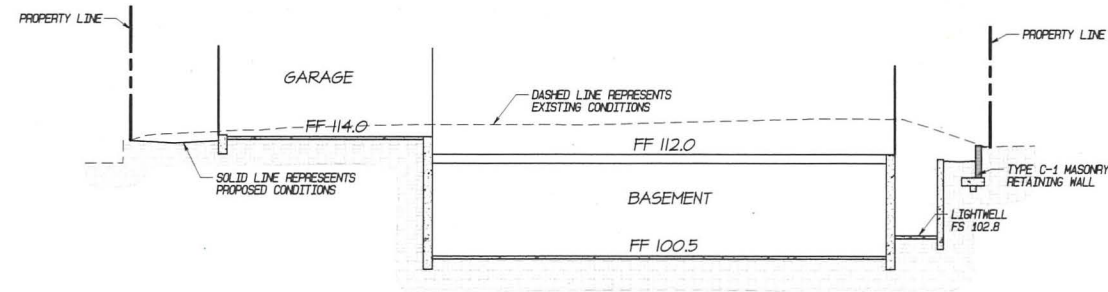


ARDOLINO COASTAL ENGINEERING  
PO BOX 1226, Cardiff by the Sea, CA 92007  
brian@coast-eng.com | 760-334-1373

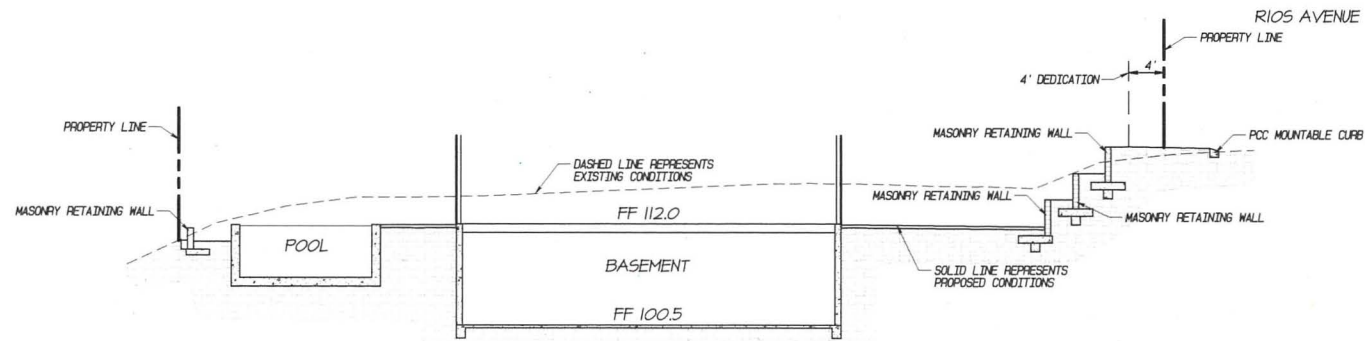
COASTAL COMMISSION PERMIT NO.

ENGINEER OF WORK	CITY APPROVED CHANGES	APFD DATE	RECOMMENDED FOR APPROVAL	APPROVED FOR CONSTRUCTION	BENCH MARK	CITY OF SOLANA BEACH	DRAWING NO.
By: <u>BRIAN ARDOLINO</u> Date: <u>12/31/25</u> Name: <u>BRIAN ARDOLINO</u> R.C.E. No. <u>71651</u> Exp. <u>12/31/25</u>			By: _____ Date: _____	By: _____ Date: _____	DESCRIPTION: "SOLB-1" - PT. NO. 2001 LOCATION: E. SHOULDER OF HIGHWAY 101 0.1 MILE SOUTH OF LOMAS SANTA FE DRIVE RECORD FROM RDS NO. 18971 ELEV.: 71.45 DATUM: NAVD-88	PRELIMINARY GRADING PLAN FOR: <b>501 S. RIOS AVENUE</b>	SHEET 1 OF 2

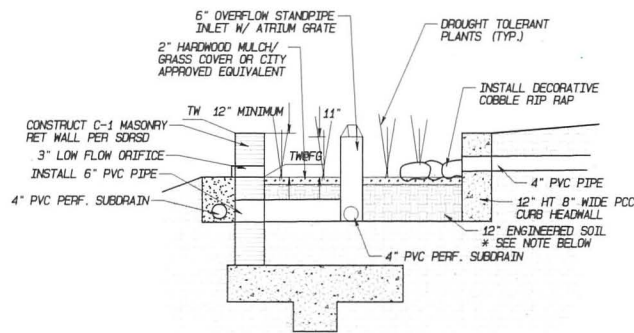
# PRELIMINARY GRADING PLAN



**CROSS SECTION A**  
NOT TO SCALE

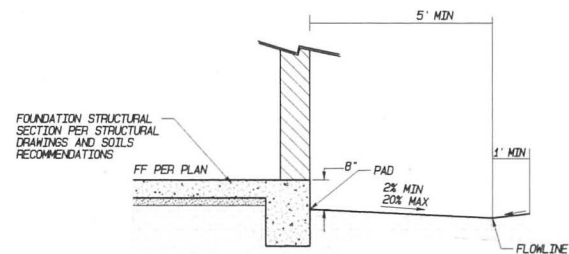


**CROSS SECTION B**  
NOT TO SCALE



\* BIORETENTION ENGINEERED SOIL LAYER SHALL BE MINIMUM 18" DEEP "SANDY LOAM" SOIL MIX WITH NO MORE THAN 5% CLAY CONTENT. THE MIX SHALL CONTAIN 65% SAND, 20-30% COMPOST OR HARDWOOD MULCH, AND 20-30% TOPSOIL FREE OF STONES, STUMPS, ROOTS, OR SIMILAR OBJECTS, AND ALSO FREE OF NOXIOUS WEEDS.

**TYPICAL DETAIL - DETENTION/BMP DETAIL**  
SCALE: 1" = 2'



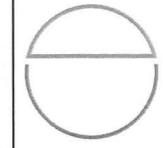
**TYPICAL DETAIL - PAD ELEVATION DETAIL**  
NOT TO SCALE



ARDOLINO COASTAL ENGINEERING  
PO BOX 1226, Cardiff by the Sea, CA 92007  
brian@coast-eng.com | 760-334-1373

COASTAL COMMISSION PERMIT NO.

	<b>ENGINEER OF WORK</b>	<b>CITY APPROVED CHANGES</b>	<b>APP'D DATE</b>	<b>RECOMMENDED FOR APPROVAL</b>	<b>APPROVED FOR CONSTRUCTION</b>	<b>BENCH MARK</b>	
	By: <u>Brian Ardolino</u> Date: _____ R.C.E. 71651 Exp: 12/31/25			By: _____ Review Engineer Date: _____	By: _____ City Engineer R.C.E. _____ Date: _____ Exp: _____	DESCRIPTION: "SOLB-1" - PT. NO. 2001 2" BRASS DISK ON PCC DRAINAGE INLET LOCATION: E. SHOULDER OF HIGHWAY 101, 0.1 MILE SOUTH OF LOMAS SANITA FE DRIVE RECORD FROM RDS NO. 18971 ELEV: 71.45 DATUM: NAVD-88	CITY OF SOLANA BEACH  501 S. RIOS AVENUE
						PRELIMINARY GRADING PLAN FOR:  501 S. RIOS AVENUE	DRAWING NO.  SHEET 2 OF 2



4407 Orchard Avenue  
San Diego, CA 92107  
619.995.1306  
cd-la.com

SHEET TITLE:  
**CONCEPT PLAN**

PROJECT | CLIENT:  
**ACKAD RESIDENCE**  
LANDSCAPE CONCEPT PLAN  
501 S RIOS  
SOLANA BEACH, CA

NOT FOR CONSTRUCTION



revisions	
SUBMITTAL 01	5-26-2023
SUBMITTAL 02	06-17-2023
SUBMITTAL 03	03-06-2024
SUBMITTAL 04	05-14-2024

drawing prepared by - CDLA  
sheet plot date - 05-14-2024  
carson douglas job number - 23-001  
design start date - 03-16-2023

**L-1**

**PLANT SCHEDULE**

SHRUBS	QTY	BOTANICAL NAME	COMMON NAME	CONTAINER	MATURE SIZE(HXW)	WUCOLS
AM	8	* Achillea millefolium	Common Yarrow	1 GAL	3 X 1.5	LOW
AS2	10	Agave shawii	Coastal Agave	1 GAL	13'x3'	VERY LOW
Aloe	5	Aloe marlothii	Mountain Aloe	15 gal.	10'x5'	LOW
Antigonon	4	Antigonon leptopus 'Alba'	White Coral Vine	5 GAL	FENCE HEIGHT	LOW
AP	19	* Aristida purpurea	Purple Threeawn	1 GAL	3 X 3	VERY LOW
Callistemon	28	Callistemon viminalis 'CV01'	Slim™ Weeping Bottlebrush	15 gal.	12 x 6	LOW
CT	86	* Carex tumulicola	Foothill Sedge	1 GAL	1x1	LOW
CE	66	Chondropetalum tectorum 'El Campo'	El Campo Small Cape Rush	5 GAL	3 X 3	LOW
HS	15	Hesperaloe parviflora 'Brakelights'™	Brakelights Red Yucca	5 GAL	4X6	LOW
JB	98	* Juncus balticus	Baltic Rush	1 GAL	2 X 2	LOW
LV	9	Leucospermum x 'Veldfire'	Veldfire Pincushion	15 GAL	6X6	LOW
L7	34	Lomandra longifolia 'Breeze'	Dwarf Mat Rush	5 GAL	5 X 5	LOW
OL	14	Olea europaea 'Little Ollie'™	Little Ollie Olive	5 GAL	6X6	LOW
Westringia	12	Westringia fruticosa 'Morning Light'	Morning Light Coast Rosemary	1 gal.	4 x 5	LOW

GROUND COVERS	QTY	BOTANICAL NAME	COMMON NAME	CONTAINER SIZE	MATURE SIZE(HXW)	WUCOLS
Dymondia	995	Dymondia margaretae	Dymondia	FLATS		LOW

\*Denotes native plant species

**NOTES:**

- ALL PLANTING AREAS SHALL BE COVERED WITH A 3" LAYER OF DECORATIVE ROCK OR 3" LAYER OF BARK MULCH UNLESS SHOWN OTHERWISE ON PLAN.
- ALL SUCCULENTS REQUIRE CACTUS MIX OR OTHER APPROVED SOIL TYPE TO BE PLACED MIN. 12" AROUND THE BASE OF EACH PLANT.
- ALL TREES PLANTED WITHIN 5' OF HARDSCAPE MUST BE INSTALLED WITH A ROOT BARRIER ALONG THE HARDSCAPE EDGE SPANNING OUT 5' IN EACH DIRECTION FROM THE CENTER OF THE TREE FOR A TOTAL LENGTH OF 10'.
- REFER TO HYDROZONE PLAN FOR IRRIGATION RECOMMENDATIONS.
- ALL LANDSCAPE AND IRRIGATION SHALL CONFORM TO THE STANDARDS OF THE COUNTY-WIDE LANDSCAPE REGULATIONS AND THE CITY OF SOLANA BEACH LANDSCAPE REGULATIONS AND ALL OTHER APPLICABLE LANDSCAPE RELATED COUNTY AND REGIONAL STANDARDS.
- CONTRACTOR TO SETUP A PRE-CONSTRUCTION WALKTHROUGH TO TAG ANY EXISTING PLANTS TO REMAIN AND EXISTING PLANTS TO BE DEMOLISHED.
- CONTRACTOR TO ENSURE THAT NEW TREE LOCATIONS ARE SPOTTED PER LANDSCAPE ARCHITECT'S SITE DIRECTION. TREE INSTALLATION SHALL ALSO INCLUDE COORDINATION OF DELIVERY, PROTECTION OF TREES PRIOR TO INSTALLATION, KNOWLEDGE OF UNDERGROUND UTILITIES, PROPER DRAINAGE, AND STAKING PER STANDARD DETAIL.
- ALL HARDSCAPE ELEMENTS SHOWN ON THE PLAN HAVE BEEN DRAWN WITH AN ARTISTIC CONCEPTUALIZATION. SOME ELEMENTS MAY BE REFINED OR SIMPLIFIED IN SUBSEQUENT DESIGN DEVELOPMENT STAGES FOR REASONS OF FEASIBILITY OR FURTHER STAKEHOLDER INPUT.
- PROPOSED LANDSCAPING SHALL MAINTAIN REQUIRED CLEARANCES FROM MECHANICAL EQUIPMENT AND UTILITY APPURTENANCES, WHILE STILL SCREENING THEM FROM VIEW.

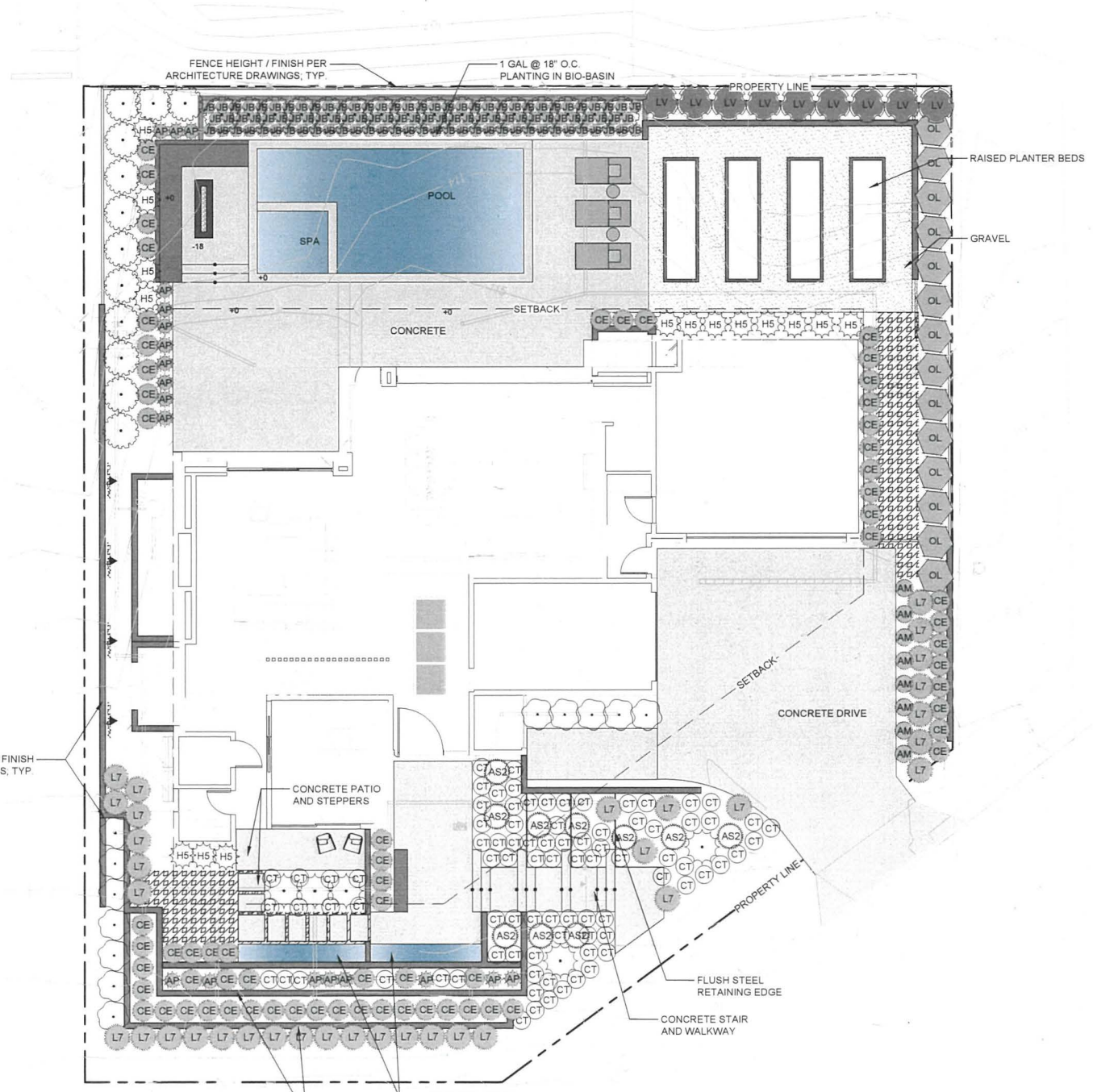
**LANDSCAPE LIGHTING NOTES:**

LIGHT FIXTURES FOR ALL LANDSCAPE AREAS SHALL BE PROVIDED IN SUFFICIENT NUMBERS AND AT PROPER LOCATIONS TO ASSURE SAFE AND CONVENIENT NIGHTTIME USE. ALL LIGHT FIXTURES SHALL BE APPROPRIATELY SHIELDED SO THAT NO LIGHT OR GLARE IS TRANSMITTED OR REFLECTED IN SUCH CONCENTRATED QUANTITIES OR INTENSITIES AS TO BE DETRIMENTAL TO THE SURROUNDING AREA. ALL EXTERIOR LIGHTING, INCLUDING LIGHTING IN DESIGNATED "DARK SKY" AREAS, SHALL BE IN CONFORMANCE WITH EXTERIOR LIGHTING REGULATIONS.

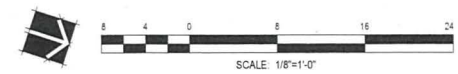
**APPLICANTS STATEMENT OF COMPLIANCE**

I AM FAMILIAR WITH THE REQUIREMENTS FOR LANDSCAPE AND IRRIGATION PLANS CONTAINED IN THE CITY'S WATER EFFICIENT LANDSCAPE REGULATIONS. I HAVE PREPARED THIS PLAN IN COMPLIANCE WITH THOSE REGULATIONS AND THE LANDSCAPE DESIGN MANUAL. I CERTIFY THAT THE PLAN IMPLEMENTS THOSE REGULATIONS TO PROVIDE EFFICIENT USE OF WATER.

05/14/2024  
APPLICANT SIGNATURE DATE



HARDSCAPE AREAS	2617 SF
IRRIGATED LANDSCAPE AREA	2575 SF
WATER FEATURES	566 SF



**NOTES:**

- ALL FENCING, GATES, AND WALLS PER ARCHITECTURE DRAWINGS.
- FENCING, GATES, AND WALLS TO BE POOL SAFE WHERE APPLICABLE

**NOTES:**

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\_\_\_\_\_  
 APPLICANT SIGNATURE

05/14/24  
 DATE



**ESTIMATED TOTAL WATER USE (ETWU) WORKSHEET**

The project's Estimated Total Water Use is calculated using the following formula:

$$ETWU = (ETo)(0.62) \left( \frac{PF \times HA}{IE} + SLA \right)$$

- ETWU = Estimated total water use per year (gallons per year)
- ETo = Evapotranspiration rate (inches per year)
- PF = Plant Factor from WUCOLS (see Definitions)
- HA = Hydro-zone Area (square feet). Define hydro-zones by water use: very low, low, moderate and high
- SLA = Special Landscape Area (square feet). Edible plants, irrigated with recycled water, & turf used for active play
- 0.62 = Conversion Factor (to gallons per square foot)
- IE = Irrigation Efficiency

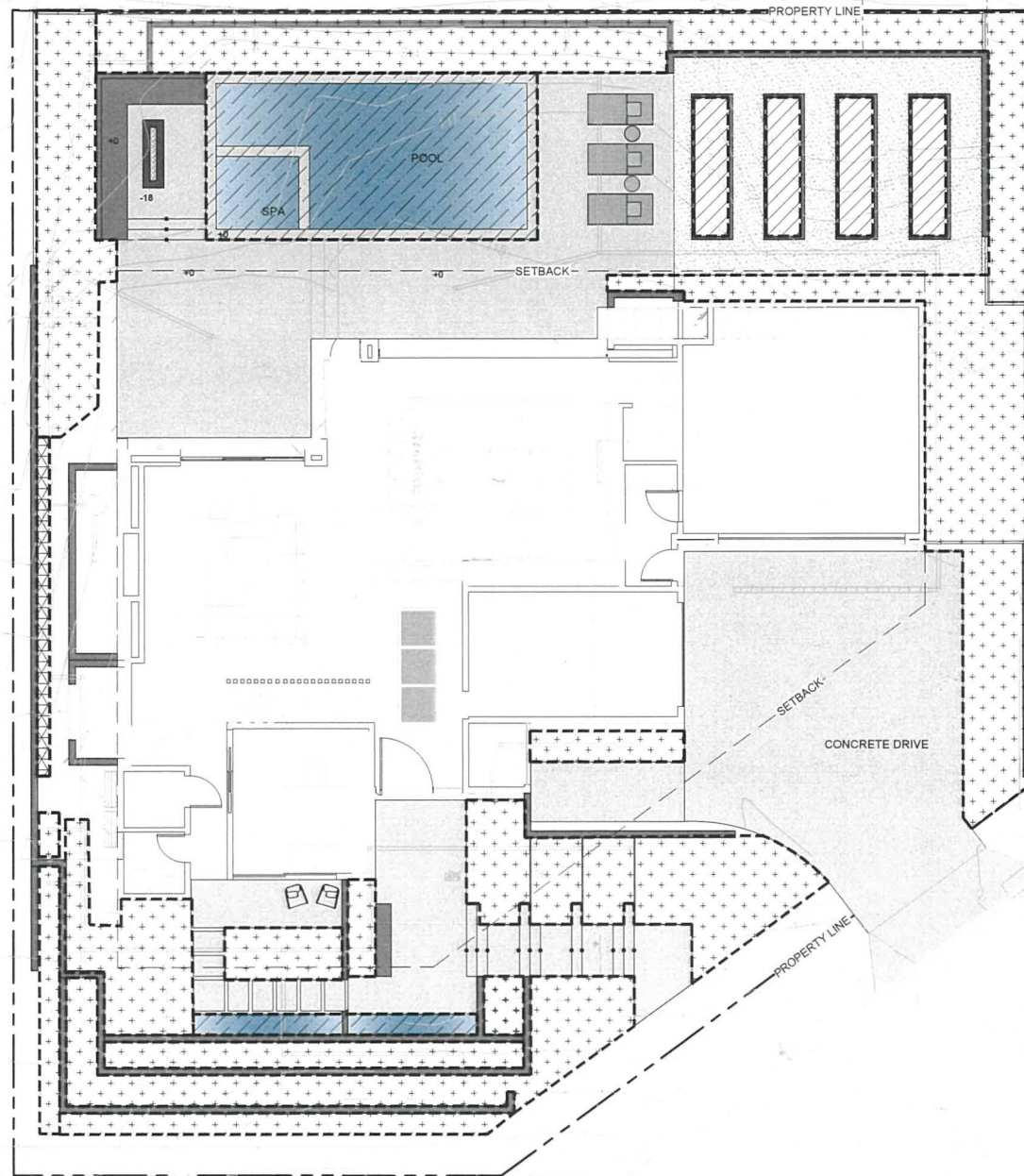
CITY OF SOLANA BEACH ESTIMATED TOTAL WATER USE (ETWU) WORKSHEET				
Line	Hydro-zone Number (1 - 4 Below - use as many tables as necessary to complete all hydrozones)	Hydro-zone		
		1	2	3
Evapotranspiration Rate (ETo) See "A" below	1	Use 41 (west of I-5) / 47 (east of I-5)		
Conversion Factor - .62	2	0.62		
(Line 1 x Line 2)	3	25.42 (west of I-5) / 29.14 (east of I-5)		
Plant Factor (PF) See "B" below	4	0.3	1	0.3
Hydrozone Area (HA) - in square feet	5	2,358	566	39
(Line 4 x Line 5)	6	707.4	566	11.7
Irrigation Efficiency (IE) See "C" below	7	.81	1	.75
(Line 6 x Line 7)	8	873.3	566	15.6
TOTAL of all Line 8 boxes + SLA	9	1632.93		
Line 3 x Line 9 Estimated Total Water Use - ETWU (gallons per year) Total shall not exceed MAWA below	10	41509.08		

**MAXIMUM APPLIED WATER APPLICATION (MAWA) calculation:**

ETo - Evapotranspiration rate = 41 (west of I-5) 47 (east of I-5)	PF - Plant Factor - Use WUCOLS values to determine the category for each species used. The higher water use PF must be used when more than one PF is shown in a hydrozone. 0.1 = TLW - Very Low Water Use Plants 0.3 = LW - Low Water Use Plants 0.6 = MH - Moderate Water Use Plants 1.0 = HW - High Water Use Plants	IE - Irrigation Efficiency Spray = .55 Rotor = .75 Bubbler = .75 MP rotation = .75 Drop & Micro-spray = .81
.55		
25.42 or 29.14	3141	0
Total Landscape Area	Total SLA	MAWA
Evapotranspiration adjustment factor (ETAF) use .55 residential .45 non-residential		43,914

**HYDROZONE LEGEND:**

- HYDROZONE 1 LOW WATER USE - 2,358 SF
- HYDROZONE 2 HIGH WATER USE - WATER FEATURE - 566 SF
- HYDROZONE 3 VINE BUBBLER - 39 SF
- HYDROZONE 4 SPECIAL LANDSCAPE AREA - 178 SF



4407 Orchard Avenue  
 San Diego, CA 92107  
 619.995.1306  
 cd-la.com

SHEET TITLE:  
**HYDROZONE MAP**

PROJECT | CLIENT:  
**ACKAD RESIDENCE**  
 LANDSCAPE CONCEPT PLAN  
 501 S RIOS  
 SOLANA BEACH, CA

NOT FOR CONSTRUCTION

revisions

SUBMITTAL 01	5-26-2023
SUBMITTAL 02	08-17-2023
SUBMITTAL 03	03-06-2024
SUBMITTAL 04	05-14-2024

drawing prepared by - CDLA  
 sheet plot date - 05-14-2024  
 carson douglas job number - 23-001  
 design start date - 03-16-2023

SHEET **L-2** OF 2



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Alyssa Muto, City Manager  
**MEETING DATE:** January 29, 2025  
**ORIGINATING DEPT:** Community Development Department – Corey Andrews, Principal Planner  
**SUBJECT:** **CUP for a New Wireless Communications Facility at 1505 Lomas Santa Fe Drive (CUP24-002 Applicant: Crown Castle) Resolution 2025-006**

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## **BACKGROUND:**

Crown Castle (hereinafter referred to as “Applicant”) is requesting the approval of a Conditional Use Permit (CUP) for AT&T Mobility, to renew the entitlements for a previously approved and constructed Wireless Communication Facility (WCF) consisting of a 55-foot-tall above ground mono-broadleaf simulated tree with six (6), six-foot antennas, 12 Remote Radio Units (RRUs) and an existing ground level equipment enclosure. The previous entitlements for the WCF lapsed due to the carriers failure to get final inspection for the previous work. After the original entitlement of this WCF, the City of Solana Beach modified portions of City Council Policy 21 which establishes the development regulations for WCF’s which makes the existing simulated broadleaf tree nonconforming when it comes to the maximum height limit for the Open Space/Recreation (OSR) Zone. Therefore, this CUP is a request for the expansion, restoration, or time extension of a nonconforming use or structure that may be granted subject to a conditional use permit.

This item is before the City Council to approve, conditionally approve, or deny the Applicant’s request for a CUP to entitle a previously approved WCF at 1505 Lomas Santa Fe Drive, Solana Beach, as contained in Resolution 2025-006 (Attachment 1).

## **DISCUSSION:**

The simulated Broadleaf tree WCF at 1505 Lomas Santa Fe Drive was originally approved with the adoption of Resolution 2006-048 for a CUP, Development Review Permit (DRP), and Structure Development Permit (SDP) and constructed in 2008. Plans showing the existing WCF are provided in Attachment 2. Resolution 2012-109 was adopted for modifications to the existing mono-broadleaf tree. Discretionary permit approvals for WCFs expire 10 years from the approval date. In 2015, a building permit

<p>CITY COUNCIL ACTION:</p> <hr/> <hr/>
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for the work approved by Resolution 2012-109 was submitted, however, they did not receive approval of a final inspection because they were not in compliance with the conditions of approval for required screening. The building permit expired due to inactivity.

In 2022, AT&T submitted a new building permit application to satisfy the screening conditions of approval and finalize the requirements of the final inspection of the expired building permit, however, this building permit also expired due to inactivity. In 2022, an application was submitted to renew the CUP that was set to expire that year, however, because the building permit for the last modifications never received a final inspection, the City indicated that the building permit needed to be completed prior to processing a new CUP application. The CUP application expired due to inactivity. The entitlements for the existing wireless site have all expired, therefore, in order to be able to continue long term transmission and receiving at the existing WCF site, the approval of a new CUP is required.

The existing WCF is located on the Lomas Santa Fe Country Club property on the northwest corner of the intersection of Lomas Santa Fe Drive and Highland Drive. The property currently hosts several WCFs including a monopole, monopalm tree and the subject mono-broadleaf tree and their associated equipment. The property is located within the OSR Zone.

A CUP is required to locate a commercial transmission and receiving antenna on a property within the OSR Zone. Solana Beach Municipal Code (SBMC) Section 17.60.120.G requires the approval of a CUP for all WCF's that are in compliance with City Council Policy 21. City Council Policy 21 indicates that WCF's are allowed in all zones with the approval of a CUP that is in compliance with the guidelines established by the policy and that these shall be followed in the review of CUP's for new WCF's as well as extensions and amendments to existing installations.

A draft Resolution has been provided based upon the information provided in this report and the City consultant's analysis of the proposed project. It includes the applicable SBMC sections in italicized text. Council may direct Staff to modify the Resolution to reflect the findings and conditions it deems appropriate as a part of the Public Hearing process.

#### Conditional Use Permit:

In addition to meeting zoning requirements, the Council can approve or conditionally approve a CUP only if all of the findings listed below can be made.

1. Before granting a conditional use permit, the Planning Director or City Council shall make all of the following findings:
  - a. That the proposed use is in accord with the general plan, the general intent of this title, and the purposes of the zone in which the site is located.

- b. That the proposed use, together with the conditions applicable thereto, will not be detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity.
  - c. That the proposed use complies with each of the applicable provisions of the zoning ordinance, unless a variance is granted pursuant to SBMC [17.68.020](#).
2. If the conditional use permit is for the purpose of permitting an expansion, restoration, or extension of a nonconforming use or structure then only the findings of Chapter [17.16](#) SBMC must be made.

The CUP before the Council is to permit the restoration and extension of the existing nonconforming WCF structure, therefore, the City Council needs to be able to make the following findings:

#### 17.16.120 Expansion, restoration and extension of nonconforming uses

Before granting a conditional use permit for the expansion, restoration, or time extension of a nonconforming use, the city council shall make the following findings:

- A. That the strict or literal interpretation and enforcement of the specified regulations within this chapter would:
  1. Result in unreasonable practical difficulty or unnecessary hardship; or
  2. Result in the demolition or significant alteration of a designated historic/cultural landmark, or any other structure, which is important to the character of the street.
- B. That the granting of the permit will not be detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity.

#### Finding A.1

As mentioned previously, the existing mono-broadleaf tree was permitted prior to the City's adoption of Policy 21 which established new required design guidelines for WCFs. The Applicant has provided an analysis of how the existing site complies with City Council Policy 21 and provides an analysis of the cell coverage with and without the existing site (Attachment 3). This location specifically provides service to the Lomas Santa Fe Country Club and surrounding areas between Via Mil Cumbres and the San Dieguito Park.

The Applicant indicates that the only structure within the area that would provide an antenna location at a similar height and provide the same or similar coverage for the specific area is the existing T-Mobile monopole located on the site to the east. That pole, however, does not have sufficient capacity to provide the required mounting space for the AT&T antennas. No other buildings or structures within the area would provide the same

services. Therefore, it could be found that the strict or literal interpretation of the specified regulations would result in an unreasonable practical difficulty or unnecessary hardship.

### Finding A.2

The project would not result in the demolition or significant alteration of a designated historical/cultural landmark, or any other structure, which is important to the character of the street.

### Finding B

The FCC “categorically excludes” certain antenna sites from routine environmental review when either (1) the antennas create exposure in areas virtually inaccessible to humans or (2) when the antennas operate at extremely low power. This WCF qualifies for a categorical exclusion when the antennas are mounted on a structure built solely for a WCF (a freestanding tower) and the lowest point of the transmitting antenna is at or greater than 10 meters or 32.8 feet above ground. However, the categorical exclusion does not exempt the transmitter from actual compliance. The existing site hosts multiple wireless towers in a close proximity. The Applicant was asked to update the Radio Frequency (RF) report that was provided to show the actual or worst-case scenario emission limits for the existing adjacent antennas as well as their proposed antennas.

The Applicant submitted an updated third-party Radio Frequency (RF) Compliance Report prepared by SiteSafe with the original report date of October 4, 2024, and a revision date on October 21, 2024. This report was reviewed by the City’s third-party telecom consultant Telecom Law Firm, P.C. Based on the transmitter frequencies and power levels disclosed in the RF Report, the antennas create a “controlled access zone” that extends approximately 75 feet from the face of the antennas at approximately the same height as the emissions centers of each antenna. The controlled access zone extends horizontally from the antennas with very little emissions that stray intoward ground level. The existence of the controlled access zone does not mean that the project violates the FCC rules; rather, it indicates that the carrier must affirmatively restrict public access to that area so that members of the general population (including trespassers) cannot unknowingly enter and be exposed to radio emissions in excess of those allowed by the FCC.

The report proposed three potential conditions to mitigate possible RF exposure for the proposed site and the City’s third-party telecom consultant, Dr. Jonathan Kramer, agreed with the mitigations of the report and recommended that the mitigations as well as additional conditions be added to the conditions of approval of this Resolution as indicated in their letter, which has been provided in Attachment 4.

Therefore, under federal and state law the project, as proposed, will not be detrimental to public health, safety or welfare, or materially injurious to properties or improvement in the vicinity based on the Applicant’s planned compliance with the FCC radio frequency exposure limits.



## Council Policy 21

In addition to being able to make the required findings, according to City Council Policy 21, the City Council shall consider the following factors when reviewing a CUP for a WCF:

- a. Compliance with the guidelines listed in Council Policy 21
- b. Height and Setbacks
- c. Proximity to residential uses
- d. The nature of uses on adjacent and nearby properties
- e. Surrounding topography and landscape
- f. Quality and compatibility of design and screening
- g. Impacts on public views and the visual quality of the surrounding area
- h. Availability of other facilities and buildings for co-location

Section 6409(a) of the federal Middle-Class Tax Relief and Job Creation Act of 2012 requires that a State or local Government “may not deny and shall approve” any “eligible facilities request” for a wireless site collocation or modification as long as it does not cause a substantial change in six categories relating to the physical dimensions of the site, compliance with concealment requirements, and permit compliance. There are, however, limits to the applicability of that federal law. This application does not qualify for Section 6409(a) mandatory approval because the Applicant is not requesting to collocate, remove or replace any transmission equipment and even though the wireless site physically exists, it has lost its legal existence due to the expired City permits and the lack of proper concealment on the mono-broadleaf tree. Therefore, the City reviews this application under the applicable provisions of the City’s Municipal Code and Council Policy 21.

Since the approval and construction of the original WCF, the City adopted City Council Policy 21 which established design guidelines for WCF’s including preferred locations, heights, and setbacks. Council Policy 21 requires that no new ground-mounted monopoles be permitted unless the Applicant can demonstrate that there is no existing pole, building, or structure that can accommodate the Applicant’s proposed antenna. The existing mono-broadleaf tree has six (6) six-foot tall antennas that are center mounted at 48.5 feet above ground level. The tree has a total height of 55 feet. Council Policy 21 requires that the WCFs should adhere to the existing height limitations for structures and building of the zone in which they are located. The OSR has a maximum building height of 30 feet. The Applicant provided an analysis of the existing site and the regulations of Council Policy 21 which is provided in Attachment 3.

Council Policy 21 also requires that the WCF comply with the setback requirements of the zone. The OSR indicates that the minimum setbacks would be determined on a case-by-case basis when the Council is considering the approval of a CUP for development. The existing equipment enclosure is approximately 9 feet 5 inches away from the southern property line and approximately 65 feet from the eastern property line. In addition, there is a Council Policy 21 requirement that an above ground tower has a minimum setback from an adjacent residential property of a distance equal to or greater than its above ground height. The existing site is approximately 328 feet away from the closest residentially zoned property.

The existing monopoles onsite have been located such that they are at comparable heights as the existing trees onsite. In addition to the concealment design of the mono-broadleaf tree design, the existing vegetation onsite helps provide screening. Specific conditions of approval have been added to the attached Resolution in order to improve the overall concealment of the antennas and associated equipment so that it would meet the following:

*In all areas, WCFs should locate where least visible to the public and where least disruptive to the appearance of the host property. Furthermore, no WCF should be installed on an exposed ridgeline, or in a location readily visible from a public place, recreation area, scenic area or residential area unless it is satisfactorily located and or screened so it is hidden or disguised to fit with the surrounding site design, architecture and landscape.*

Conditions of approval include requiring the Applicant to install and maintain three-dimensional bark cladding on the monotree trunk and branches; paint all of the equipment on the tree with flat natural colors that resemble a natural tree; and requires additional branches to match the shape of a natural tree while ensuring that all equipment is concealed to the maximum extent reasonably possible.

In the Applicant's analysis of its planned compliance with Council Policy 21, they indicate that the only structure within the area that would provide a location at a similar height and provide the same or similar coverage for the specific area is the existing T-Mobile monopole located on the site to the east, however, that pole does not have sufficient capacity to provide the required mounting space for the AT&T antennas. No other buildings or structures within the area would provide the same services.

Structure Development Permit Compliance:

A Structure Development Permit was not required as the simulated mono-broadleaf tree is currently existing onsite and with the proposed modifications would maintain the same three-dimensional envelope.

Public Hearing Notice:

Notices of the City Council public hearing for the project were timely mailed to property owners and occupants within 300 feet of the proposed project site more than 10 days prior to the planned Public Hearing date of January 29, 2025. As of the date of preparation of this Staff Report, Staff has not received any letters, phone calls, or e-mails from neighbors or any other interested parties in support of, or in opposition to, the proposed project.

Conditions from the Community Development Department as well as the City's consultant have been incorporated into the Resolution of Approval (Attachment 1).

**CEQA COMPLIANCE STATEMENT:**

The project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301 of the State CEQA Guidelines.

**FISCAL IMPACT:** N/A

**WORK PLAN:** N/A

**OPTIONS:**

- Approve Staff recommendation adopting the attached Resolution 2025-006.
- Approve Staff recommendation subject to additional specific conditions necessary for the City Council to make all required findings for the approval of a CUP.
- Direct Staff to analyze alternative site locations.
- Deny the project if all required findings for the CUP cannot be made.

**CITY STAFF RECOMMENDATION:**

Staff recommends that the City Council:

1. Conduct the Public Hearing: Open the Public Hearing, Report Council disclosures, Receive public testimony, Close the Public Hearing.
2. Find the project exempt from the California Environmental Quality Act pursuant to Section 15301 of the State CEQA Guidelines; and
3. If the City Council makes the requisite findings and approved the project, adopt Resolution 2025-006 conditionally approving a CUP to entitle a physically existing mono-broadleaf tree WCF and associated equipment located at 1505 Lomas Santa Fe Drive, Solana Beach.



Alyssa Muto, City Manager

Attachments:

1. Resolution 2025-006
2. Project Plans
3. Council Policy 21 Analysis from the Applicant
4. Report from Telecom Law Firm

## RESOLUTION 2025-006

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, CONDITIONALLY APPROVING A CONDITIONAL USE PERMIT FOR A NEW WIRELESS COMMUNICATIONS FACILITY LOCATED ON THE EXISTING COMMERCIAL STRUCTURE AT 1505 LOMAS SANTA FE DRIVE, SOLANA BEACH

**APPLICANT:** Crown Castle  
**CASE NO.:** CUP24-002  
**APN:** 263-292-48

**WHEREAS**, Crown Castle (hereinafter referred to as “Applicant”) has submitted an application for a Conditional Use Permit (CUP), Development Review Permit (DRP) and Structure Development Permit (SDP) pursuant to Title 17 (Zoning) of the Solana Beach Municipal Code (SBMC) and City Council Policy 21; and

**WHEREAS**, on November 29, 2006, the City Council, during a Public Hearing, approved a Conditional Use Permit (CUP), Development Review Permit (DRP) and Structure Development Permit (SDP) for a new Wireless Communications Facility (WCF) comprised of a mono-broadleaf tree and an equipment enclosure at 1505 Lomas Santa Fe Drive; and

**WHEREAS**, the WCF was modified with the approval of an additional CUP with the last discretionary approval on July 11, 2012, with an expiration date of July 11, 2022; and

**WHEREAS**, the Applicant did not obtain a final inspection for their last building permit in association with the discretionary approval and the building permit expired and no other action was taken to remedy this prior to July 11, 2022, so the entitlements for the site expired; and

**WHEREAS**, although the site physically exists, it does not legally exist due to the lack of proper valid permits and the lack of proper concealment on the mono-broadleaf tree; and

**WHEREAS**, in order to continue transmission, the Applicant is required to obtain discretionary approval for the entitlements that expired; and

**WHEREAS**, in order to conceal the project from public view, certain conditions of camouflage are integrated in to the condition of approval for this project; and

**WHEREAS**, at the hearing on January 29, 2025, the City Council received and considered evidence concerning the proposed application; and

**WHEREAS**, on January 29, 2025, the Public Hearing was conducted pursuant to the provisions of Solana Beach Municipal Code Section 17.72.030; and

**WHEREAS**, the City Council of the City of Solana Beach found the application request exempt from the California Environmental Quality Act pursuant to Section 15301

of the State CEQA Guidelines; and

**WHEREAS**, this decision is based upon the evidence presented at the hearings, and any information the City Council gathered by viewing the site and the area as disclosed at the hearing.

**NOW THEREFORE**, the City Council of the City of Solana Beach, California, does resolve as follows:

1. That the foregoing recitations are true and correct.
2. That the request for a CUP to allow for the continued transmission and receiving at the existing WCF consisting of an antenna enclosure and a 55-foot-tall mono-broadleaf tree at 1505 Lomas Santa Fe Drive is conditionally approved based upon the following Findings and subject to the following Conditions:

3. FINDINGS

- A. In accordance with Section 17.68.010 (Conditional Use Permit) of the City of Solana Beach Municipal Code, the City Council finds the following:

- 1. If the Conditional Use Permit is for the purpose of permitting an expansion, restoration or extension of a nonconforming use or structure then only the findings of Chapter 17.16 SBMC must be made.*

The city council may grant the request, grant the request with modification, or deny the request. The city council may require as a condition of a use permit that a specific termination date be set for the use which is being expanded, restored, or extended. Before granting a conditional use permit for the expansion, restoration, or time extension of a nonconforming use, the city council shall make the following findings:

- A. That the strict or literal interpretation and enforcement of the specified regulations within this chapter would:
  1. Result in unreasonable practical difficulty or unnecessary hardship; or

The existing mono-broadleaf tree was permitted prior to the City's adoption of Policy 21 which established new design guidelines for WCFs. The Applicant has provided an analysis of how the existing site complies with City Council Policy 21 and provides an analysis of the cell coverage with and without the existing site. (Attachment 3) This location specifically provides service to the Lomas Santa

Fe Country Club and surrounding areas between Via Mil Cumbres and the San Dieguito Park.

The Applicant indicates that the only structure within the area that would provide an antenna location at a similar height and provide the same or similar coverage for the specific area is the existing T-Mobile monopole located on the site to the east. That pole, however, does not have sufficient capacity to provide the required mounting space for the AT&T antennas. No other buildings or structures within the area would provide the same services. Therefore, it could be found that the strict or literal interpretation of the specified regulations would result in an unreasonable practical difficulty or unnecessary hardship.

2. Result in the demolition or significant alteration of a designated historic/cultural landmark, or any other structure, which is important to the character of the street.

The project would not result in the demolition or significant alteration of a designated historical/cultural landmark, or any other structure, which is important to the character of the street.

- B. That the granting of the permit will not be detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity.

The FCC “categorically excludes” certain antenna sites from routine environmental review when either (1) the antennas create exposure in areas virtually inaccessible to humans or (2) when the antennas operate at extremely low power. This WCF qualifies for a categorical exclusion when the antennas are mounted on a structure built solely for a WCF (a freestanding tower) and the lowest point of the transmitting antenna is at or greater than 10 meters above ground. However, the categorical exclusion does not exempt the transmitter from actual compliance. The existing site hosts multiple wireless towers in a close proximity. The Applicant was asked to update the Radio Frequency (RF) report that was provided to show the actual or worst-case scenario emission limits for the existing adjacent antennas as well as their proposed antennas.

The Applicant submitted an updated third-party Radio Frequency (RF) Compliance Report prepared by SiteSafe with the original report date of October 4, 2024, and a revision date on October 21, 2024. This report was reviewed by the City’s third-party telecom consultant, Telecom Law Firm, P.C. Based on the transmitter frequencies and power levels disclosed in the RF Report, the

antennas create a “controlled access zone” that extends approximately 75 feet from the face of the antennas at approximately the same height as the emissions centers of each antenna. The controlled access zone extends horizontally from the antennas with very little emissions that stray in any other direction, including toward ground level. The existence of the controlled access zone does not mean that the project violates the FCC rules; rather, it indicates that the carrier must affirmatively restrict public access to that area so that members of the general population (including trespassers) cannot unknowingly enter and be exposed to radio emissions in excess of those allowed by the FCC.

The report proposed three potential conditions to mitigate possible RF exposure for the proposed site and the City’s third-party telecom consultant, Dr. Jonathan Kramer, agreed with the mitigations of the report and recommended that the mitigations as well as additional conditions be added to the conditions of approval of this Resolution as indicated in their letter, which has been provided in Attachment 4.

Therefore, the project will not be detrimental to public health, safety, or welfare, or materially injurious to properties or improvement in the vicinity as determined by the FCC based on its exposure limits.

#### 4. CONDITIONS

Prior to use or development of the property in reliance on this permit, the Applicant shall provide for and adhere to the following conditions:

##### A. Community Development Department Conditions:

- I. Building Permit plans must be in substantial conformance with the plans presented to the City Council on January 29, 2025 located in the project file with a submittal date of January 10, 2025.
- II. The Applicant shall obtain required California Coastal Commission (CCC) approval of a Coastal Development Permit, Waiver or Exemption as determined necessary by the CCC, prior to the issuance of a building permit.
- III. Any new exterior lighting fixtures shall be in conformance with the City-Wide Lighting Regulations of SBMC 17.60.060.
- IV. All light fixtures shall be appropriately shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities that render them detrimental to the surrounding area.

- V. The Permittee shall install, and at all times maintain in good condition, three-dimensional bark cladding on the entire vertical support structure (the trunk and branches).
- VI. The Permittee shall paint, color, or finish all tower-mounted equipment, including without limitation all antennas, remote radio units, DC power equipment, cables, wires, jumpers, connectors, mounts, arms, brackets, and other support equipment with flat natural colors that resemble pine tree branches and/or needles. The permittee shall maintain all such paint in good condition at all times.
- VII. The Permittee shall install, and at all times maintain in good condition, at least 3.5 faux branches per vertical foot commencing no greater than 12 feet above ground level. Such branches must commence at approximately 10 feet above ground level and naturally taper towards the top. The faux branches must extend at least 24 inches farther out from the edge of the tower-mounted equipment including without limitation the antennas.
- VIII. The Permittee shall install, and at all times maintain in good condition, appropriate faux needle or leaf socks over all antennas, remote radio units and other similar tower-mounted equipment. Faux covers and branches shall be installed on the equipment in a manner that fully conceals the antenna array and associated equipment.
- IX. The Permittee shall install all cables, fibers, wires, jumpers, and connectors within the trunk of the Mono broadleaf tree. No visible cables, wires, jumpers, connectors, conduits, and risers shall be visible on the exterior of the structure, except at the point of connection with the overhead equipment in the tree canopy. All exposed cables, wires, jumpers, connectors, conduits, and risers in the tree canopy shall be painted, colored, or finished to match the natural tree bark color of the faux tree. The permittee shall maintain such paint, color, or finish in good condition at all times.
- X. The permittee shall keep the site, which includes without limitation any and all improvements, equipment, structures, access routes, fences, and landscape features, in a neat, clean, and safe condition in accordance with the approved plans and all conditions when the permit is issued. The permittee shall keep the site area free from all litter and debris at all times. The permittee, at no cost to the City, shall remove and remediate any graffiti or other vandalism at the site within 48 hours after the permittee receives notice or otherwise becomes aware that such graffiti or other vandalism occurred.



- XI. The permittee shall maintain compliance at all times with all federal, state, and local statutes, regulations, orders, or other rules that carry the force of law (“**Laws**”) applicable to the permittee, the subject property, the wireless facility or any use or activities in connection with the use authorized in this permit, which includes without limitation any laws and regulations applicable to human exposure to RF emissions. The Permittee will not be relieved from its obligation to comply in all respects with all applicable provisions in the Code, this, or any other applicable permit, and each and every other permit condition.
- XII. The Permittee acknowledges that the City specifically includes conditions of approval related to (a) painting, coloring, or finishing the equipment to match the faux-tree bark; and (b) concealing cables and mounting brackets within conduit and/or shrouds. It is intended that the conditions set out here are intended to result in the site equipment and supports at the antenna level and on the Monopine be concealed from the public to the maximum extent possible, and that any future modifications to the Permittee’s wireless facility must at least maintain this same standard.
- XIII. The permittee expressly acknowledges and agrees that the City’s officers, officials, staff or other designee may enter onto the site and inspect the improvements and equipment upon reasonable prior notice to the permittee; provided, however, that the City’s officers, officials, staff or other designee may, but will not be obligated to, enter onto the site area without prior notice to support, repair, disable or remove any improvements or equipment in emergencies or when such improvements or equipment threatens actual, imminent harm to property or persons. The permittee will be permitted to supervise the City’s officers, officials, staff, or other designees while any such inspection or emergency access occurs.
- XIV. The permittee shall furnish the Director with accurate and up-to-date contact information for a person responsible for the wireless facility, which includes without limitation such person’s full name, title, direct telephone number, facsimile number, mailing address and email address. The permittee shall keep such contact information up to date at all times and immediately provide the Director with updated contact information in the event that either the person responsible or such person’s contact information changes.
- XV. The permittee must maintain complete and accurate copies of all permits and other regulatory approvals issued in connection with the wireless facility, which includes without limitation this approval, the approved plans and photo simulations incorporated into this approval, all conditions associated with this approval and any ministerial permits

or approvals issued in connection with this approval. In the event that the permittee does not maintain such records as required in this condition, any ambiguities or uncertainties that would be resolved through an inspection of the missing records will be construed against the permittee. Records may be kept in electronic format.

- XVI. This permit will automatically expire 10 years plus one day from its issuance, except when California Government Code § 65964(b), as may be amended or superseded in the future, authorizes the City to establish a shorter term for public safety or substantial land use reasons. Any other permits or approvals issued in connection with any collocation, modification, or other change to this wireless facility, which includes without limitation any permits or other approvals deemed-granted or deemed-approved under federal or state law, will not extend this term limit unless expressly provided otherwise in such permit or approval or required under federal or state law.
  - XVII. Before Permittee submits any applications to the Building Department, Permittee must incorporate this permit, all conditions associated with this permit and the approved photo simulations into the project plans (the “**Approved Plans**”). Permittee must construct, install and operate the wireless facility in strict compliance with the Approved Plans. Any alterations, modifications or other changes to the Approved Plans, whether requested by Permittee or required by other departments or public agencies with jurisdiction over the wireless facility, must be submitted in a written request subject to the Director’s prior review and approval, who may refer the request to the original approval authority if the Director finds that the requested alteration, modification or other change substantially deviates from the Approved Plans or implicates a significant or substantial land-use concern.
  - XVIII. The Applicant shall install, and at all times maintain, RF safety signage and notices for the adjacent tree trimming at or above 30 feet.
  - XIX. Any persons accessing any adjacent trees in excess of 30’ above ground level (i.e. landscape and arborist contractors or other maintenance workers) within 78’ directly in front of AT&T’s antennas at the height above ground of the center point of the antennas are informed of areas where RF levels exceed the FCC General Public limit.
5. ENFORCEMENT: Pursuant to SBMC 17.72.120(B) failure to satisfy any and all of the above-mentioned conditions of approval is subject to the imposition of penalties as set forth in SBMC Chapters 1.1.6 and 1.18 in addition to any applicable revocation proceedings.

6. EXPIRATION: The Conditional Use Permit for WCF's shall be granted for a period not to exceed ten (10) years plus one day. Upon a request for either an extension of an amendment of a CUP, the WCF should be reevaluated to assess the impact of the facility on adjacent properties, the record of maintenance and performance with reference to the conditions of approval and consistency with these guidelines. The project will expire on January 30, 2035, or sooner if the WCF is not operated for a continuous period of 90 days in that case the WCF will be considered abandoned.
7. INDEMNIFICATION AGREEMENT: The Applicant shall defend, indemnify, and hold harmless the City, its agents, officers, and employees from any and all claims, actions, proceedings, damages, judgments, or costs, including attorney's fees, against the City or its agents, officers, or employees, relating to the issuance of this permit including, but not limited to, any action to attack, set aside, void, challenge, or annul this development approval and any environmental document or decision. The City will promptly notify Applicant of any claim, action, or proceeding. The City may elect to conduct its own defense, participate in its own defense, or obtain independent legal counsel in defense of any claim related to this indemnification. In the event of such election, Applicant shall pay all of the costs related thereto, including without limitation reasonable attorney's fees and costs. In the event of a disagreement between the City and Applicant regarding litigation issues, the City shall have the authority to control the litigation and make litigation related decisions, including, but not limited to, settlement or other disposition of the matter. However, the Applicant shall not be required to pay or perform any settlement unless such settlement is approved by Applicant.
8. NOTICE TO APPLICANT: Pursuant to Government Code Section 66020, you are hereby notified that the 90-day period to protest the imposition of the fees, dedications, reservations or other exactions described in this resolution commences on the effective date of this resolution. To protest the imposition of any fee, dedications, reservations or other exactions described in this resolution you must comply with the provisions of Government Code Section 66020. Generally the resolution is effective upon expiration of the tenth day following the date of adoption of this resolution, unless the resolution is appealed or called for review as provided in the Solana Beach Zoning Ordinance.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Solana Beach, California, held on the 29<sup>th</sup> day of January, 2025, by the following vote:

AYES: Councilmembers –  
NOES: Councilmembers –  
ABSENT: Councilmembers –  
ABSTAIN: Councilmembers –

---

LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
JOHANNA N. CANLAS, City Attorney

\_\_\_\_\_  
ANGELA IVEY, City Clerk







**NOTE:**  
 THE EQUIPMENT ENCLOSURE SHALL BE LABELED TO INDICATE "TELECOMMUNICATIONS EQUIPMENT" OR EQUIVALENT TO THE SATISFACTION OF THE FIRE DEPARTMENT. IF BATTERIES ARE USED IN THE TELECOMMUNICATIONS EQUIPMENT CABINET, PROVIDE THE PROPER LABELED NFPA (NATIONAL FIRE PROTECTION ASSOCIATION) 704 PLACARD THAT INDICATES THE HAZARD. A SIGN IDENTIFYING THE ELECTRICAL POWER SHUTOFF SHALL BE POSTED TO THE SATISFACTION OF THE FIRE DEPARTMENT. EMERGENCY CONTACT INFORMATION SHALL BE LABELED ON THE ENCLOSURE TO THE SATISFACTION OF THE FIRE DEPARTMENT PRIOR TO CERTIFICATE OF OCCUPANCY. THE SIGNAGE SHALL REMAIN IN GOOD CONDITION IN PERPETUITY.

**CROWN CASTLE**  
 200 SPECTRUM CENTER DRIVE,  
 SUITE 1700 & 1800  
 IRVINE, CA 92618

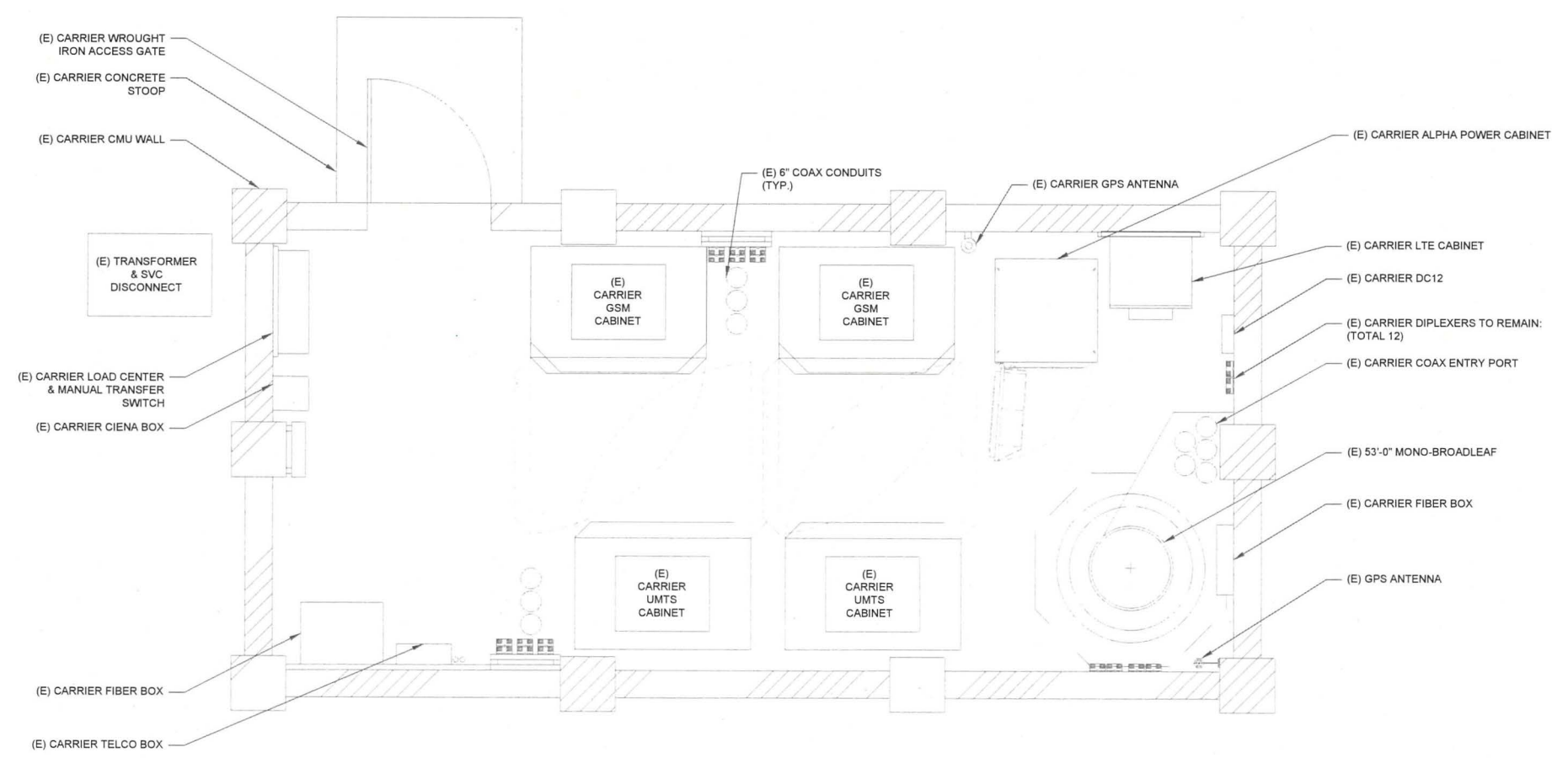
**TELCYTE**  
 INFRASTRUCTURE SERVICES  
 3450 N HIGLEY RD - SUITE 102,  
 MESA, AZ 85215

AT&T SITE NUMBER: **NS0607**

BU #: 856989

1703 CL-C HIGHLAND DRIVE  
 SOLANA BEACH, CA 92075

EXISTING 53'-0"  
 MONO-BROADLEAF



**ISSUED FOR:**

REV	DATE	DRAWN	DESCRIPTION	Q-A
A	06/01/22	MM	CUP RENEWAL	JD
1	06/07/22	MM	CLIENT REVISIONS	JD
2	06/08/22	AK	CLIENT REVISIONS	JD
3	11/21/24	NP	CLIENT REVISIONS	JD
4	01/10/25	CW	JDX COMMENTS	JD

IT IS A VIOLATION OF LAW FOR ANY PERSON, UNLESS THEY ARE ACTING UNDER THE DIRECTION OF A LICENSED PROFESSIONAL ENGINEER, TO ALTER THIS DOCUMENT.

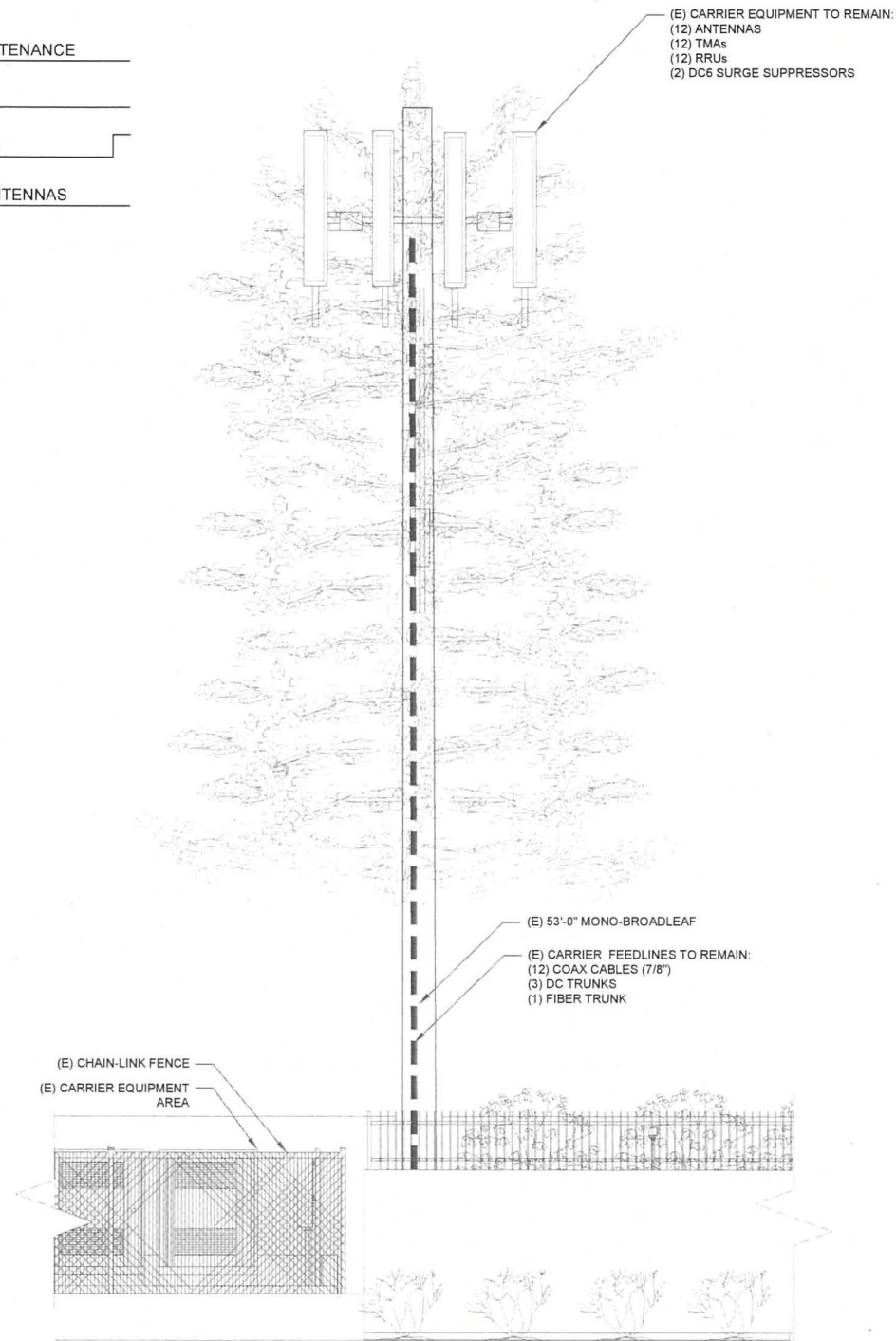
**1** EXISTING EQUIPMENT PLAN  
 SCALE: 1/2"=1'-0" (FULL SIZE)  
 1/4"=1'-0" (11x17)



SHEET NUMBER: **C-1.3** REVISION: **4**



- ⊕ HEIGHT OF TOWER W/APPURTENANCE  
ELEV. = 55'-0"
- ⊕ HEIGHT OF TOWER  
ELEV. = 53'-0"
- ⊕ TOP OF CARRIER ANTENNAS  
ELEV. = 52'-0"
- ⊕ RAD CENTER OF CARRIER ANTENNAS  
ELEV. = 48'-6"



1 EXISTING NORTH ELEVATION  
SCALE: 1/4"=1'-0" (FULL SIZE)  
1/8"=1'-0" (11x17)



200 SPECTRUM CENTER DRIVE,  
SUITE 1700 & 1800  
IRVINE, CA 92618



TELGYTE  
INFRASTRUCTURE SERVICES

3450 N HIGLEY RD - SUITE 102,  
MESA, AZ 85215

AT&T SITE NUMBER: NS0607

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1703 CL-C HIGHLAND DRIVE  
SOLANA BEACH, CA 92075

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UNLESS THEY ARE ACTING UNDER THE DIRECTION  
OF A LICENSED PROFESSIONAL ENGINEER,  
TO ALTER THIS DOCUMENT.

SHEET NUMBER:

C-2.1

REVISION:

4





## **Council Policy 21 Requirements**

### **Location Guidelines**

1. Preferred Locations

WCFs are encouraged to locate on existing buildings and structures. Policy 21 provides a range of preferred locations ranging from collocation to existing facilities in non-residential zones to public rights-of-way in residential zones. The proposed site is located on a non-residential use within the OSR zone.

3. Visibility to the Public

The project site is located at a golf course within an area of mature trees. This location is the least visible to the public while meeting the coverage objectives of the site without disrupting the appearance of the host property.

4. Collocation

The project facility provides for collocation opportunities for at least one additional carrier. The site also is a collocation site in the sense that there is an additional wireless communications facility located adjacent the site to the east.

### **Design Guidelines**

1. Stealth Design

All aspects of the existing facility utilize stealth design to visually obscure the structure. The facility is designed as a faux tree and all supports, antennas and other elements are painted and/or finished to blend into the background.

2. Equipment

The existing equipment is located within a block wall enclosure that screens it from view from the surrounding areas.

3. Collocation

The project facility provides for collocation opportunities for at least one additional carrier. The site also is a collocation site in the sense that there is an additional wireless communications facility located adjacent the site to the east.

4. Height

The existing height of the faux tree is 55 feet which exceeds the maximum height of the OSR zone. The height was approved as part of the original Conditional Use Permit and appropriate findings were made to justify the increased height.

5. Setbacks

The existing facility complies with all required setbacks of the existing OSR zone.

7. Ground-mounted Monopoles

The existing facility is considered a ground-mounted monopole and has been found to comply with all the applicable regulations regarding the design, placement, and screening of such facilities.

9. Undergrounding

All required facilities have been previously placed underground. No additional facilities are proposed.

10. Regulatory Compliance

The existing facility is required to comply with all FCC, FAA, zoning and building code requirements. No modifications are proposed to the existing site.

**Performance Guidelines**

1. Noise

All existing equipment is designed to comply with the City noise standards.

2. Maintenance

The existing facilities, equipment, and landscaping are maintained in good condition. There is no trash, graffiti or other vandalism that is evident at the site.

3. Hours

Routine maintenance of the site is only scheduled between the hours of 8 am and 5 pm on weekdays.

4. Lighting

All existing lighting complies with the City requirements and is operated by a switch.

5. Compliance with FCC

The project is conditioned to comply with all applicable FCC RF Exposure Guidelines. Reports detailing compliance with these standards have been prepared and submitted as required.

6. Abandonment

The existing facility has been in continuous operation since establishment. In the event that the operation of the site is terminated for a period of 90 days, the facility will be removed.

## 1. Application and Review Guidelines

### a. Description of site selection process.

The sites for wireless facilities are selected based on their relation to surrounding sites, demand for services, and physical characteristics of the location in relation to the surrounding area. The proposed site on Lomas Santa Fe is necessary to provide service to the Lomas Santa Fe Country Club and surrounding areas between Villa Mil Cumbres and San Dieguito Park. An existing facility near San Andres Drive and Interstate 5 provides coverage to the west and another facility in Ranch Santa Fe provides coverage to the east.

### b. Existing and Proposed Sites

Existing sites within the vicinity of the proposed site include a site to the west at San Andres Drive and Interstate 5, a site to the south near El Camino Real and Via De La Valle, a site to the east at La Granada and La Flecha, and a site to the north near El Camino Real and Manchester. The locations of these sites and others are shown in the attached coverage plots.

### c. Description of Wireless System

The propose site offers wireless network, cell phone, internet, and other telecommunication services.

### d. Compliance with FCC Guidelines

The proposed site is, and will continue to be, fully compliant with all applicable FCC Guidelines. A copy of the radio frequency report that addresses emissions from the proposed site and the adjacent monopole is attached.

## 2. Location

The existing mono-broadleaf simulated tree is located at a golf course which is a type of park or community facility and is considered an existing nonconforming structure and is located in a preferred location, according to Council Policy 21.

## 3. New Monopoles

The proposed facility is needed to provide service to the Lomas Santa Fe Country Club and surrounding areas between Villa Mil Cumbres and San Dieguito Park. This area is predominantly residential with the country club and related uses. The only structure of similar height that would offer similar coverage is the existing T-Mobile monopole located immediately adjacent this site to the east. That pole does not have sufficient capacity to provide the required mounting space for the proposed antennas. There are no other buildings or structures with in the area that can accommodate the proposed antennas.

# Site Justification Coverage Maps

**Market Name** : Southern California Market

**Site ID** : CAL01607

**Site Address** : 1706 CL-C Highland Dr, Solana Beach, CA 92075

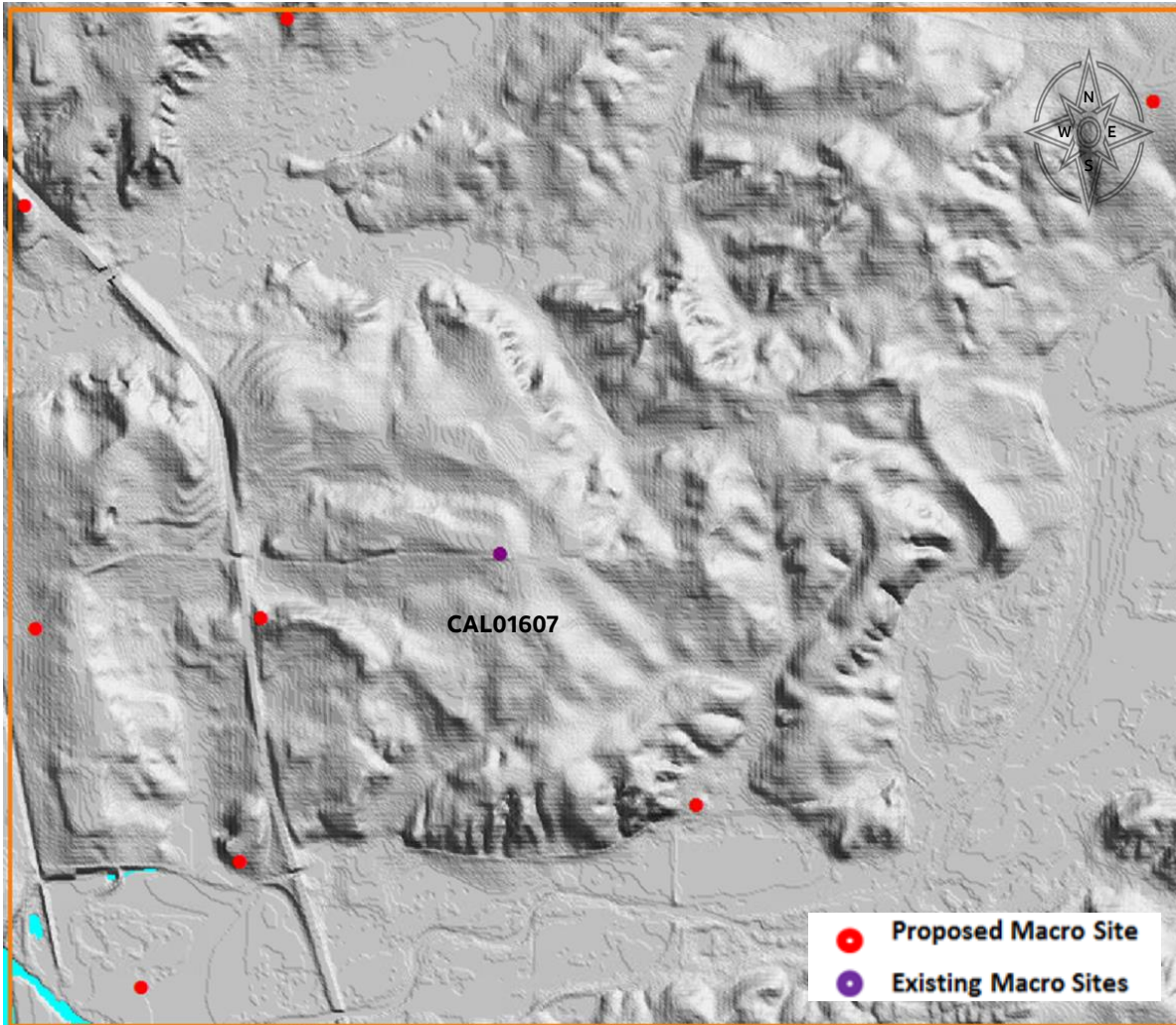
**ATOLL Completion Date**: September 25, 2024

# Assumptions

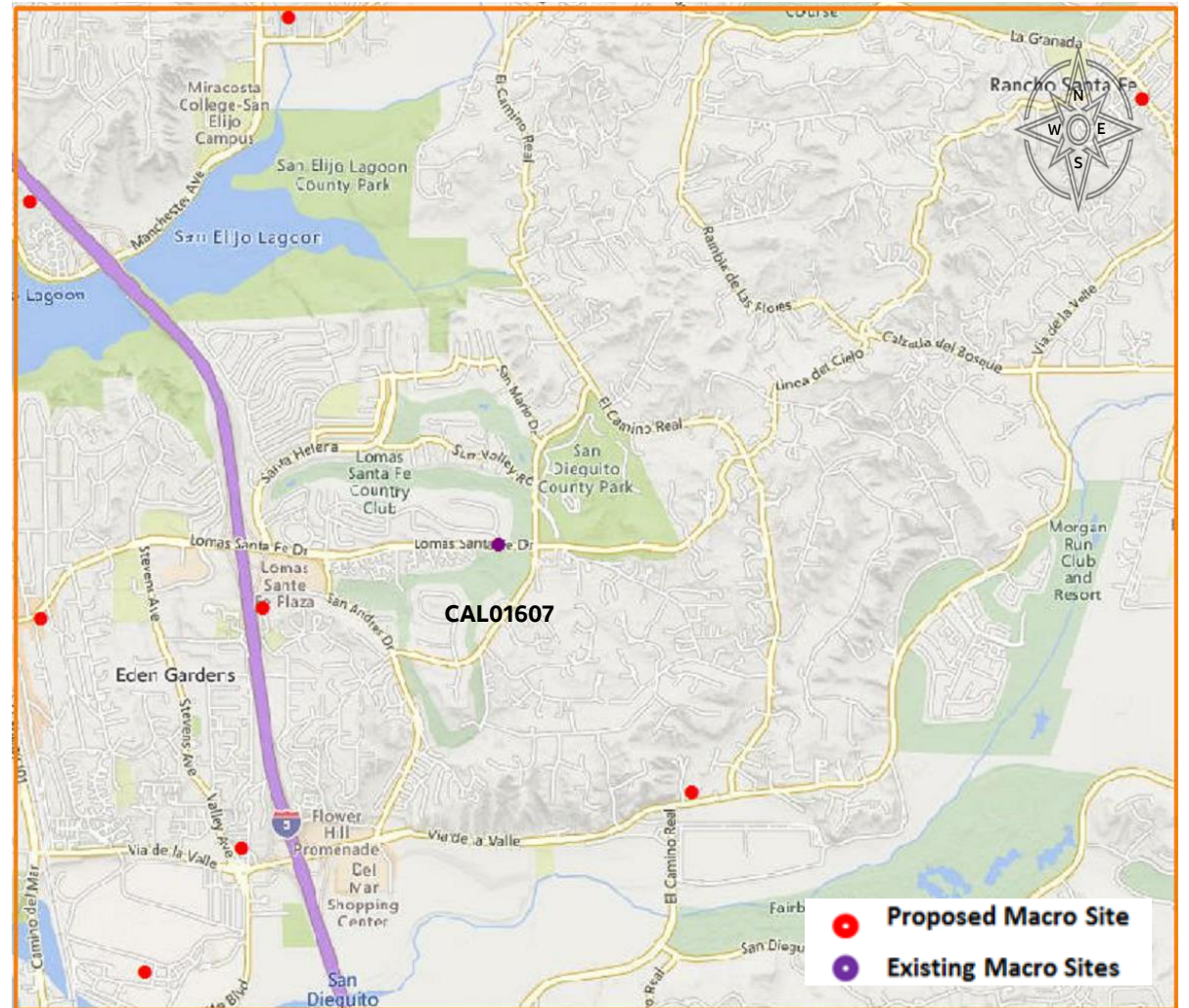
- ❖ Propagation of the Site Coverage Plots are based on our current Atoll RF Design Tool that shows the preferred design of AT&T 4G-LTE Network Coverage.
- ❖ The propagation referenced in this package is based on Existing and Proposed 4G-LTE Coverage of AT&T users in buildings, in vehicles, and outdoors. The threshold for reliable in-building coverage is based on a signal strength necessary to reliably and consistently make voice calls and use applications indoors, taking into consideration the built and natural environment. The threshold for reliable in-vehicle coverage is based on known signal attenuation from an outdoor signal to the inside of a vehicle. The threshold for reliable outdoor coverage is based on a signal strength necessary to reliably and consistently make voice calls and use applications outdoors taking into consideration the built and natural environment.
- ❖ For your reference, the scale shown ranges from Reliable to Unreliable Coverage for AT&T users in buildings, in vehicles, and outdoors.
- ❖ The Coverage Plots shown in the following slides are based on the following criteria:
  - Existing 4G-LTE Coverage: Assuming all other existing neighboring sites are On-Air and the Proposed Site is Off-Air, the propagation is displayed with the legends provided.
  - Planned 4G-LTE Coverage With the Proposed Site On-Air: Assuming all other existing neighboring sites along with the Proposed Site are On-Air, the propagation is displayed with the legends provided.
  - Standalone 4G-LTE Coverage of the Proposed Site: Assuming all other existing neighboring sites are Off-Air and only the Proposed Site is On-Air, the propagation is displayed with the legends provided.



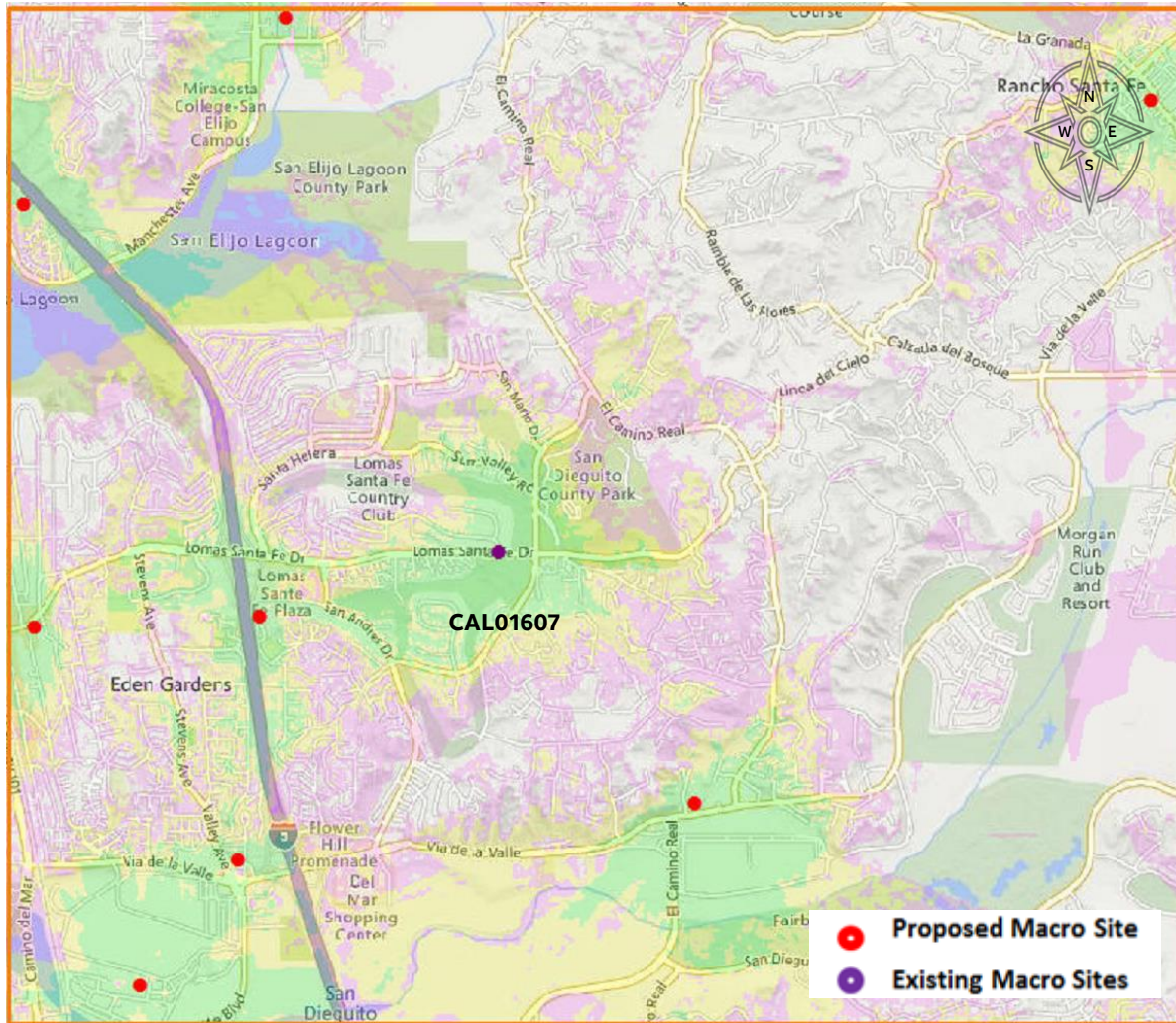
Site CAL01607 (Terrain Map)



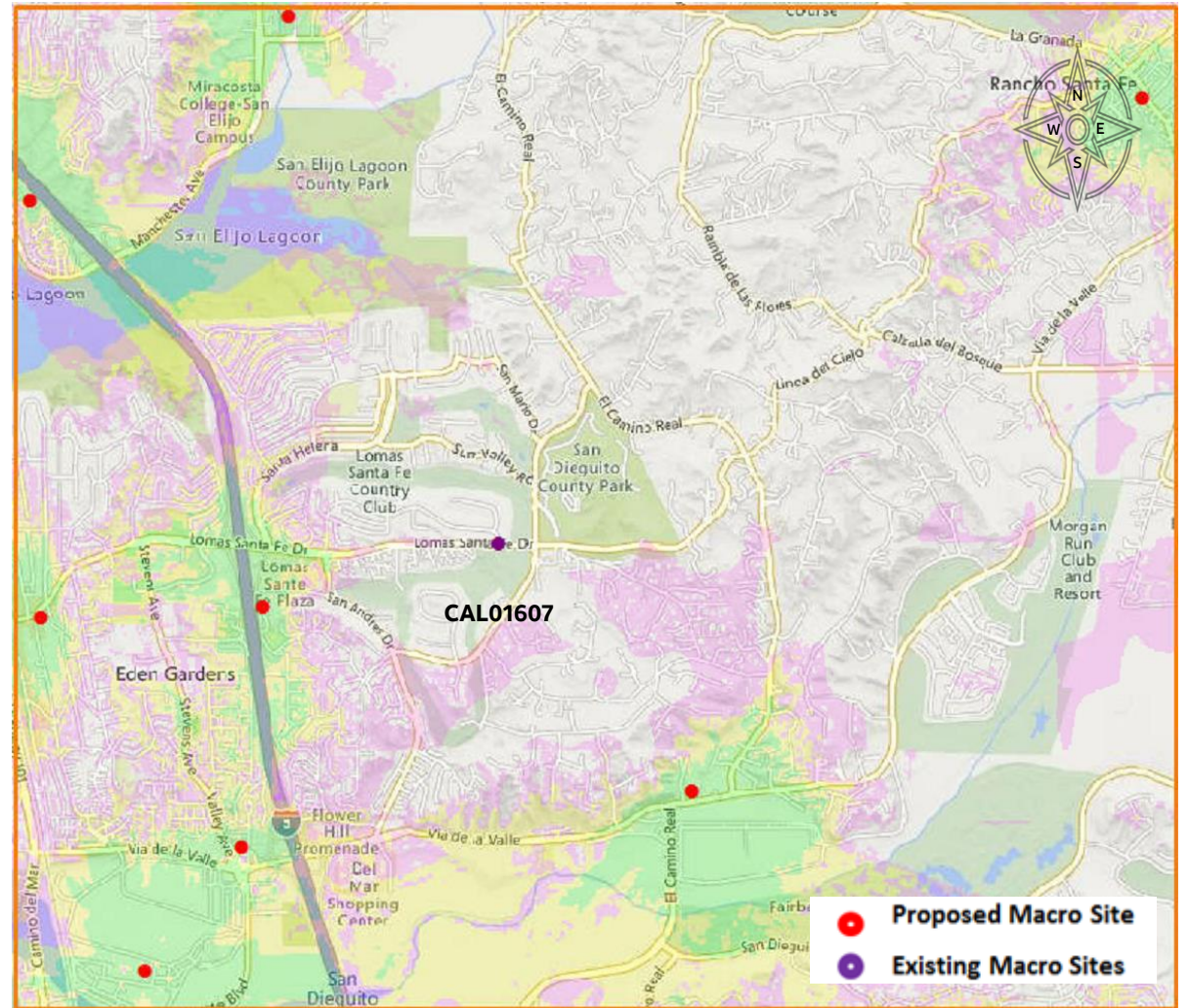
Site CAL01607 (Road Map)



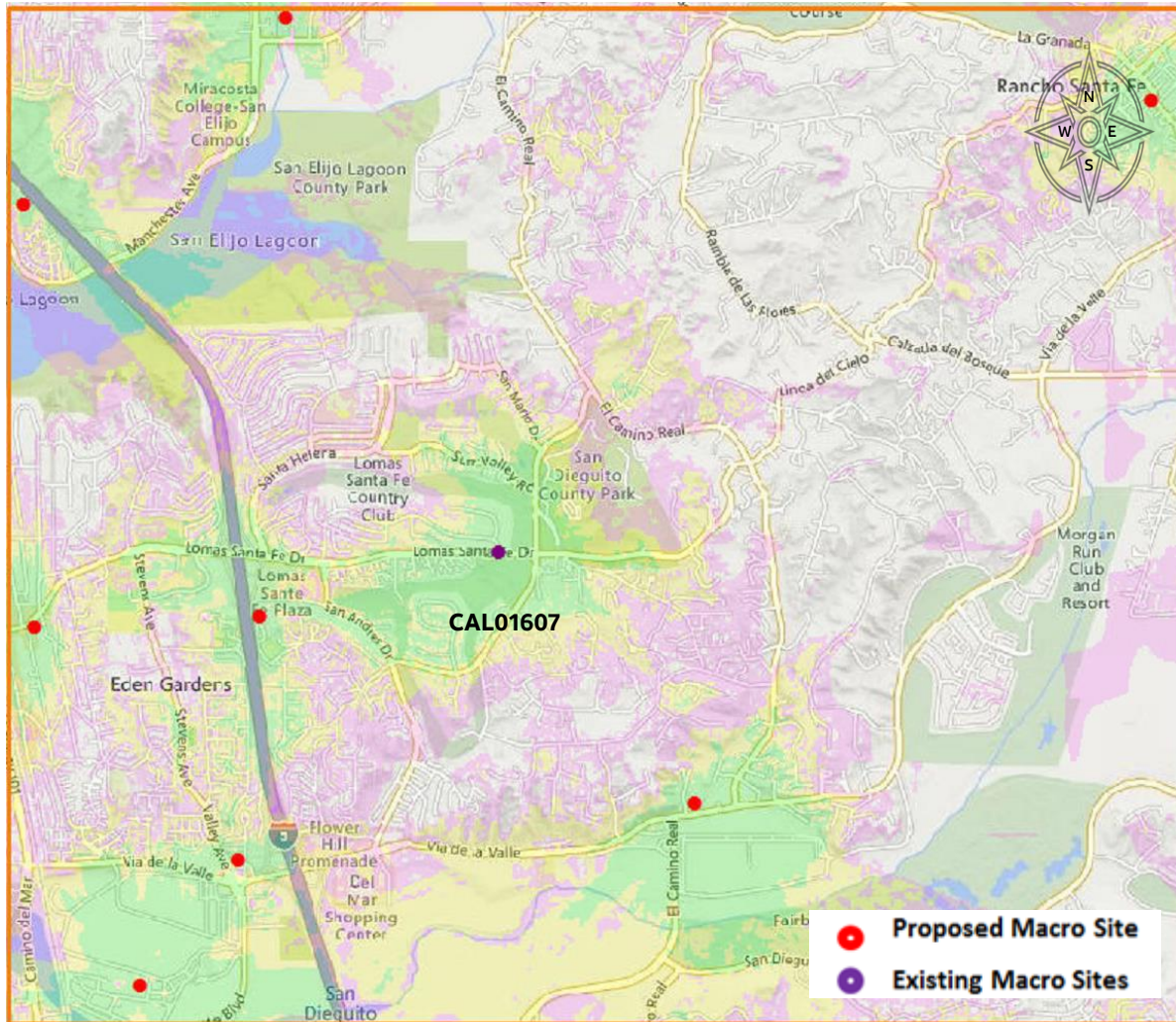
Existing 4G-LTE Coverage (Site CAL01607 ON)



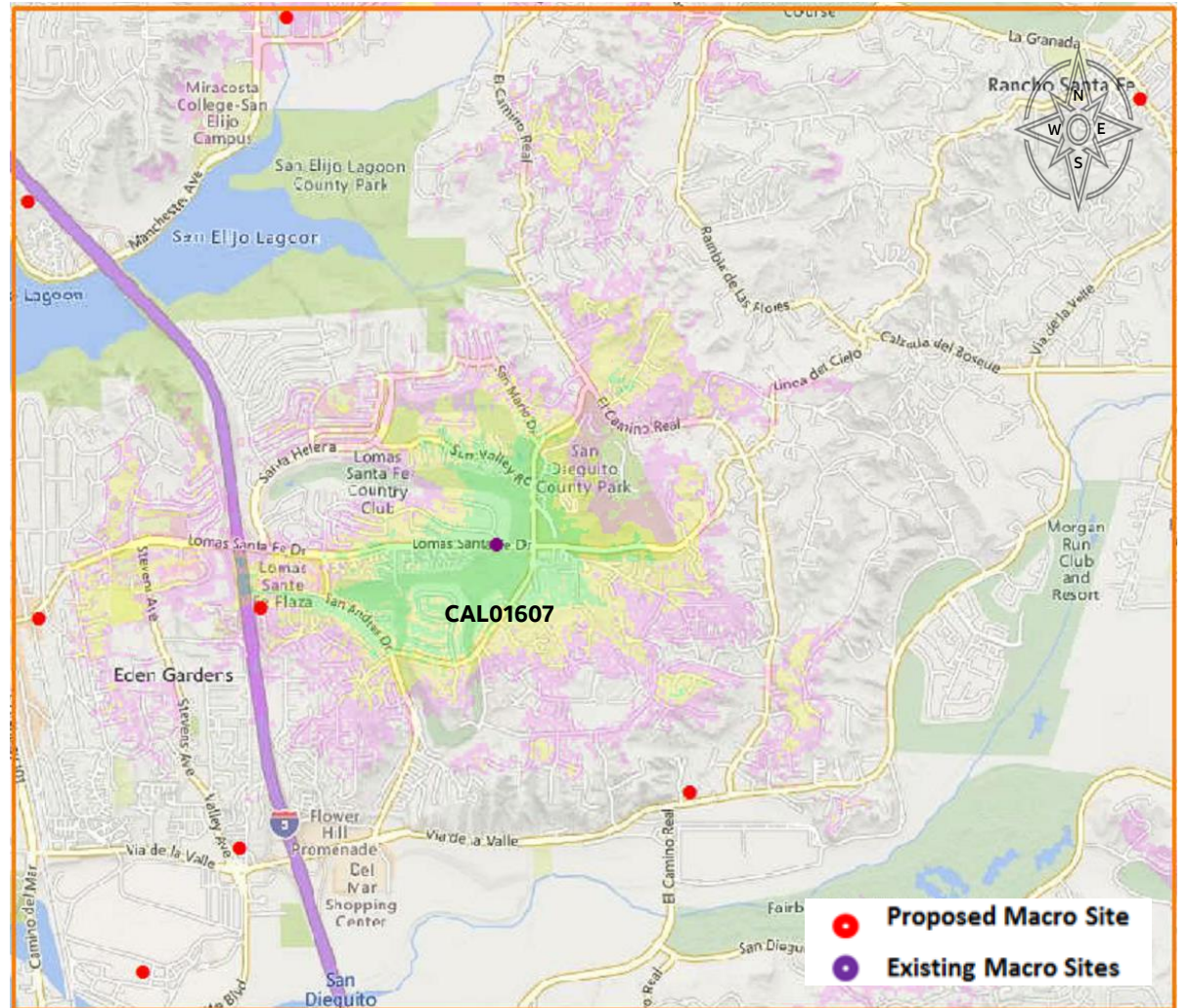
Existing 4G-LTE Coverage (Site CAL01607 OFF)



Existing 4G-LTE Coverage (Site CAL01607 ON)



Single Site Coverage (Site CAL01607 ON)







# Coverage Legend

**Reliable indoor, in-vehicle and outdoor coverage:** In general, the areas shown in green should have the most coverage and the strongest signal strength and be sufficient for reliable in-building service and connection to the AT&T wireless network. However, in-building coverage can and will be adversely affected by the thickness/construction type of walls, and the user's location in the building (i.e., in the basement, in the middle of the building with multiple walls, etc.)

**Unreliable indoor / Reliable in-vehicle and outdoor:** The areas shown in yellow should have sufficient coverage and signal strength for reliable device usage in vehicles and outdoors but will not have adequate coverage or signal strength for reliable in-building usage.

**Unreliable indoor and in-vehicle / Reliable outdoor:** The areas shown in purple should have sufficient coverage and signal strength for reliable device usage outdoors only and will not have adequate coverage or signal strength for reliable in-building or in-vehicle usage.


## **Coverage levels:**

	Reliable indoor, in-vehicle and outdoor
	Unreliable indoor / Reliable in-vehicle and outdoor
	Unreliable indoor and in-vehicle / Reliable outdoor
	Unreliable indoor, in-vehicle and outdoor



**AT&T**

## WIRELESS PLANNING MEMORANDUM

**TO:** Mr. John Delmer  
**FROM:** Dr. Jonathan Kramer   
**DATE:** August 2, 2024  
**RE:** CUP24-002  
Technical Review for Proposed Permit Renewal to Wireless Site located near 1703 Highland Drive Submitted for Approval under the City's Municipal Code

**APPLICANT:** Crown Castle  
**CARRIER:** AT&T Mobility  
**SITE NAME:** Lomas Santa Fe CC  
**SITE NUMBER:** 10105277

### 1. Summary

The City of Solana Beach (the “**City**”) requested that Telecom Law Firm, PC (“**TLF** or **We**”) review the AT&T Mobility (“**AT&T**”) request submitted by Crown Castle (“the **Applicant**”) to renew its wireless telecommunications permit (“**WTP**”) for its faux tree (“**Monopine**”) located near 1703 Highland Drive. AT&T’s request is subject to the Solana Beach Municipal Code (the “**Code**”). The wireless site does not currently have legal existence as Use Permit 17-11-28 expired on July 1, 2022.

The project does not fall within the scope of Section 6409(a). This is because AT&T has not proposed a collocation and the current facility does not have a legal existence and is not considered an eligible facility. The overall shot clock for this project is 90 calendar days.

TLF recommends that the City include camouflage conditions of approval, see Section 4 of the memorandum.

Once the Applicant submits the RF report based on the details found within Section 6 of the memorandum, TLF will conduct an independent RF analysis and will provide conditions of approval regarding RF emissions safety.

This memorandum reviews the application and related materials for technical and regulatory issues specific to wireless infrastructure. Although many technical issues implicate legal issues, the analysis and recommendations contained in this memorandum do not constitute legal advice.

## 2. Project Background and Description

In 2015, AT&T applied for a building permit (#15-222) for a modification to the existing WTP. Per the City, the permit was issued but never passed final inspection because the screening was not maintained as required by the condition of approval for the WTP. Due to inactivity and failure to meet the required conditions to pass the inspection, the building permit (15-222) expired and was never finalized.

In 2022, AT&T applied for B22-0246 to renew the building permit (#15-222) and to satisfy the conditions to finalize the lapsed permit. However, B22-0246 also expired due to inactivity.

Also, In 2022, the City received CUP22-002 (to renew the Use Permit #17-11-28 which expired 7/11/2022). After that, the City has informed TLF that they have not received a response to comments that were sent to the Applicant in July of 2022. Therefore, CUP22-002 has since expired due to inactivity.

In 2023, the City staff conducted a site inspection at this site and discovered that the Monopine was still insufficiently screened.

On July 25, 2024, AT&T submitted its application to renew the lapsed permits on the Monopine. Accordingly, this memorandum evaluates: (1) whether the application qualifies for renewal under the Code and (2) whether the project demonstrates planned compliance with Federal Communication Commission (“FCC”) radio frequency (“RF”) exposure guidelines.

The project plans dated June 8, 2022, (“Plans”), submitted with this application show that AT&T currently operates a wireless facility comprising of twelve panel antennas on a 55' above ground level (“AGL”) Monopine.

See Figure 1 for the layout plan of the wireless facility.

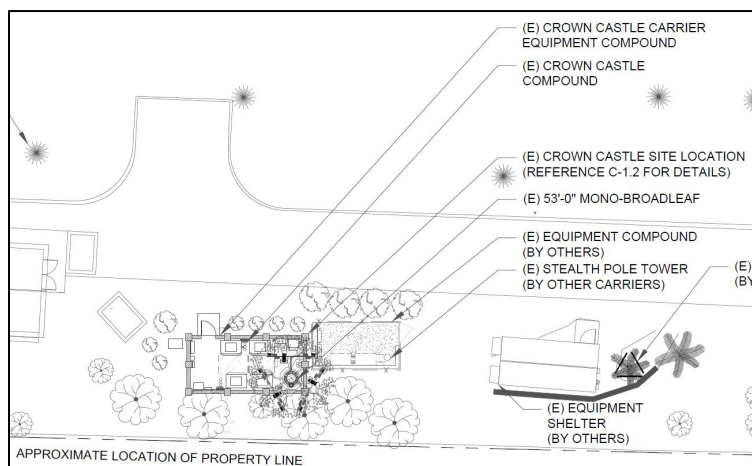


Figure 1: Site plan of AT&T's wireless facility (Source: Plans, Page C-1.2, Panel 1).

The antennas are mounted with a centerline of 48'6" AGL, see Figure 3 for the wireless facility in elevation view with details.

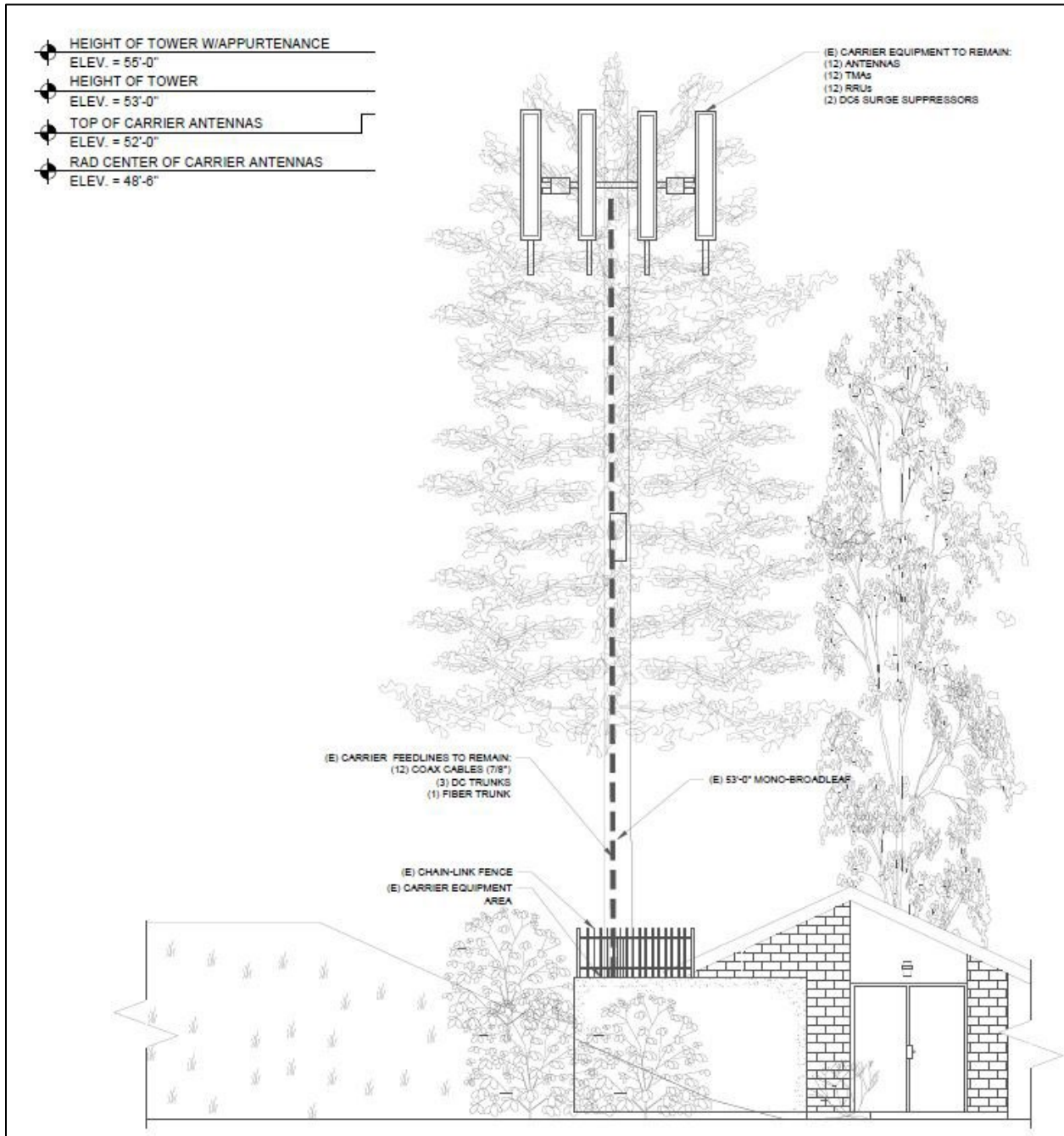


Figure 2: Elevation view of existing AT&T wireless facility. (Source: Plans, Page C-2.2).

See a Photo in Figure 3 of the Monopine as submitted by the Applicant. TLF notes that there is no date for the submitted photo. Due to the lack of any date on the photos submitted by the



Applicant, TLF cannot recommend to the City to rely on those photos as the currently physically existing Monopine.



**Figure 3:** Monopine indicated by red arrow (Source: Applicant Photo; annotations for red arrow by TLF).

See Figure 4 for a Google Street view of the existing Monopine as of February 2021.



**Figure 4:** Monopine (Source: Google Street View February 2021).

TLF notes that the Monopine, within Figure 4, clearly lacks proper concealment.

### **3. Section 6409 Evaluation**

Section 6409(a) of the Middle Class Tax Relief and Job Creation Act of 2012 requires that a State or local government “may not deny, and shall approve” any “eligible facilities request” for a wireless site collocation or modification so long as it does not cause a “substant[ia]l change in [that site’s] physical dimensions.”<sup>1</sup> FCC regulations interpret key terms in this statute and impose certain substantive and procedural limitations on local review.<sup>2</sup> Localities must review applications submitted for approval pursuant to Section 6409(a), but the applicant bears the burden to show it qualifies for mandatory approval.

Section 6409(a)(2) defines an “eligible facilities request” as a request to collocate, remove or replace transmission equipment on an existing wireless tower or base station. FCC regulations define the term “collocation” as “[t]he mounting or installation of transmission equipment on an

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<sup>1</sup> See Section 6409(a) of the Middle-Class Tax Relief and Job Creation Act of 2012, Pub. L. No. 112-96, 126 Stat. 156. (Feb. 22, 2012) (codified as 47 U.S.C. § 1455(a)).

<sup>2</sup> See *In the Matter of Acceleration of Broadband Deployment by Improving Wireless Facilities Siting Policies, Report and Order*, 29 FCC Rcd. 12865 (Oct. 17, 2014) (codified as 47 C.F.R. §§ 1.40001 *et seq.*) [hereinafter “*Infrastructure Order*”].

[existing wireless tower or base station]” and the term “transmission equipment” broadly includes “equipment that facilitates transmission for any [FCC]-licensed or authorized wireless communication service.”<sup>3</sup> A “tower” means any structure built solely or primarily to support transmission equipment, whether it actually supports any equipment or not.<sup>4</sup> In contrast, a “base station” means a non-tower structure in a fixed location approved for use as a wireless support by the local jurisdiction that actually supports transmission equipment at the time a collocation or modification request is submitted.<sup>5</sup>

Here, the renewal request does not qualify as an eligible facilities request because 1- AT&T does not request to collocate, remove or replace transmission equipment, and 2- even though the wireless site physically exists, it does not legally exist due to the lack of the proper valid permits and the lack of the proper concealment on the Monopine. Accordingly, the City should conclude that Section 6409 does not apply to this application. Rather, the City should review this application under the applicable provisions in the Code.

#### 4. Recommended Conditions

The City may wish to consider the following conditions to promote best practices:

1. The permittee shall keep the site, which includes without limitation any and all improvements, equipment, structures, access routes, fences, and landscape features, in a neat, clean, and safe condition in accordance with the approved plans and all conditions when the permit is issued. The permittee shall keep the site area free from all litter and debris at all times. The permittee, at no cost to the City, shall remove and remediate any graffiti or other vandalism at the site within 48 hours after the permittee receives notice or otherwise becomes aware that such graffiti or other vandalism occurred.
2. The permittee shall maintain compliance at all times with all federal, state, and local statutes, regulations, orders, or other rules that carry the force of law (“**Laws**”) applicable to the permittee, the subject property, the wireless facility or any use or activities in connection with the use authorized in this permit, which includes without limitation any laws and regulations applicable to human exposure to RF emissions. The Permittee will not be relieved from its obligation to comply in all respects with all applicable provisions in the Code, this, or any other applicable permit, and each and every other permit condition.

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<sup>3</sup> See 47 C.F.R. §§ 1.40001(b)(2), (8); see also *Infrastructure Order* at ¶¶ 158–60 (describing examples for transmission equipment) and ¶¶ 178–81 (discussion what constitutes a collocation under Section 6409).

<sup>4</sup> 47 C.F.R. § 1.40001(b)(9); see also *Infrastructure Order* at ¶ 166.

<sup>5</sup> See 47 C.F.R. § 1.40001(b)(1); see also *Infrastructure Order* at ¶ 166. The term “base station” can include DAS and small cells. See 47 C.F.R. § 1.40001(b)(1)(ii).



3. The permittee expressly acknowledges and agrees that the City's officers, officials, staff or other designee may enter onto the site and inspect the improvements and equipment upon reasonable prior notice to the permittee; provided, however, that the City's officers, officials, staff or other designee may, but will not be obligated to, enter onto the site area without prior notice to support, repair, disable or remove any improvements or equipment in emergencies or when such improvements or equipment threatens actual, imminent harm to property or persons. The permittee will be permitted to supervise the City's officers, officials, staff, or other designees while any such inspection or emergency access occurs.
4. The permittee shall furnish the Director with accurate and up-to-date contact information for a person responsible for the wireless facility, which includes without limitation such person's full name, title, direct telephone number, facsimile number, mailing address and email address. The permittee shall keep such contact information up to date at all times and immediately provide the Director with updated contact information in the event that either the responsible person or such person's contact information changes.
5. The permittee must maintain complete and accurate copies of all permits and other regulatory approvals issued in connection with the wireless facility, which includes without limitation this approval, the approved plans and photo simulations incorporated into this approval, all conditions associated with this approval and any ministerial permits or approvals issued in connection with this approval. In the event that the permittee does not maintain such records as required in this condition, any ambiguities or uncertainties that would be resolved through an inspection of the missing records will be construed against the permittee. Records may be kept in electronic format.

These conditions are not an exhaustive list. The City may have additional or different conditions that it finds appropriate in its discretion.

## **5. Design Comments and Recommendations**

The Monopine design appears to be an appropriate concealment technique. Although the Monopine already exhibits some desirable design elements, the City should consider specific conditions to improve the overall concealment of the antennas and the associated equipment.

The City may wish to consider the following design conditions for the permit renewal of the site:

1. The Permittee shall install, and at all times maintain in good condition, three-dimensional bark cladding on the entire vertical support structure (the trunk and branches).



2. The Permittee shall paint, color, or finish all tower-mounted equipment, including without limitation all antennas, remote radio units, DC power equipment, cables, wires, jumpers, connectors, mounts, arms, brackets, and other support equipment with flat natural colors that resemble pine tree branches and/or needles. The permittee shall maintain all such paint in good condition at all times.
3. The Permittee shall install, and at all times maintain in good condition, at least 3.5 faux branches per vertical foot. Such branches must commence at approximately 10 feet above ground level and naturally taper towards the top. The faux branches must extend at least 24 inches farther out from the edge of the tower-mounted equipment including without limitation the antennas.
4. The Permittee shall install, and at all times maintain in good condition, appropriate faux needle or leaf socks over all antennas, remote radio units and other similar tower-mounted equipment. Faux covers and branches shall be installed on the equipment in a manner that fully conceals the antenna array and associated equipment.
5. The Permittee shall install all cables, fibers, wires, jumpers, and connectors within the trunk of the Monopine. No visible cables, wires, jumpers, connectors, conduits, and risers shall be visible on the exterior of the structure, except at the point of connection with the overhead equipment in the tree canopy. All exposed cables, wires, jumpers, connectors, conduits, and risers in the tree canopy shall be painted, colored, or finished to match the natural tree bark color of the faux tree. The permittee shall maintain such paint, color, or finish in good condition at all times.
6. The Permittee acknowledges that the City specifically includes conditions of approval related to (a) painting, coloring, or finishing the equipment to match the faux-tree bark; and (b) concealing cables and mounting brackets within conduit and/or shrouds. It is intended that the conditions set out here are intended to result in the site equipment and supports at the antenna level and on the Monopine be concealed to the maximum extent possible, and that any future modifications to the Permittee's wireless facility must at least maintain this standard.

The branches must be installed in such that all antennas and other transmission equipment, as well as antenna support brackets, are located within the canopy of the faux pine tree.

These conditions are not intended and should not be interpreted as an exhaustive list. The City may wish to impose any additional conditions necessary or appropriate to promote compliance with the Code and generally applicable public health and safety codes.



## 6. Planned Compliance with the FCC Guidelines

Under the federal Telecommunications Act, the FCC completely occupies the field with respect to RF emissions regulation. The FCC established comprehensive rules for human exposure to RF emissions (the “**FCC Guidelines**”).<sup>6</sup> State and local governments cannot regulate wireless facilities based on environmental effects from RF emissions to the extent that the emissions comply with the FCC Guidelines.<sup>7</sup> Although localities cannot establish their own standards for RF exposure, local officials may require wireless applicants to demonstrate compliance with the FCC Guidelines.<sup>8</sup> Such demonstrations usually involve a predictive calculation.

### 6.1. FCC Guidelines

FCC Guidelines regulate *exposure* rather than *emissions*.<sup>9</sup> Although the FCC establishes a maximum permissible exposure (“**MPE**”) limit, it does not mandate any specific limitations on power levels applicable to the antenna operator. Rather, the FCC requires the antenna operator to adopt exposure-mitigation measures only to the extent that certain persons might become exposed to the emissions. Thus, a relatively low-powered site in close proximity to the general population might require more comprehensive mitigation measures than a higher-powered site not in close proximity to the general population.

The FCC’s MPE limit is actually two different standards: one for the general population and one for occupational personnel. Most people are classified as general population, which includes anyone who either does not know about potential exposure or knows about the exposure but cannot exert control over the transmitters.<sup>10</sup> For example, general population members include roofers, HVAC works, building maintenance personnel, window washers and the like. The narrower occupational class only includes persons who, through their employment, are able to exert control over their exposure to RF emissions.<sup>11</sup>

Lastly, the FCC “categorically excludes” certain antenna sites from routine environmental review when either (1) the antennas create exposures in areas virtually inaccessible to humans or (2) the antennas operate at extreme low power. As a general rule, a wireless site qualifies for a

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<sup>6</sup> See 47 U.S.C. § 332(c)(7)(B)(iv); see also 47 C.F.R. § 1.1307 *et seq.*; FCC Office of Engineering and Technology, *Evaluating Compliance with FCC Guidelines for Human Exposure to Radiofrequency Electromagnetic Fields*, OET Bulletin 65, ed. 97-01 (1997).

<sup>7</sup> See 47 U.S.C. § 332(c)(7)(B)(iv).

<sup>8</sup> See *In re Procedures for Reviewing Requests for Relief from State and Local Regulations Pursuant to Section 332(c)(7)(B)(iv) of the Communications Act of 1934*, *Report and Order*, 15 FCC Rcd. 22821, 22828–22829 (Nov. 13, 2000) (declining to adopt rules that limit local authority to require compliance demonstrations).

<sup>9</sup> See generally Human Exposure to Radio Frequency Fields: Guidelines for Cellular and PCS Sites, *Consumer Guide*, FCC (Oct. 22, 2014), available at <https://www.fcc.gov/guides/human-exposure-rf-fields-guidelines-cellular-and-pcs-sites> (discussing in general terms how wireless sites transmit and how the FCC regulates the emissions).

<sup>10</sup> See 47 C.F.R. § 1.1310, Note 2.

<sup>11</sup> See *id.*



categorical exclusion when the antennas are mounted on a structure built solely or primarily to support FCC-licensed or authorized antennas (*i.e.*, a freestanding tower), and the lowest point of the transmitting antenna is at or greater than 10 meters (32.8 feet) above ground.<sup>12</sup>

Categorical exclusion establishes a presumption that the emissions from the antennas will not significantly impact humans or the human environment. Those antennas are exempt from routine compliance evaluations but not exempt from actual compliance with the FCC Guidelines. Under some circumstances, for example a collocated tower or when the antennas are in close proximity to the general population, even a categorically excluded site will require additional analysis to demonstrate with the FCC Guidelines.

## 6.2. Evaluation and Recommendations

In this case, FCC Guidelines categorically excludes this facility's permit renewal request because the antennas are mounted on a Monopine—a structure solely or primarily built to support wireless antennas—and all of the transmitting antennas are at least 10 meters AGL. The lowest point of the AT&T antennas is situated at approximately 48'6"AGL.

Accordingly, the FCC Rules categorically exclude this site from the need for routine compliance demonstrations. However, a categorical exclusion does not exempt a transmitter from *actual* compliance. The FCC Rules still require AT&T to affirmatively prevent unknowing access to areas where the emissions exceed the maximum permissible limits, for example for tree trimmers for the surrounding mature trees.

TLF notes that there is another wireless site adjacent to the Monopine. The adjacent wireless site appears to have the antennas concealed within a fiber reinforced plastic screen. Furthermore, the Monopine appears to be surrounded by mature trees nearby. TLF recommends that the City request that the Applicant submit a radio frequency report that includes the emissions from the current Monopine antennas in watts effective radiated powers (“ERPs”), as well as include the actual or the worst-case emission limits, in ERPs, from the antennas from the adjacent wireless site. The RF report should include a depiction of the emissions of the antennas in relation to the surrounding mature trees.

Once the additional information is received, TLF will review and conduct an independent analysis to ensure that the current site complies with all the FCC RF regulations and ensures that the Applicant installs and maintains the necessary and required RF signage and notices.

/JLK

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<sup>12</sup> See *id.* § 1.1307(b)(1).

## WIRELESS PLANNING MEMORANDUM-RF

**TO:** Ms. John Delmer  
**FROM:** Dr. Jonathan Kramer  
**DATE:** November 12, 2024



**SITE ID:** 10105277  
**RE:** Technical Review for Proposed Permit Renewal to Wireless Site Submitted for Approval under the City's Municipal Code

**ADDRESS:** 1703 Highland Drive  
**CARRIER:** AT&T Mobility

On August 2, 2024, this firm submitted a memorandum (the “**First Memorandum**”) to the City of Solana Beach (the “**City**”) that reviewed the AT&T Mobility (“**AT&T**”) permit application to renew the permits of an existing wireless site located at 1703 Highland Drive.

The First Memorandum concluded that the application lacked the required radio frequency (“**RF**”) exposure data and analysis to properly evaluate planned compliance with the FCC Guidelines.

Since then, AT&T submitted supplemental information to address the deficiencies related to the RF. This memorandum reviews those updated materials to allow us to provide a more detailed RF emissions safety analysis.

Except as discussed here, our positions set out in the First Memorandum remain unchanged.

### 1. Planned RF Compliance Evaluation and Analysis

AT&T submitted a Frequency Report conducted by Site Safe and dated October 21, 2024 the (“**RF Report**”).

The RF Report contained the below mitigation measures. See Figure 1.

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**Crown Castle is compliant** with the FCC Rules and Regulations, as described in OET Bulletin 65.

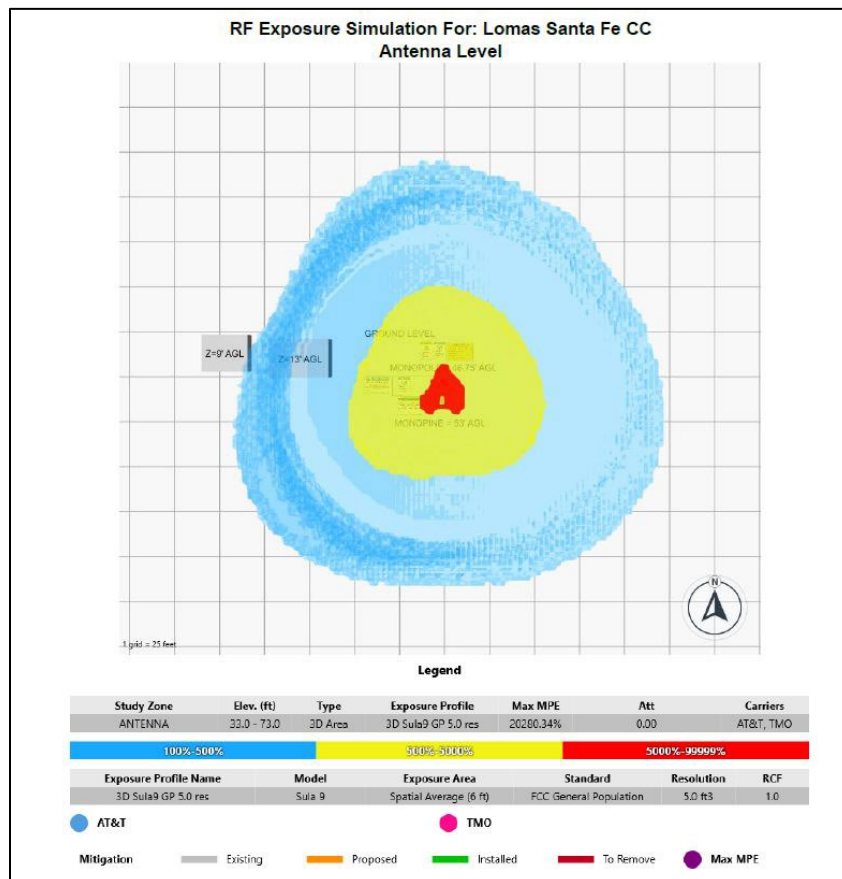
**Note:** Ensure all existing signage documented in this report remains on site.

**Note:** For overall compliance, access to the site (i.e., access road(s), gate(s), climbing point(s), etc.) must remain locked/restricted.

**Note:** Sitesafe recommends that persons accessing any adjacent trees in excess of 30' above ground level (i.e. landscape and arborist contractors or other maintenance workers) within 78' directly in front of AT&T's antennas are informed of areas where RF levels exceed the FCC General Public limit.

**Figure 1:** RF mitigation (Source: RF Report).

Additionally, the RF Report contains the basic emissions information needed to allow us to independently evaluate planned compliance with the FCC Guidelines. Based on the transmitter frequencies and power levels disclosed in the RF Report, the antennas create a “controlled access zone” that extends approximately 75 feet from the face of the antennas at approximately the same height as the emissions centers of each antenna. The controlled access zone extends horizontally from the antennas with very little emissions that stray in any other direction, including toward ground level. See the emissions in Figure 2 and Figure 3.



**Figure 2:** Overview emissions from the AT&T Monopine (Source: RF Report).

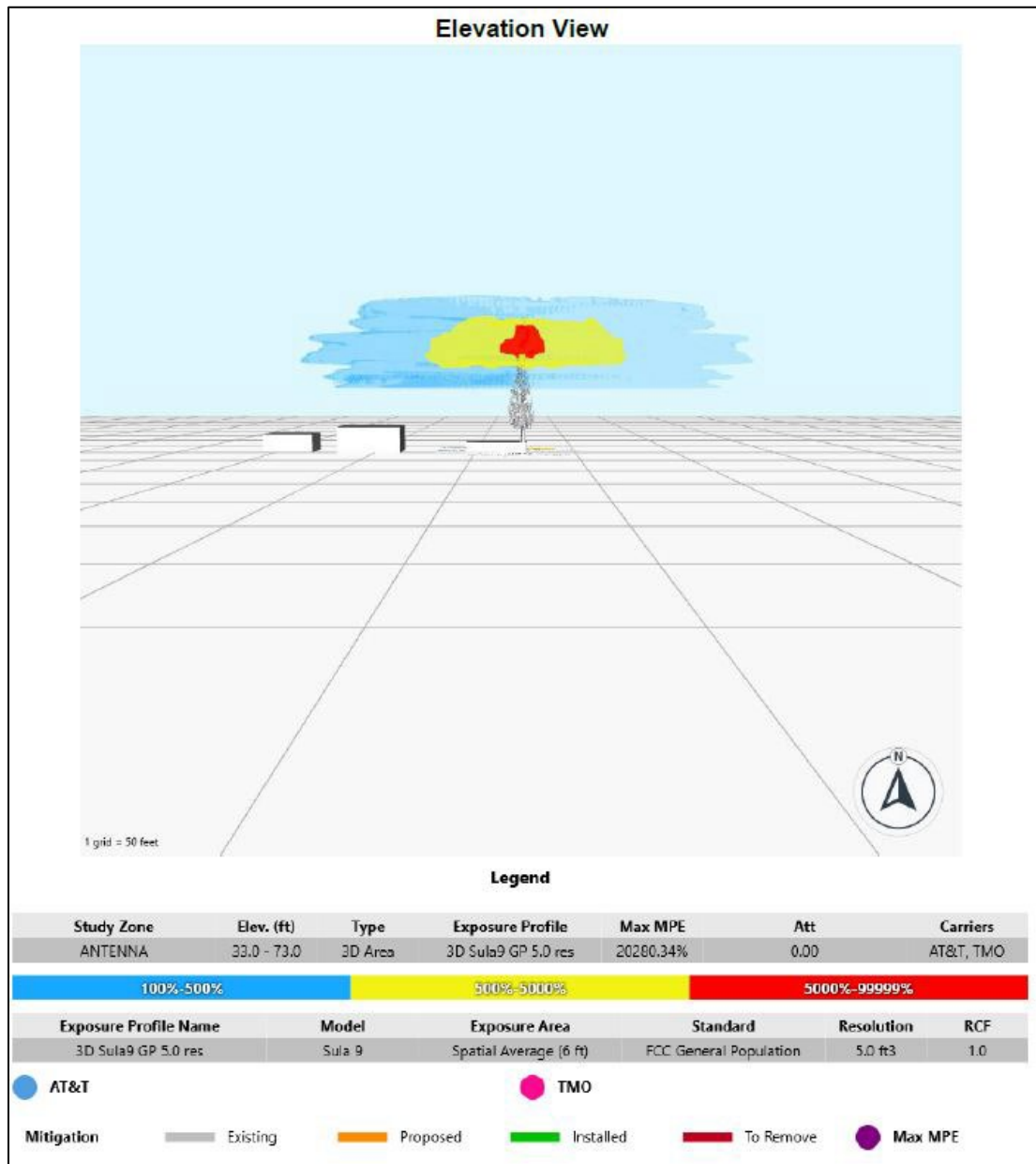


Figure 3: Elevation view of the emissions (Source: RF Report).

TLF agrees with the RF report mitigation as indicated within Figure 1. The Applicant shall install, and at all times maintain, RF safety signage and notices for the adjacent tree trimming at or above 30 feet.

/JLK



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Alyssa Muto, City Manager  
**MEETING DATE:** January 29, 2025  
**ORIGINATING DEPT:** Community Development Department  
**SUBJECT:** **Public Hearing: Request for a DRP to Construct Landscape and Site Improvements at 705 Barbara Avenue (Applicant: Dale Watkins; Application: DRP23-013; APN: 263-091-07; Resolution No. 2025-007)**

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## **BACKGROUND:**

The Applicant, Dale Watkins, is requesting City Council approval of a Development Review Permit (DRP) to legalize unpermitted site improvements including grading, drainage, hardscape, landscaping, fences and walls, a deck, and a swim spa at 705 Barbara Avenue. The 10,818 square-foot lot is located within the Low Residential (LR) Zone, Hillside Overlay Zone (HOZ), Scenic Area Overlay Zone (SAOZ), and Scaled Residential Overlay Zone (SROZ). The project proposes grading in the approximate amounts of 28.5 cubic yards of cut and 92.5 cubic yards of fill; 10 cubic yards of excavation for footings; with an aggregate grading quantity of 131 cubic yards, including 64 cubic yards of import.

An application for a DRP shall be required for any structure or site development which meets the criteria listed in SBMC Section 17.68.040(B)(1)(a-n). The project meets the following criteria for the requirement of a DRP:

- (d) Grading in excess of 100 cubic yards;
- (f) Grading in excess of 50 cubic yards on a property located in the HOZ; and
- (g) Grading in excess of 50 cubic yards on a property located in the SAOZ.

The issue before the Council is whether to approve, approve with conditions, or deny the Applicant’s request for a DRP as contained in Resolution 2025-007 (Attachment 1). The project plans are included in Attachment 2.

## **DISCUSSION:**

The subject property is located on the northwest corner of Barbara Avenue and Patty Hill Drive and is developed with a single-family residence. The topography of the lot descends

<b>CITY COUNCIL ACTION:</b>  <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/>
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over 17 feet from the front (east) property line along Barbara Avenue to the rear (west) property line. The main level of the residence is accessed by an entry walkway from Barbara Avenue and a secondary walkway steps down to the driveway and lower level garage, which is accessed from Patty Hill Drive. Tiered keystone retaining walls exist along the west and side of the property and encroach into the public-right-of way on the south side of the property.

An SDP (SDP19-001) was approved in 2019, and a Building Permit (B20-0092) was issued in 2020, to construct a 598 square-foot addition, façade improvements, an interior remodel, a replacement deck off the main level of the residence, and minimal site grading to support the addition and deck. The Applicant utilized the “one-time exemption” from the requirement of a DRP, as prescribed in SBMC Section 17.68.040(B)(1), and the project was approved administratively. However, during the course of construction, the majority of the existing landscaping was removed. Following the final building permit inspection, new landscaping was planted, additional grading and hardscaping was completed, an above-grade swim spa was installed, and a new deck and fencing were constructed. The additional unauthorized work required discretionary approval of a DRP and issuance of building and grading permits. A stop work notice was issued in September of 2021, and the Applicant submitted this application for a DRP in December of 2023. A condition of approval requiring the Applicant to diligently pursue permit issuance and inspections has been included in the draft Resolution of approval. The aerial photos below depict the property prior to any recent work in January of 2020, and the current condition after completion of B20-0092 and the unpermitted additional work.



The Applicant is requesting retroactive approval of the previously completed site improvements, including grading, drainage, hardscaping, landscaping, and installation of an above-grade swim spa and deck. The proposed grading includes approximately 28.5 cubic yards of cut, 92.5 cubic yards of fill, 10 cubic yards of excavation for footings; 64 cubic yards of import; totaling 131 cubic yards of aggregate grading. The project plans are included in Attachment 3.

Table 1, on the following page, provides a comparison of the SBMC applicable zoning regulations with the Applicant’s proposed design.

**Table 1**

LOT INFORMATION			
<b>Property Address:</b>	705 Barbara Ave	<b>Existing Development:</b> One-story, single-family residence & attached three-car garage	
<b>Lot Size:</b>	10,818 sf		
<b>Zoning Designation:</b>	LR	<b>Setbacks: (c)</b>	<b>Required</b> <b>Proposed</b>
<b># Units Allowed:</b>	1 SFR, 1 ADU, 1 JADU	Front (E)	20 ft      20 ft
<b># Units Requested:</b>	1 SFR	Interior Side (N)	10 ft      10 ft
<b>Overlay Zone(s):</b>	HOZ, SAOZ, SROZ	Street Side (S)	10 ft      10 ft
<b>Required Parking:</b>	2 spaces	Rear (W Lower)	40 ft      52 ft
<b>Existing Parking:</b>	2 spaces	Rear (W Upper)	50 ft      50 ft
PROPOSED PROJECT INFORMATION			
<b>Proposed Grading:</b> 1,411 cy of cut, 153 cy of fill, 8 cy of excavation for footings, 5 cy of removal and recompaction, 1,258 cy to be exported off site, and an aggregate (total) grading quantity of 1,577 cy.			
<b>Proposed Parking:</b> 3 Garage		<b>Required Entitlements:</b> A DRP is required for grading in excess of 100 cubic yards and grading in excess of 50 cubic yards on a property in the HOZ and SAOZ.	
<b>Proposed Fences and Walls:</b> Yes			
<b>Proposed Accessory Structure:</b> Yes			
<b>Proposed Landscaping:</b> Yes			

Staff has prepared draft findings for approval of the DRP in the attached Resolution 2025-007 for the City Council’s consideration based upon the information in this report. The applicable SBMC sections are provided in italicized text and recommended conditions of approval from the Community Development, Engineering, and Fire Departments are incorporated in the Resolution of Approval. The Council may direct Staff to modify the Resolution to reflect the findings and conditions it deems appropriate as a result of the Public Hearing process. If the Council determines the project is to be denied, Staff will prepare a Resolution of Denial for adoption at a subsequent Council meeting.

The following is a discussion of the findings for a DRP as each applies to the proposed project as well as references to recommended conditions of approval contained in Resolution 2025-007.

**Development Review Permit Compliance (SBMC Section 17.68.40):**

A DRP is required because the proposed development includes grading in excess of 100 cubic yards, grading in excess of 50 cubic yards in the HOZ, and grading in excess of 50 cubic yards in the SAOZ. The Council may approve, or conditionally approve, a DRP only if all of the findings listed below can be made. If the findings cannot be made, the Council shall deny the DRP. Resolution 2025-007 provides the full discussion of the findings.

1. The proposed development is consistent with the general plan and all applicable requirements of the zoning ordinance including special regulations, overlay zones, and specific plans.
2. The proposed development complies with the applicable development review criteria.

3. All required permits and approvals issued by the city, including variances, conditional use permits, comprehensive sign plans, and coastal development permits have been obtained prior to or concurrently with the development review permit.
4. If the development project also requires a permit or approval to be issued by a state or federal agency, the city council may conditionally approve the development review permit upon the Applicant obtaining the required permit or approval from the other agency.

## **DRP Finding #1**

### General Plan Consistency

The General Plan designates the property as Low Density Residential and is intended for single-family residential development at a maximum density of three dwelling units per acre. The project proposes to maintain the existing single-family residence located on the property. Therefore, the project is consistent with the intended development in the General Plan. The proposed development could also be found to be consistent with the objectives of the General Plan as it encourages the development and maintenance of healthy residential neighborhoods, the stability of transitional neighborhoods, and the rehabilitation of deteriorated neighborhoods.

### Specific Plans and Special Overlays

The property is located in the HOZ, SAOZ, SROZ, and Coastal Zone.

#### Hillside Overlay Zone (HOZ):

The subject property is located in the HOZ and specifically within the Barbara Avenue hillside, where slopes in excess of 25 percent inclination exist in an unnatural (developed, manufactured slope) condition. The purpose of the HOZ is to restrict the grading and development of natural slopes with an inclination of 25 percent or greater in order to preserve natural topography and scenic qualities of the city, protect native habitat and watersheds, and reduce the potential for environmental hazards. However, limited grading and other development activity may be permitted in the unnatural Barbara Avenue hillside provided that the activity is in compliance with the supplemental development regulations outlined in SBMC Section 17.48.020(H), which outline specific rear yard setbacks for structures, permitted accessory encroachments, a required rear yard landscape buffer, and grading limitations. Analysis of the project's consistency with the provisions of the HOZ are provided later in this report.

#### Scenic Area Overlay Zone (SAOZ):

The purpose of the SAOZ is to regulate development in areas of high scenic value to preserve and enhance the scenic resources present within and adjacent to such areas and to assure the exclusion of incompatible uses and structures. It is further recognized

that the preservation and enhancement of scenic resources within the City of Solana Beach provides important social, recreation, and economic benefits for both residents and visitors alike. Specific review criteria are required for properties within designated areas of the SAOZ to ensure that proposed development does not interfere with or degrade those visual features of the site or adjacent sites that contribute to its scenic, historic, or recreational resource. Analysis of the project's consistency with the provisions of the SAOZ are provided later in this report.

#### Scaled Residential Overlay Zone (SROZ):

The purpose of the SROZ is to preserve and enhance the existing community character and aesthetic quality of the City of Solana Beach, by providing regulations to ensure and protect the character of established residential neighborhoods; and by preserving the traditional scale and seaside orientation of residential areas in the City of Solana Beach. The project does not include the addition or modification of gross floor area or the appearance of bulk and mass. Therefore, the development standards outlined in the SROZ are not applicable to the project.

#### Coastal Zone:

The entire City of Solana Beach is located within the Coastal Zone. As a condition of project approval, the Applicant will be required to obtain a Coastal Development Permit, Waiver, or Exemption from the California Coastal Commission prior to the issuance of building or grading permits.

#### Zoning Ordinance Consistency

SBMC Section 17.20.010(B) specifies that the LR Zone is intended for residential development in areas characterized by detached single-family homes on older subdivided lots. SBMC Section 17.20.030 outlines property development regulations including setbacks, floor area, building height, parking, fences, and landscape. The development regulations applicable to the proposed project are analyzed below:

#### Minimum Yards/Setbacks:

Minimum yard dimensions (setbacks) for the property are determined by the setback designator indicated on the City of Solana Beach official zoning map. The setback designator for the subject property is "c", which requires 25-foot front and rear yard setbacks, 10-foot interior side yard setbacks, and 10-foot street side yard setbacks. The Barbara Avenue public right-of-way is greater than 55 feet in width, therefore, the required front yard setback is reduced to 20 feet. Also, alternative rear yard setback requirements apply to properties located in the HOZ with unnatural slopes.

Pursuant to SBMC Section 17.20.030(D)(1)(b), lots that front on a "public right-of-way 55 feet or greater in width, the minimum required front yard shall be reduced to 20 feet." The public right-of-way of Barbara Avenue is 60 feet wide, therefore, the required front yard setback would be reduced to 20 feet. Additionally, the HOZ includes supplemental

development regulations for the western portion of properties located in the Barbara Avenue hillside unnatural slopes (SBMC Section 17.48.020(H)), including increased rear yard setbacks for structures, which the existing residence and attached deck comply with.

The supplemental development regulations also require a 20-foot landscape buffer area along the rear property line, where grading is prohibited, and landscaping is required to provide visual screening for adjacent neighbors to the west. Immediately adjacent to the landscape buffer is an additional 20-foot wide “yard area” where grading is permitted to allow an avenue for the creation of a usable play area. Accessory structures less than 42 inches in height as well as play structures are permitted in this area.

The Applicant added fill soil to raise the yard area approximately one foot and constructed an above-grade swim spa and surrounding deck. The swim spa and deck are less than 42 inches in height measured above the (lower) pre-existing grade of the yard area and comply with the accessory structure regulations. New landscaping was installed throughout the property including in the yard area and landscape buffer. Artificial turf was installed in the yard area west of the swim spa deck and hardscape. The turf encroaches into the landscape buffer, which has been determined by Staff to be inconsistent with the landscape buffer provisions and, therefore, is required to be removed with the project. As conditioned, the project would be consistent with the applicable setbacks.

#### Fences, Walls and Retaining Walls:

Within the front yard setback, the SBMC Section 17.20.040(O) allows fences and walls, or any combination thereof, to be no higher than 42 inches in height as measured from existing grade, except for an additional 2 feet that is at least 80% open to light. Fences, walls and retaining walls located within the rear and interior side yards are allowed to be up to 6 feet in height with an additional 2 feet that is 50% open to light and air. Additionally, fences in the Barbara Avenue hillside are limited to 42 inches in height, except for required safety fencing.

Existing fencing along the property lines would remain in place with the project. The Applicant is requesting approval of a 5-foot-tall fence that would meet required pool fencing requirements.

Currently, the plans show fences and walls that comply with the requirements of SBMC 17.20.040(O) and 17.60.070(C). If the Applicant decides to modify any of the proposed fences and walls or construct additional fences and walls on the project site, a condition of project approval requires compliance with the Municipal Code.

#### Landscape:

The project is subject to the current water efficient landscaping regulations of SBMC Chapter 17.56. A Landscape Documentation Package is required for new development projects with an aggregate landscape equal to or greater than 500 square feet requiring a building permit, plan check, or development review. The Applicant provided a conceptual landscape plan that has been reviewed by the City’s third-party landscape



architect, who has recommended approval. The Applicant will be required to submit detailed construction landscape drawings that will be reviewed by the City's third-party landscape architect for conformance with the approved plan. In addition, the City's consultant will perform an inspection during the construction phase of the project.

## **DRP Finding #2**

The development review criteria topics referenced in DRP Finding #2 and SBMC Section 17.68.040(F) are listed below with further discussion as to how they relate to the proposed Project:

1. Relationship with Adjacent Land Uses
2. Building and Structure Placement
3. Landscaping
4. Roads, Pedestrian Walkways, Parking, and Storage Areas
5. Grading
6. Lighting
7. Usable Open Space

### **Relationship with Adjacent Land Uses:**

The property is located within the LR Zone. Adjacent properties to the north, east, and southwest are also located within the LR Zone and adjacent properties to the northwest are located in the Midori Court Specific Plan. All surrounding properties are developed with one- and two-story single-family residences. Other properties on the west side of the 700 block of Barbara Avenue are also located in the Barbara Avenue hillside of the HOZ and subject to the same development regulations as the subject property. The proposed project is, therefore, consistent with the adjacent properties.

### **Building and Structure Placement:**

The subject accessory structures are less than 42 inches in height, located outside of the ten-foot side yard and street side yard setbacks, and comply with the accessory structure limitations of the HOZ.

The project could be found to be sited and designed to minimize adverse impacts on the surrounding properties by the limited appearance of the accessory structures. The swim spa is prefabricated with self-contained equipment.

### **Landscape:**

The subject landscape plan maintains existing perimeter trees and shrubs along the rear property line and Patty Hill Drive public right-of-way. The Applicant planted various low shrubs, privacy hedges along the northern property line and western half of the southern property line, and various trees. Though Staff has not received concerns from neighbors regarding possible view obstruction from the new landscaping, the planting plan includes various maintenance notes to manage vegetation heights. For example, some species

have mature heights that would greatly exceed proposed maintenance height listed on the planting plan. Although the maintenance heights appear to be compatible with neighboring properties and considerate of scenic views, the City Council may wish to consider including a condition of approval to require private vegetation maintenance easements with adjacent property owners to ensure the proposed maintenance continues in perpetuity.

In compliance with the water efficient landscape regulations, the Applicant is required to submit a landscape construction plan, and an inspection will be performed by the City's third-party landscape consultant to verify consistency on site with the approved plan.

#### Roads, Pedestrian Walkways, Parking, and Storage Areas:

The two required off-street parking spaces for the single-family residence are provided in the existing three-car garage. A new entry walkway was constructed from Barbara Avenue to the front door and a secondary walkway steps down from the front yard to the driveway. The Applicant also constructed a walkway from the driveway to the rear yard.

#### Grading:

Site grading has been completed to construct new walkways and a raised, level yard area. The approximate grading quantities consist of 28.5 cubic yards of cut, 92.5 cubic yards of fill, 10 cubic yards of excavation for footings, and 64 cubic yards of import. The grading results in an aggregate grading quantity of 131 cubic yards. The existing retaining walls and rear slopes have been maintained with the completed work.

#### Lighting:

A condition of project approval requires that all new exterior lighting fixtures comply with the City-Wide Lighting Regulations of the Zoning Ordinance (SBMC 17.60.060). All light fixtures shall be shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding area.

#### Usable Open Space:

The project consists of yard improvements to a developed single-family lot. Usable open space and recreational facilities are not required according to SBMC Section 17.20.040.

#### Hillside Overlay Zone Development Review Criteria:

The property is located within the Barbara Avenue Hillside, which is one of two of the 23 areas designated as HOZ slopes that exist in an unnatural condition. As such, limited grading and other development activity may be permitted in these areas provided that the activity is in compliance with the supplemental submittal and review techniques of the SBMC section 17.48.020.G. Development activity within the Barbara Avenue Hillside area shall only be allowed if the Council can make the following findings:

1. *The development activity meets the intent of all performance standards set forth herein;*
2. *The development has been designed so that its visibility has been effectively minimized and integrated in the natural surroundings to the extent feasible;*
3. *Soil erosion and site disturbance has been effectively minimized;*
4. *Drainage patterns have been preserved;*
5. *Potential impacts upon existing adjacent residential development have been minimized to the extent feasible;*
6. *Development has been sited so that it is compatible with existing surrounding development in terms of height, bulk and scale;*
7. *Adequate drainage and utility facilities are available to serve the subject property, while maintaining sufficient levels of services for existing development;*
8. *Potential lighting and noise impacts upon existing adjacent residential development has been effectively minimized;*
9. *The cumulative visual impact of the development activity, as viewed from west to east, has been effectively mitigated.*

In addition to the review criteria set forth in SBMC 17.48.010, Development Review Permits in the Barbara Avenue HOZ shall meet the intent of the following performance-based review criteria:

1. Site Design
2. Building Form
3. Fences and Retaining Walls
4. Color and Materials
5. Vegetation
6. Lighting
7. Noise

#### Site Design

*The site design should incorporate the existing natural features and terrain taking into consideration the contours of the land. The building form should follow the natural contours of the land. The site design and structure should take into consideration the impacts on privacy and views of neighboring properties. Window placement, landscaping, deck and other accessory structure placement should be carefully planned to ensure adjacent properties are not compromised.*

The completed grading work could be found to blend with the existing features and terrain, while creating a usable yard area between the existing residence and the lower protected slope located in the landscape buffer.

#### Building Form

*The slopes of the roof should follow the natural contours (i.e., oriented in the same direction as the slope). The bulk of the building should be broken up by incorporating varied roof heights rather than having just one or two massive roof planes. Expansive facades shall be avoided by offsetting walls and architectural elements to produce patterns of light and shade. Second stories shall be set back from the first floor as specified herein to step with the slope so that bulk is minimized.*

The existing residence will be maintained with the subject project.

#### Fences and Retaining Walls

*Solid fencing should be avoided where visible to the public. Retaining walls should be landscaped so that they blend with surroundings and reduce visual impacts.*

The existing retaining walls and fences along the rear and side property lines have been maintained. A new fence was added through the yard area to enclose the swim spa and private rear yard.

#### Color and Materials

*Exterior colors of all structures shall use natural dark, or earth tones. Light, bright and reflective materials are to be avoided.*

The existing residence will be maintained with the subject project.

#### Vegetation

*Vegetation shall be used to blend structures with the surrounding landscape, soften the impact of development on manufactured slopes, and provide erosion control. Landscaping shall be used to screen views of down slope elevations. Landscaping material shall consist of native or naturalized plant material that blends naturally with the landscape and provides screening. An irrigation system that utilizes water and energy conservation techniques, sufficient to establish, and if required, facilitate revegetation and minimize erosion shall be used. Required rear yard landscape buffer areas shall be planted with land material that is sufficient in size and quantity to adequately buffer and screen views from down slope elevations to minimize impacts within existing adjacent residential development. Landscaping shall not exceed the height of adjacent rooflines, either when installed or when they reach maturity.*

SBMC 17.48.020(H)(3) requires that slopes that exist in an unnatural condition provide a minimum 20-foot landscaped buffer area along the rear property line to provide visual screening for adjacent residents to the west, as well as minimize view blockage for residents to the east. The existing landscaping along the rear slope and the Patty Hill Drive public right-of-way has been maintained. The remainder of the lot was replanted with a variety of shrubs, hedges along the northern property line, and trees located both in the adjacent public right-of-way and on the subject site. Artificial turf was also installed in the yard area. The portion of artificial turf that encroaches into the landscape buffer will be removed as a condition of approval.

### Lighting

*All exterior lighting shall be designed pursuant to SBMC 17.48.010(F)(8).*

A condition of project approval includes that all new exterior lighting fixtures comply with the City-Wide Lighting Regulations of the Zoning Ordinance (SBMC 17.60.060). All light fixtures shall be shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding area.

### Noise

*Noise levels shall not exceed the dBA levels set forth in the city of Solana Beach noise ordinance. Intervening structures may be required to be incorporated into the site design to minimize noise impacts.*

A condition of project approval includes that the Applicant will be required to comply with the regulations of the noise ordinance of SMBC 7.34.

### Scenic Area Overlay Zone (SAOZ) Compliance:

The purpose of the specific requirements of the SAOZ is to regulate development in areas of high scenic value to preserve and enhance the scenic resources present within, and adjacent to, such areas and to assure the exclusion of incompatible uses and structures. It is further recognized that the preservation and enhancement of scenic resources within the City of Solana Beach provides important social, recreation, and economic benefits for both residents and visitors. Specific review criteria are required for properties within the designated areas of the SAOZ. These are established to ensure that proposed development does not interfere with or degrade those visual features of the site or adjacent sites that contribute to its scenic attractiveness, as viewed from the scenic highway or the adjacent scenic, historic, or recreational resource. The following specific criteria shall be evaluated when they are applicable:

1. Building Characteristics
2. Building and Structure Placement
3. Landscaping
4. Roads, Pedestrian Walkways, Parking and Storage Areas
5. Aboveground Utilities

6. Grading
7. Signs
8. Lighting

An application for development in the SAOZ also requires submittal of a view analysis consisting of an accurate representation of the development as viewed from at least three separate and critical points exterior to the development site and which show the treatment of the scenic resources present on the site as related to those resources which are adjacent to the site. The view analysis is provided in Attachment 3. The following is a review according to the development review criteria listed above.

#### Building Characteristics

*All development shall be compatible with the topography, vegetation and colors of the natural environment and with the scenic, historic and recreation resources of the designated areas.*

The subject yard improvements are consistent with those found on other properties located in the Barbara Avenue hillside.

#### Building and Structure Placement

*The placement of buildings and structures shall not detract from the visual setting or obstruct significant views, and shall be compatible with the topography of the site and adjacent areas. In prime viewshed areas designated in the general plan, building and structures should not be placed along bluff-top silhouette lines or on the adjacent slopes within view from a lagoon area, but should be clustered along the bases of the bluffs and on the mesa tops set back from the bluff-top silhouette lines. Buildings and structures should be sited to provide unobstructed view corridors from the nearest scenic highway, or view corridor road. These criteria may be modified when necessary to mitigate other overriding environmental considerations such as protection of habitat or wildlife corridors.*

The existing residence will be maintained with the subject project.

#### Landscaping

*The removal of native vegetation shall be minimized and the replacement vegetation and landscaping shall be compatible with the vegetation of the designated area. Landscaping and plantings shall be used to the maximum extent practicable to screen those features listed in paragraphs (F)(4), (5) and (6) of this subsection. Landscaping and plantings shall not obstruct significant views, either when installed or when they reach mature growth.*

The new landscaping would screen the yard from adjacent properties and the Patty Hill Drive public right-of-way.

Roads, Pedestrian Walkways, Parking and Storage Areas.

*Any development involving more than one building or structure shall provide common access roads and pedestrian walkways. Parking and outside storage areas shall be screened from view, to the maximum extent feasible, from either the scenic highway or the adjacent scenic, historic, or recreational resource. Acceptable screening methods shall include, but are not limited to, the use of existing topography, the strategic placement of buildings and structures, or landscaping and plantings which harmonize with the natural landscape of the designated area.*

The project includes replacement walkways to access the existing residence from Barbara Avenue and the driveway.

#### Aboveground Utilities

*Utilities shall be constructed and routed underground except in those situations where natural features prevent undergrounding or where safety considerations necessitate aboveground construction and routing.*

The existing utility services are undergrounded.

#### Grading

*The alteration of the natural topography of the site shall be minimized and shall avoid detrimental effects to the visual setting of the designated area and the existing natural drainage system. Alterations of the natural topography shall be screened from view from either the scenic highway or the adjacent scenic, historic, or recreational resource by landscaping and plantings which harmonize with the natural landscape of the designated area, except when such alterations add variety to or otherwise enhance the visual setting of the designated area. However, design emphasis shall be placed on preserving the existing quality of scenic resources rather than concealment of disturbances or replacement in kind. In portions of the scenic area overlay zone containing sensitive lands, grading may be severely restricted or prohibited.*

The existing retaining walls step the grade from east to west and preserve the steep slopes in the rear yard and planting area. The subject grading work includes raising the yard area by approximately one foot to create a relatively flat outdoor area adjacent to the swim spa and surrounding deck. Additional grading was performed in the front yard to reconfigure the secondary walkway from the front yard to the driveway.

#### Signs

*Off-site signs shall be prohibited in areas subject to the scenic area overlay zone, except temporary real estate signs pursuant to SBMC 17.64.060. The number, size, location, and design of all other signs shall be consistent with the Comprehensive Sign Ordinance (Chapter 17.64 SBMC) and shall not detract from the visual setting of the designated area or obstruct significant views.*

The project consists of site improvements to a developed lot; therefore, signs are not proposed as part of the development.

## Lighting

*The interior and exterior lighting of the buildings and structures and the lighting of signs, roads and parking areas shall be compatible with the lighting permitted in the designated area. All exterior lighting, including lighting in designated “dark sky” areas, shall be in conformance with SBMC 17.60.060 (Exterior Lighting Regulations).*

A condition of project approval includes that all new exterior lighting fixtures comply with the City-Wide Lighting Regulations of the Zoning Ordinance (SBMC 17.60.060). All light fixtures shall be shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding area.

## **Property Frontage and Public Right-of-Way Improvements:**

The existing property frontage is improved with a six-foot-wide decorative paving area along Barbara Avenue, which is graded at a maximum of two percent from the property line down toward the curb as well as a planting area, which is graded at a maximum of two percent from the property line down toward the curb. The property frontage on Patty Hill Drive has a curb, gutter, and sidewalk. If approved, the Applicant will be required to construct a brooks box area drain, picket fence, and a storm drain pipe connecting to a sidewalk underdrain pipe.

## **Public Hearing Notice:**

Notice of the City Council Public Hearing for the project was published in the Union Tribune more than 10 days prior to the public hearing. The same public notice was mailed to property owners and occupants within 300 feet of the proposed project site on January 16, 2025. As of the publication of this Staff Report, no correspondence or inquiries regarding the proposed project have been received.

## **CEQA COMPLIANCE STATEMENT:**

The project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301 of the State CEQA Guidelines. Class one consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use.

## **FISCAL IMPACT:** N/A

## **WORK PLAN:** N/A

## **OPTIONS:**



- Approve Staff recommendation adopting the attached Resolution 2025-007.
- Approve Staff recommendation subject to additional specific conditions necessary for the City Council to make all required findings for the approval of a DRP.
- Deny the project if all required findings for the DRP cannot be made.


**DEPARTMENT RECOMMENDATION:**

The proposed project meets the minimum zoning requirements under the SBMC, may be found to be consistent with the General Plan, and may be found, as conditioned, to meet the discretionary findings and supplemental regulations required to approve a DRP in the HOZ and SAOZ. Therefore, should the City Council be able to make the findings to approve the DRP, Staff recommends that the City Council:

1. Conduct the Public Hearing: Open the Public Hearing, Report Council Disclosures, Receive Public Testimony, and Close the Public Hearing.
2. Find the project exempt from the California Environmental Quality Act pursuant to Section 15301 of the State CEQA Guidelines; and
3. If the City Council makes the requisite findings and approves the project, adopt Resolution 2025-007 conditionally approving a DRP to legalize unpermitted site improvements including grading, drainage, hardscape, landscaping, fences and walls, a deck, and a swim spa at 705 Barbara Avenue, Solana Beach.

**CITY MANAGER'S RECOMMENDATION:**

Approve Department Recommendation.

  
Alyssa Muto, City Manager

Attachments:

1. Resolution 2025-007 – DRP
2. Project Plans
3. View Analysis

## RESOLUTION 2025-007

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, CONDITIONALLY APPROVING A DEVELOPMENT REVIEW PERMIT TO LEGALIZE UNPERMITTED SITE IMPROVEMENTS AT 705 BARBARA AVENUE, SOLANA BEACH, APN: 263-091-07

**APPLICANT: DALE WATKINS**  
**APPLICATION: DRP23-013**

**WHEREAS**, Dale Watkins (hereinafter referred to as “Applicant”), has submitted an application for a Development Review Permit (DRP) pursuant to Title 17 (Zoning) of the Solana Beach Municipal Code (SBMC); and

**WHEREAS**, the Public Hearing was conducted pursuant to the provisions of Solana Beach Municipal Code Section 17.72.030; and

**WHEREAS**, at the Public Hearing on January 29, 2025, the City Council received and considered evidence concerning the proposed application; and

**WHEREAS**, the City Council found the application request exempt from the California Environmental Quality Act pursuant to Section 15301 of the State CEQA Guidelines; and

**WHEREAS**, this decision is based upon the evidence presented at the Hearing, and any information the City Council gathered by viewing the site and the area as disclosed at the Hearing.

**NOW THEREFORE**, the City Council of the City of Solana Beach, California, does resolve as follows:

- I. That the foregoing recitations are true and correct.
- II. That the request for a DRP to legalize unpermitted site improvements including grading, drainage, hardscape, landscaping, fences and walls, a deck, and a swim spa at 705 Barbara Avenue is conditionally approved based upon the following Findings and subject to the following Conditions:

#### III. FINDINGS

- A. In accordance with Section 17.68.040 (Development Review Permit) of the City of Solana Beach Municipal Code, the City Council finds the following:
  - I. *The proposed project is consistent with the General Plan and all applicable requirements of SBMC Title 17 (Zoning Ordinance), including special regulations, overlay zones and specific plans.*

General Plan Consistency: The General Plan designates the property as Low Density Residential and is intended for single-family residential development at a maximum density of three dwelling units per acre. The project proposes to maintain the existing single-family residence located on the property. Therefore, the project is consistent with the intended development in the General Plan. The proposed development is found to be consistent with the objectives of the General Plan as it encourages the development and maintenance of healthy residential neighborhoods, the stability of transitional neighborhoods, and the rehabilitation of deteriorated neighborhoods.

Specific Plans and Special Overlays: The property is located in the Hillside Overlay Zone (HOZ), Scenic Area Overlay Zone (SAOZ), Scaled Residential Overlay Zone (SROZ), and Coastal Zone.

Hillside Overlay Zone (HOZ): The subject property is located in the HOZ and specifically within the Barbara Avenue hillside, where slopes in excess of 25 percent inclination exist in an unnatural condition. The purpose of the HOZ is to restrict the grading and development of natural slopes with an inclination of 25 percent or greater in order to preserve natural topography and scenic qualities of the city, protect native habitat and watersheds, and reduce the potential for environmental hazards. However, limited grading and other development activity may be permitted in the unnatural Barbara Avenue hillside provided that the activity is in compliance with the supplemental development regulations outlined in SBMC Section 17.48.020(H), which outline specific rear yard setbacks for structures, permitted accessory encroachments, a required rear yard landscape buffer, and grading limitations. Analysis of the project's consistency with the provisions of the HOZ are provided later in this resolution.

Scenic Area Overlay Zone (SAOZ): The purpose of the SAOZ is to regulate development in areas of high scenic value to preserve and enhance the scenic resources present within and adjacent to such areas and to assure the exclusion of incompatible uses and structures. It is further recognized that the preservation and enhancement of scenic resources within the City of Solana Beach provides important social, recreation, and economic benefits for both residents and visitors alike. Specific review criteria are required for properties within designated areas of the SAOZ to ensure that proposed development does not interfere with or degrade those visual features of the site or adjacent sites that contribute to its scenic, historic, or recreational resource. Analysis of the project's consistency with the provisions of the SAOZ are provided later in this Resolution.

Coastal Zone: The entire City of Solana Beach is located within the Coastal Zone. As a condition of project approval, the Applicant will be required to obtain a Coastal Development Permit, Waiver, or Exemption

from the California Coastal Commission prior to the issuance of building or grading permits.

Zoning Ordinance Consistency: SBMC Section 17.20.010(B) specifies that the LR Zone is intended for residential development in areas characterized by detached single-family homes on older subdivided lots. SBMC Section 17.20.030 outlines property development regulations including setbacks, floor area, building height, parking, fences, and landscape. The development regulations applicable to the proposed project are analyzed below:

**Minimum Yards/Setbacks**: Minimum yard dimensions (setbacks) for the property are determined by the setback designator indicated on the City of Solana Beach official zoning map. The setback designator for the subject property is “c”, which requires 25-foot front and rear yard setbacks, 10-foot interior side yard setbacks, and 10-foot street side yard setbacks. The Barbara Avenue public right-of-way is greater than 55 feet in width, therefore, the required front yard setback is reduced to 20 feet. Also, alternative rear yard setback requirements apply to properties located in the HOZ with unnatural slopes.

Pursuant to SBMC Section 17.20.030(D)(1)(b), lots that front on a “public right-of-way 55 feet or greater in width, the minimum required front yard shall be reduced to 20 feet.” The public right-of-way of Barbara Avenue is 60 feet wide, therefore, the required front yard setback would be reduced to 20 feet. Additionally, the HOZ includes supplemental development regulations for the western portion of properties located in the Barbara Avenue hillside unnatural slopes (SBMC Section 17.48.020(H)), including increased rear yard setbacks for structures, which the existing residence and attached deck comply with.

The supplemental development regulations also require a 20-foot landscape buffer area along the rear property line, where grading is prohibited, and landscaping is required to provide visual screening for adjacent neighbors to the west. Immediately adjacent to the landscape buffer is an additional 20-foot wide “yard area” where grading is permitted to allow an avenue for the creation of a usable play area. Accessory structures less than 42 inches in height as well as play structures are permitted in this area.

The Applicant added fill soil to raise the yard area approximately one foot and constructed an above-grade swim spa and surrounding deck. The swim spa and deck are less than 42 inches in height measured above the (lower) pre-existing grade of the yard area and comply with the accessory structure regulations. New landscaping was installed throughout the property including in the yard area and landscape buffer. Artificial turf was installed in the yard area west of the swim spa deck and hardscape. The turf encroaches into the landscape buffer, which

has been determined by Staff to be inconsistent with the landscape buffer provisions and, therefore, is required to be removed with the project. As conditioned, the project would be consistent with the applicable setbacks.

#### Fences, Walls and Retaining Walls:

Within the front yard setback, the SBMC Section 17.20.040(O) allows fences and walls, or any combination thereof, to be no higher than 42 inches in height as measured from existing grade, except for an additional 2 feet that is at least 80% open to light. Fences, walls and retaining walls located within the rear and interior side yards are allowed to be up to 6 feet in height with an additional 2 feet that is 50% open to light and air. Additionally, fences in the Barbara Avenue hillside are limited to 42 inches in height, except for required safety fencing.

Existing fencing along the property lines will remain in place with the project. The Applicant is requesting approval of 5-foot-tall fence that would meet required pool fencing requirements.

Currently, the plans show fences and walls that comply with the requirements of SBMC 17.20.040(O) and 17.60.070(C). If the Applicant decides to modify any of the proposed fences and walls or construct additional fences and walls on the project site, a condition of project approval requires compliance with the Municipal Code.

#### Landscape:

The project is subject to the current water efficient landscaping regulations of SBMC Chapter 17.56. A Landscape Documentation Package is required for new development projects with an aggregate landscape equal to or greater than 500 square feet requiring a building permit, plan check, or development review. The Applicant provided a conceptual landscape plan that has been reviewed by the City's third-party landscape architect, who has recommended approval. The Applicant will be required to submit detailed construction landscape drawings that will be reviewed by the City's third-party landscape architect for conformance with the approved plan. In addition, the City's consultant will perform an inspection during the construction phase of the project.

*II. The proposed development complies with the following development review criteria set forth in Solana Beach Municipal Code Section 17.68.040(F):*

- a. Relationship with Adjacent Land Uses: The development shall be designed in a manner compatible with and where feasible, complimentary to existing and potential development in the*

*immediate vicinity of the project site. Site planning on the perimeter of the development shall give consideration to the protection of surrounding areas from potential adverse effects, as well as protection of the property from adverse surrounding influences.*

The property is located within the LR Zone. Adjacent properties to the north, east, and southwest are also located within the LR Zone and adjacent properties to the northwest are located in the Midori Court Specific Plan. All surrounding properties are developed with one- and two-story single-family residences. Other properties on the west side of the 700 Block of Barbara Avenue are also located in the Barbara Avenue hillside of the HOZ and subject to the same development regulations as the subject property. The proposed project is, therefore, consistent with the adjacent properties.

- b. *Building and Structure Placement: Buildings and structures shall be sited and designed in a manner which visually and functionally enhances their intended use.*

The subject accessory structures are less than 42 inches in height, located outside of the ten-foot side yard and street side yard setbacks, and comply with the accessory structure limitations of the HOZ.

The project could be found to be sited and designed to minimize adverse impacts on the surrounding properties by the limited appearance of the accessory structures.

- c. *Landscaping: The removal of significant native vegetation shall be minimized. Replacement vegetation and landscaping shall be compatible with the vegetation of the surrounding area. Trees and other large plantings shall not obstruct significant views when installed or at maturity.*

The subject landscape plan maintains existing perimeter trees and shrubs along the rear property line and Patty Hill Drive public right-of-way. The Applicant planted various low shrubs, a privacy hedge along the northern property line, and various trees.

In compliance with the water efficient landscape regulations, the Applicant is required to submit a landscape construction plan and an inspection will be performed by the City's third-party landscape consultant to verify consistency on site with the approved plan.

- d. *Roads, Pedestrian Walkways, Parking and Storage Areas: Any development involving more than one building or structure shall provide common access roads and pedestrian walkways. Parking and outside storage areas, where permitted, shall be screened from view to the extent feasible, by existing topography, by the placement of buildings and structures, or by landscaping and plantings.*

The two required off-street parking spaces for the single-family residence are provided in the existing three-car garage. A new entry walkway was constructed from Barbara Avenue to the front door and a secondary walkway steps down from the front yard to the driveway. The Applicant also constructed a walkway from the driveway to the rear yard.

- e. *Grading: To the extent feasible, natural topography and scenic features of the site shall be retained and incorporated into the proposed development. Any grading or earth-moving operations in connection with the proposed development shall be planned and executed so as to blend with the existing terrain both on and adjacent to the site. Existing exposed or disturbed slopes shall be landscaped with native or naturalized non-native vegetation and existing erosion problems shall be corrected.*

Site grading has been completed to construct new walkways and a raised, level yard area. The approximate grading quantities consist of 28.5 cubic yards of cut, 92.5 cubic yards of fill, 10 cubic yards of excavation for footings, and 64 cubic yards of import. The grading results in an aggregate grading quantity of 131 cubic yards. The existing retaining walls and rear slopes have been maintained with the completed work.

- f. *Lighting: Light fixtures for walkways, parking areas, driveways, and other facilities shall be provided in sufficient number and at proper locations to assure safe and convenient nighttime use. All light fixtures shall be appropriately shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding areas per SBMC 17.60.060 (Exterior Lighting Regulations).*

A condition of project approval requires that all new exterior lighting fixtures comply with the City-Wide Lighting Regulations of the Zoning Ordinance (SBMC 17.60.060). All light fixtures shall be shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding area.

- g. Usable Open Space: Recreational facilities proposed within required usable open space shall be located and designed to maintain essential open space values.*

The project consists of yard improvements to a developed single-family lot. Usable open space and recreational facilities are not required according to SBMC Section 17.20.040.

- III. All required permits and approvals including variances, conditional use permits, comprehensive sign plans, and coastal development permits have been obtained prior to or concurrently with the development review permit.*

All required permits, including a Structure Development Permit, are being processed concurrently with the Development Review Permit.

- IV. If the development project also requires a permit or approval to be issued by a state or federal agency, the city council may conditionally approve the development review permit upon the Applicant obtaining the required permit or approval from the other agency.*

The Applicant is required to obtain approval from the California Coastal Commission prior to issuance of Building and Grading Permits.

- B. In accordance with Section 17.48.020 (Hillside Overlay Zone) of the Solana Beach Municipal Code, the City Council finds the following:**

- I. The development activity meets the intent of all performance standards set forth herein for slopes the exist in a unnatural condition:*

- a. Site Design. The site design should incorporate the existing natural features and terrain taking into consideration the contours of the land. The building form should follow the natural contours of the land. The site design and structure should take into consideration the impacts on privacy and views of neighboring properties. Window placement, landscaping, deck and other accessory structure placement should be carefully planned to ensure adjacent properties are not compromised.*

The completed grading work is found to blend with the existing features and terrain, while creating a usable yard area between the existing residence and the lower protected slope located in the landscape buffer.

- b. Building Form. The slopes of the roof should follow the natural contours (i.e., oriented in the same direction as the slope). The bulk of the building should be broken up by incorporating varied roof heights rather than having just one or two massive roof*



*planes. Expansive facades shall be avoided by offsetting walls and architectural elements to produce patterns of light and shade. Second stories shall be set back from the first floor as specified herein to step with the slope so that bulk is minimized.*

The existing residence will be maintained with the subject project.

- c. *Fences and Retaining Walls. Solid fencing should be avoided where visible to the public. Retaining walls should be landscaped so that they blend with surroundings and reduce visual impacts.*

The existing retaining walls and fences along the rear and side property lines have been maintained. A new fence was added through the yard area to enclose the swim spa and private rear yard.

- d. *Color and Materials. Exterior colors of all structures shall use natural dark, or earth tones. Light, bright and reflective materials are to be avoided.*

The existing residence will be maintained with the subject project.

- e. *Vegetation. Vegetation shall be used to blend structures with the surrounding landscape, soften the impact of development on manufactured slopes, and provide erosion control. Landscaping shall be used to screen views of down slope elevations. Landscaping material shall consist of native or naturalized plant material that blends naturally with the landscape and provides screening. An irrigation system that utilizes water and energy conservation techniques, sufficient to establish, and if required, facilitate revegetation and minimize erosion shall be used. Required rear yard landscape buffer areas shall be planted with land material that is sufficient in size and quantity to adequately buffer and screen views from down slope elevations to minimize impacts within existing adjacent residential development. Landscaping shall not exceed the height of adjacent rooflines, either when installed or when they reach maturity.*

SBMC 17.48.020(H)(3) requires that slopes that exist in an unnatural condition provide a minimum 20-foot landscaped buffer area along the rear property line to provide visual screening for adjacent residents to the west, as well as minimize view blockage for residents to the east. The existing landscaping along the rear slope and the Patty Hill Drive public right-of-way has been maintained. The remainder of the lot was replanted with a variety of shrubs, hedges along the northern property line,

and trees located both in the adjacent public right-of-way and on the subject site. Artificial turf was also installed in the yard area. The portion of artificial turf that encroaches into the landscape buffer will be removed as a condition of approval.

- f. *Lighting. All exterior lighting shall be designed pursuant to SBMC 17.48.010(F)(8).*

A condition of project approval includes that all new exterior lighting fixtures comply with the City-Wide Lighting Regulations of the Zoning Ordinance (SBMC 17.60.060). All light fixtures shall be shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding area.

- g. *Noise. Noise levels shall not exceed the dBA levels set forth in the city of Solana Beach noise ordinance. Intervening structures may be required to be incorporated into the site design to minimize noise impacts.*

A condition of project approval includes that the Applicant will be required to comply with the regulations of the noise ordinance of SMBC 7.34.

- II. *The development has been designed so that its visibility has been effectively minimized and integrated in the natural surroundings to the extent feasible;*
- III. *Soil erosion and site disturbance has been effectively minimized;*
- IV. *Drainage patterns have been preserved;*
- V. *Potential impacts upon existing adjacent residential development have been minimized to the extent feasible;*
- VI. *Development has been sited so that it is compatible with existing surrounding development in terms of height, bulk and scale;*
- VII. *Adequate drainage and utility facilities are available to serve the subject property, while maintaining sufficient levels of services for existing development;*
- VIII. *Potential lighting and noise impacts upon existing adjacent residential development has been effectively minimized;*
- IX. *The cumulative visual impact of the development activity, as viewed from west to east, has been effectively mitigated.*

C. In accordance with Section 17.48.010 (Scenic Area Overlay Zone) of the Solana Beach Municipal Code, the City Council finds the proposed development complies with the following development review criteria:

*I. Building Characteristics. All development shall be compatible with the topography, vegetation and colors of the natural environment and with the scenic, historic and recreation resources of the designated areas.*

The subject yard improvements are consistent with those found on other properties located in the Barbara Avenue hillside, which include pools and other outdoor amenities, minor grading for a usable yard area, and landscaping.

*II. Building and Structure Placement. The placement of buildings and structures shall not detract from the visual setting or obstruct significant views, and shall be compatible with the topography of the site and adjacent areas. In prime viewshed areas designated in the general plan, building and structures should not be placed along bluff-top silhouette lines or on the adjacent slopes within view from a lagoon area, but should be clustered along the bases of the bluffs and on the mesa tops set back from the bluff-top silhouette lines. Buildings and structures should be sited to provide unobstructed view corridors from the nearest scenic highway, or view corridor road. These criteria may be modified when necessary to mitigate other overriding environmental considerations such as protection of habitat or wildlife corridors.*

The existing residence will be maintained with the subject project.

*III. Landscaping. The removal of native vegetation shall be minimized and the replacement vegetation and landscaping shall be compatible with the vegetation of the designated area. Landscaping and plantings shall be used to the maximum extent practicable to screen those features listed in paragraphs (F)(4), (5) and (6) of this subsection. Landscaping and plantings shall not obstruct significant views, either when installed or when they reach mature growth.*

The new landscaping would screen the yard from adjacent properties and the Patty Hill Drive public right-of-way and harmonizes with the natural landscape of the designated area.

*IV. Roads, Pedestrian Walkways, Parking and Storage Areas. Any development involving more than one building or structure shall provide common access roads and pedestrian walkways. Parking and outside storage areas shall be screened from view, to the maximum extent feasible, from either the scenic highway or the adjacent scenic, historic, or recreational resource. Acceptable screening methods shall include, but are not limited to, the use of existing topography, the strategic*

*placement of buildings and structures, or landscaping and plantings which harmonize with the natural landscape of the designated area.*

The project includes yard improvements on a lot developed with a single-family residence. Therefore, this finding is not relative.

- V. *Aboveground Utilities. Utilities shall be constructed and routed underground except in those situations where natural features prevent undergrounding or where safety considerations necessitate aboveground construction and routing.*

The existing utility services are undergrounded.

- VI. *Grading. The alteration of the natural topography of the site shall be minimized and shall avoid detrimental effects to the visual setting of the designated area and the existing natural drainage system. Alterations of the natural topography shall be screened from view from either the scenic highway or the adjacent scenic, historic, or recreational resource by landscaping and plantings which harmonize with the natural landscape of the designated area, except when such alterations add variety to or otherwise enhance the visual setting of the designated area. However, design emphasis shall be placed on preserving the existing quality of scenic resources rather than concealment of disturbances or replacement in kind. In portions of the scenic area overlay zone containing sensitive lands, grading may be severely restricted or prohibited.*

The existing retaining walls step the grade from east to west and preserve the steep slopes in the rear yard and planting area. The subject grading work includes raising the yard area by approximately one foot to create a relatively flat outdoor area adjacent to the swim spa and surrounding deck. Additional grading was performed in the front yard to reconfigure the secondary walkway from the front yard to the driveway.

- VII. *Signs. Off-site signs shall be prohibited in areas subject to the scenic area overlay zone, except temporary real estate signs pursuant to SBMC 17.64.060. The number, size, location, and design of all other signs shall be consistent with the Comprehensive Sign Ordinance (Chapter 17.64 SBMC) and shall not detract from the visual setting of the designated area or obstruct significant views.*

The project consists of site improvements to a developed lot; therefore, signs are not proposed as part of the development.

- VIII. *Lighting. The interior and exterior lighting of the buildings and structures and the lighting of signs, roads and parking areas shall be compatible with the lighting permitted in the designated area. All exterior lighting,*

*including lighting in designated “dark sky” areas, shall be in conformance with SBMC 17.60.060 (Exterior Lighting Regulations).*

A condition of project approval includes that all new exterior lighting fixtures comply with the City-Wide Lighting Regulations of the Zoning Ordinance (SBMC 17.60.060). All light fixtures shall be shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding area.

#### IV. CONDITIONS

Prior to use or development of the property in reliance on this permit, the Applicant shall provide for and adhere to the following conditions:

A. Community Development Department Conditions:

- I. The Applicant shall pay required Fire Mitigation, Park Development, Public Use Facilities, and Public Facilities Impact Fees.
- II. Building, grading, and landscape construction plans shall be in substantial conformance with the project plans presented to the City Council on February 14, 2024, and located in the project file with a submittal date of January 26, 2024.
- III. Prior to requesting a framing inspection, the Applicant shall submit a height certificate prepared by a licensed land surveyor certifying that the maximum height of the proposed residence will not exceed 28.92 feet above the proposed grade (69.17 feet above MSL) in conformance with the plans as approved by the City Council on February 14, 2024.
- IV. Any proposed onsite fences, walls and retaining walls and any proposed railing located on top, or any combination thereof, shall comply with applicable regulations of SBMC Section 17.20.040 and 17.60.070 (Fences and Walls).
- V. The Applicant shall obtain required California Coastal Commission (CCC) approval of a Coastal Development Permit, Waiver or Exemption as determined necessary by the CCC, prior to the issuance of Building and Grading Permits.
- VI. The Applicant shall provide a full Landscape Documentation Package in compliance with SBMC Chapter 17.56 and in substantial conformance with the conceptual landscape plan included in the project plans presented to the City Council on January 29, 2025, prior to Building Permit issuance and consistent with the building construction and grading plans. The Applicant shall obtain and submit

landscape security in a form prescribed by the City Engineer in addition to the grading security. The landscape plan and installation will be reviewed and inspected by the City's third-party landscape professional. The landscape security deposit shall be released when applicable regulations have been satisfied, and the installation has passed inspection by the City's third-party landscape professional.

- VII. Native or drought tolerant and non-invasive plant materials and water conserving irrigation systems shall be incorporated into any proposed landscaping and compatible with the surrounding area to the extent feasible.
- VIII. All new exterior lighting fixtures shall be in conformance with the City-wide lighting regulations of the Zoning Ordinance (SBMC 17.60.060). All light fixtures shall be appropriately shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding area.
- IX. Construction vehicles shall be parked on the subject property at all times feasible. If construction activity prohibits parking on the subject property, the Applicant shall ensure construction vehicles are parked in such a way to allow sufficient vehicular access on the street and minimize impact to the surrounding neighbors.
- X. The Applicant shall connect to temporary electrical service as soon as feasible to the satisfaction of the City. The use of gas-powered generator(s) during construction activity is discouraged and shall be limited only to selective use at the discretion of the City.
- XI. The Applicant shall remove the artificial turf from the rear (west) 20 feet of the property in compliance with the HOZ provisions for the 20-foot landscape buffer.
- XII. The Applicant shall comply with the regulations of the noise ordinance of SMBC Section 7.34.
- XIII. The Applicant shall diligently pursue the issuance of permits and completion of inspections or Code Enforcement action will continue.
- XIV. Pursuant to SBMC 17.68.040 subsection K, the signed final development plan shall be the official site layout for the property and shall be attached to any application for a building permit for the subject property. Any subsequent revisions or changes to the final development plan as approved by the Council will require an amendment to the approved DRP.

B. Fire Department Conditions:

- I. OBSTRUCTION OF ROADWAYS DURING CONSTRUCTION: All roadways shall be a minimum of 20 feet in width during construction and maintained free and clear, including the parking of vehicles, in accordance with the California Fire Code and the Solana Beach Fire Department.
- II. ADDRESS NUMBERS: STREET NUMBERS: Approved numbers and/or addresses shall be placed on all new and existing buildings and at appropriate additional locations as to be plainly visible and legible from the street or roadway fronting the property from either direction of approach. Said numbers shall contrast with their background and shall meet the following minimum standards as to size: 4" high with a ½" inch stroke width for residential buildings, 8" high with a ½" stroke for commercial and multi-family residential buildings, 12" high with a 1" stroke for industrial buildings. Additional numbers shall be required where deemed necessary by the Fire Marshal, such as rear access doors, building corners, and entrances to commercial centers.

C. Engineering Department Conditions:

- I. The Applicant is required to obtain an Encroachment Permit in accordance with SBMC Section 11.20 for the frontage improvements in the public right-of-way listed below. The frontage improvements shall be done to the satisfaction of the City Engineer prior to the occupancy of the proposed project:
  - a. Proposed 18"x18" PCC Brook's Box or approved equal with removable steel cover.
  - b. Three-inch sidewalk underdrain pipe per SDRSD D-27.
  - c. Demolition of a portion of the concrete sidewalk to the nearest joint and reconstruction with four-inch PCC sidewalk per SDRSD G-7.

All proposed improvements within the public right-of-way shall comply with City standards including, but not limited to, the Off-Street Parking Design Manual.

- II. Best management practices shall be developed and implemented to manage storm water and non-storm water discharges from the site at all times during excavation and grading activities. Erosion prevention shall be emphasized as the most important measure for keeping sediment on site during excavation and grading activities. Sediment controls shall be used as a supplement to erosion prevention for keeping sediment on site.

- III. The Applicant shall record the Encroachment Maintenance Removal Agreement (EMRA) with the County of San Diego prior to the release of the Grading Bond and Security Deposit/Final Inspection of the Building Permit. The EMRA shall be recorded against this property for all private improvements in the public right-of-way including, but not limited to:
  - a. Proposed 18"x18" Brooks Box.
  - b. Existing retaining walls on Patty Hill frontage.
  - c. 5.5' high picket fence.
  - d. 6' wide decorative paving area.
  - e. Existing 6" storm drain pipe.
  - f. Proposed 3" sidewalk underdrain pipe per SDRSD D-27.
  - g. Concrete steps in Public ROW on Barbara Avenue frontage.
- IV. The Applicant shall complete to the satisfaction of the City Engineer all grading, paving, public improvements, landscaping, and drainage improvements.
- V. All construction demolition materials shall be recycled according to the City's Construction and Demolition recycling program and an approved Waste Management Plan shall be submitted.
- VI. Construction fencing shall be located on the subject property unless the Applicant has obtained an Encroachment Permit in accordance with chapter 11.20 of the SBMC which allows otherwise.

#### Grading Conditions

- VII. The Applicant shall obtain a Grading Permit in accordance with Chapter 15.40 of the Solana Beach Municipal Code. Conditions prior to the issuance of a Grading Permit shall include, but not be limited to, the following:
  - a. The Applicant shall obtain a grading plan prepared by a Registered Civil Engineer and approved by the City Engineer. On-site grading design and construction shall be in accordance with Chapter 15.40 of the Solana Beach Municipal Code.
  - b. The Applicant shall provide a Drainage Report prepared by a Registered Civil Engineer. The report shall provide a drainage discharge design which would represent the pre-existing condition to the maximum extent feasible. All recommendations



of this report shall be incorporated into the Preliminary Grading Plan.

- c. The Applicant shall show all retaining walls and drainage structures. Retaining walls shown on the grading plan shall conform to the San Diego Regional Standards or be designed by a licensed civil engineer. Engineering calculations for all designed walls with a surcharge and nonstandard walls shall be submitted at grading plan check. Retaining walls may not exceed the allowable height within the property line setback as determined by the City of Solana Beach Municipal Code. Contact the Community Development department for further information.
- d. The Applicant is responsible to protect the adjacent properties during construction. If any grading, construction activity, access or potential construction-related impacts are anticipated beyond the property lines, as determined by the City Engineer, the Applicant shall obtain a letter of permission from the adjoining property owners. All required letters of permission shall be submitted to the City Engineer prior to the issuance of the grading permit.
- e. Cut and fill slopes shall be set back from site boundaries and buildings in accordance with SBMC 15.40.140 and to the satisfaction of the City Engineer.
- f. The Applicant shall pay a grading plan check fee in accordance with the current Engineering Fee Schedule at initial grading plan submittal. Inspection fees shall be paid prior to issuance of the grading permit.
- g. The Applicant shall obtain and submit grading security in a form prescribed by the City Engineer.
- h. The Applicant shall obtain haul permit for import / export of soil. The Applicant shall transport all excavated material to a legal disposal site.
- i. The Applicant shall submit certification from the Engineer of Record and the Soils Engineer that all public or private drainage facilities and finished grades are functioning and are installed in accordance with the approved plans. This shall be accomplished by the Engineer of Record incorporating as-built conditions on the Mylar grading plans and obtaining signatures of the Engineer of Record and the Soils Engineer certifying the as-built conditions.

- j. An Erosion Prevention and Sediment Control Plan shall be prepared by the Applicant. Best management practices shall be developed and implemented to manage storm water and non-storm water discharges from the site at all times during excavation and grading activities. Erosion prevention shall be emphasized as the most important measure for keeping sediment on site during excavation and grading activities. Sediment controls shall be used as a supplement to erosion prevention for keeping sediment on site.
- k. The Applicant shall show all proposed on-site private drainage facilities intended to discharge water run-off. Elements of this design shall include a hydrologic and hydraulic analysis verifying the adequacy of the facilities and identify any easements or structures required to properly convey the drainage. The construction of drainage structures shall comply with the standards set forth by the San Diego Regional Standard Drawings.
- l. Post Construction Best Management Practices meeting City and RWQCB Order No. R9-2013-001 requirements shall be implemented in the drainage design.
- m. No increased cross lot drainage shall be allowed.

D. City Council Conditions:

- I. N/A

I. ENFORCEMENT

Pursuant to SBMC 17.72.120(B) failure to satisfy any and all of the above-mentioned conditions of approval is subject to the imposition of penalties as set forth in SBMC Chapters 1.16 and 1.18 in addition to any applicable revocation proceedings.

II. EXPIRATION

The Development Review Permit and Structure Development Permit for the project will expire 24 months from the date of this Resolution, unless the Applicant has obtained building permits and has commenced construction prior to that date, and diligently pursued construction to completion. An extension of the application may be granted by the City Council according to SBMC 17.72.110.

III. INDEMNIFICATION AGREEMENT

The Applicant shall defend, indemnify, and hold harmless the City, its agents, officers, and employees from any and all claims, actions, proceedings, damages,

judgments, or costs, including attorney’s fees, against the City or its agents, officers, or employees, relating to the issuance of this permit including, but not limited to, any action to attack, set aside, void, challenge, or annul this development approval and any environmental document or decision. The City will promptly notify the Applicant of any claim, action, or proceeding. The City may elect to conduct its own defense, participate in its own defense, or obtain independent legal counsel in defense of any claim related to this indemnification. In the event of such election, the Applicant shall pay all of the costs related thereto, including without limitation reasonable attorney’s fees and costs. In the event of a disagreement between the City and Applicant regarding litigation issues, the City shall have the authority to control the litigation and make litigation related decisions, including, but not limited to, settlement or other disposition of the matter. However, the Applicant shall not be required to pay or perform any settlement unless such settlement is approved by the Applicant.

NOTICE TO APPLICANT: Pursuant to Government Code Section 66020, you are hereby notified that the 90-day period to protest the imposition of the fees, dedications, reservations or other exactions described in this resolution commences on the effective date of this resolution. To protest the imposition of any fee, dedications, reservations or other exactions described in this resolution you must comply with the provisions of Government Code Section 66020. Generally the resolution is effective upon expiration of the tenth day following the date of adoption of this resolution, unless the resolution is appealed or called for review as provided in the Solana Beach Zoning Ordinance.

**PASSED AND ADOPTED** this 29<sup>th</sup> day of January 2025, at a regularly scheduled meeting of the City Council of the City of Solana Beach, California by the following vote:

AYES: Councilmembers –  
NOES: Councilmembers –  
ABSENT: Councilmembers –  
ABSTAIN: Councilmembers –

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LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

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JOHANNA N. CANLAS, City Attorney

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ANGELA IVEY, City Clerk

**PROJECT INFORMATION / LEGAL DESCRIPTION**

**PROJECT INFORMATION:**

**PROJECT LOCATION:** 705 Barbara Avenue  
Solana Beach, CA 92075

**LANDSCAPE ARCHITECT/DESIGNER:** Greg Wysong / Ian Tillyard  
Ian Tillyard Landscape Design, LLC  
1034 Santa Helena Park Court  
Solana Beach, CA 92075  
Tel: 858-350-3767

**APN:** 263-091-07-00

**ZONING:** LRc  
Hillside Overlay Zone  
Scenic Area Overlay Zone

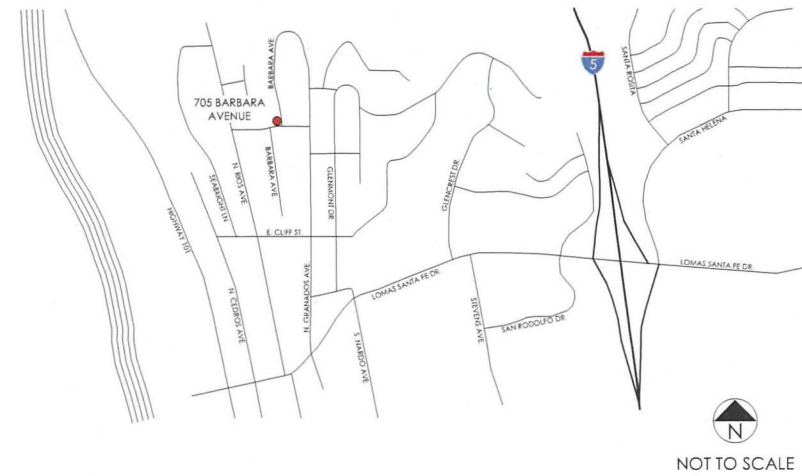
**LEGAL DESCRIPTION:** LOT 26 of Solana Heights  
Map No. 3521

**LEGAL OWNER:** Dale & Lisa Watkins  
705 Barbara Avenue  
Solana Beach, CA 92075

**CIVIL ENGINEER:** CE&LST Corporation  
171 Saxony Road, Ste. 213  
Encinitas, CA 92024  
Tel: 760-436-0660

**CONTRACTOR:** Mark Stangl Construction, Inc.  
824 San Luis Rey Ave.  
Coronado, CA 92118  
Tel: 619-250-2706

**LOCATION MAP**



**SHEET INDEX**

T1: TITLESHEET / LOCATION MAP  
S1: SITE PLAN  
L1: PLANT PLAN  
L2: PLANTING DETAILS & SPECIFICATIONS  
L3: IRRIGATION PLAN  
L4: IRRIGATION DETAILS  
L5: IRRIGATION DETAILS  
L6: IRRIGATION SPECIFICATIONS

PRELIMINARY GRADING PLAN (SHEET 1 OF 2)  
PRELIMINARY GRADING PLAN (SHEET 2 OF 2)

JN: 19-130 SLOPE ANALYSIS

**REVISIONS**

NO.	REV. DATE	BY



**GENERAL NOTES**

**LOT LINE / SITE SURVEY DISCLAIMER**

BOUNDARIES, EASEMENTS, AND EXISTING STRUCTURES OR FEATURES SHOWN ON THESE PLANS DO NOT REPRESENT LEGAL SURVEY OF THE PROPERTY NOR SHOULD IT BE USED OR REFERENCED IN DETERMINING REAL WORLD LAND OR PROPERTY INFORMATION. THE INFORMATION SHOWN, MINUS THE PROPOSED IMPROVEMENTS ON THE PROPERTY, ARE NOT ACCURATE AND A LEGAL SURVEY MAY BE REQUIRED WHEN MAKING OFFICIAL DETERMINATIONS OF BUILDING DEVELOPMENT, PERMITTING OR OTHER ACTIVITY. CONTACT THE APPROPRIATE CITY OR COUNTY AGENCY TO OBTAIN ORIGINAL SOURCE DOCUMENTS OR FOR OFFICIAL DETERMINATIONS. THIS INFORMATION HAS BEEN DEVELOPED FROM VARIOUS SOURCES AND ALTHOUGH EFFORTS HAVE BEEN MADE TO ENSURE ACCURACY AND RELIABILITY; ERRORS, OMISSIONS AND VARIABLE CONDITIONS ORIGINATING FROM COMPILATION AND SOURCES USED TO DEVELOP THE INFORMATION MAY BE REFLECTED HEREIN. IN ADDITION, LAND INFORMATION IS CONSTANTLY CHANGING AND THE MOST CURRENT OR ACCURATE DATA MIGHT NOT BE REPRESENTED. THE OWNER OR RECIPIENT ASSUMES THE ENTIRE RISK AS TO THE QUALITY, USE AND RELIABILITY OF THE INFORMATION DEPICTED. GREG WYSONG/IAN TILLYARD LANDSCAPE DESIGN, LLC. DOES NOT ACCEPT ANY LIABILITY FOR DAMAGES OR MISREPRESENTATION OF ANY KIND CAUSED BY INACCURACIES OF THE SITE INFORMATION SHOWN AND IN NO EVENT SHALL GREG WYSONG/IAN TILLYARD LANDSCAPE DESIGN, LLC. BE LIABLE FOR DIRECT, INDIRECT, INCIDENTAL, CONSEQUENTIAL OR SPECIAL DAMAGES OF ANY KIND. BY CONSTRUCTING ON-SITE IMPROVEMENTS WITHOUT THE INFORMATION PROVIDED BY A LEGAL SURVEY YOU HEREBY UNDERSTAND AND ACCEPT THE TERMS OF THIS DISCLAIMER.

**MAINTENANCE AND STANDARD NOTES**

- THE PROPERTY OWNER UNDERSTANDS AND AGREES THAT THEY ARE RESPONSIBLE TO GUARANTEE ALL LANDSCAPING AND IRRIGATION IS INSTALLED IN ACCORDANCE TO THE APPROVED PLANS.
- THE PROPERTY OWNER SHALL REPLACE ANY PLANT MATERIALS THAT DIES, IS DAMAGED, BECOMES DISEASED OR DISPLAYS AN UNHEALTHY APPEARANCE WITH PLANTS OF SIMILAR SIZE AND MATURITY AS DIRECTED BY THE ASSOCIATION.
- THE PROPERTY OWNER IS RESPONSIBLE FOR THE LONG-TERM PROJECT MAINTENANCE THAT WILL BE REQUIRED AFTER THE PROJECT IS COMPLETED, INCLUDING LANDSCAPE, IRRIGATION, DRAINAGE AND EROSION CONTROL. THE PROPERTY OWNER UNDERSTANDS AND AGREES THAT A LACK OF PROPER MAINTENANCE MAY RESULT IN DAMAGE TO PROPERTY OR PERSONS AND IT IS THE PROPERTY OWNER'S RESPONSIBILITY TO REPAIR DAMAGE AND MAINTAIN THE PROPERTY TO THE STANDARDS ESTABLISHED BY THE ASSOCIATION.
- THE PROPERTY OWNER SHALL BE RESPONSIBLE FOR ALL STORM WATER MANAGEMENT, EROSION CONTROL AND DUST CONTROL DURING AND AFTER CONSTRUCTION TO MEET THE STANDARDS ESTABLISHED BY THE CITY OF SOLANA BEACH AND/OR ASSOCIATION. THE PROPERTY OWNER SHALL EMPLOY ADDITIONAL EROSION CONTROL AND SEDIMENT CONTROL MEASURES AT THE REQUEST OF THE ASSOCIATION.

**GENERAL CONSTRUCTION NOTES**

- CONTRACTOR SHALL NOT WILLFULLY PROCEED WITH CONSTRUCTION AS DESIGNED WHEN IT IS OBVIOUS THAT UNKNOWN OBSTRUCTIONS AND/OR GRADE DIFFERENCES EXIST THAT MAY NOT HAVE BEEN KNOWN DURING DESIGN. SUCH CONDITIONS SHALL BE IMMEDIATELY BROUGHT TO THE ATTENTION OF THE LANDSCAPE ARCHITECT AND THE CITY/COUNTY REP. FAILURE TO GIVE SUCH NOTIFICATION SHALL RESULT IN THE CONTRACTOR ASSUMING FULL RESPONSIBILITY FOR ALL NECESSARY REVISIONS.
- CONTRACTOR SHALL BE RESPONSIBLE FOR MAKING HIMSELF/HERSELF FAMILIAR WITH ALL UNDERGROUND UTILITIES, PIPES AND STRUCTURES. CONTRACTOR SHALL TAKE SOLE RESPONSIBILITY FOR COST INCURRED DUE TO DAMAGE AND REPLACEMENT OF SAID UTILITIES.
- CONTRACTOR SHALL BE RESPONSIBLE FOR ANY COORDINATION WITH OTHER SUB-CONTRACTORS AS REQUIRED TO ACCOMPLISH CONSTRUCTION OPERATIONS.
- CONTRACTOR SHALL COORDINATE IRRIGATION SLEEVE LOCATIONS UNDER PAVED AREAS AS REQUIRED. REFER TO IRRIGATION PLANS.
- PRIOR TO PLACING CONCRETE OR AC, THE CONTRACTOR SHALL SUFFICIENTLY COMPACT THE SUBGRADE AND PROVIDE SUBSURFACE PREPARATION PER SPECIFICATIONS (OR AS REQUIRED IF NO SPECIFICATIONS ARE PROVIDED).
- CONCRETE/HARDSCAPE SURFACES SHALL BE FORMED WITH LONG, SMOOTH GRADIENTS TO REDUCE DIPS, ABRUPT CHANGES AND SHARP TRANSITIONS.
- ALL CURVILINEAR WALKS, CURBS, HEADERBOARDS, AND WALLS SHALL HAVE A CONTINUOUS SMOOTH CURVE WHERE APPLICABLE. ALL FORMS MUST BE INSPECTED AND APPROVED PRIOR TO BEGINNING THAT PHASE OF WORK.
- UNLESS OTHERWISE SHOWN, ALL WALKS SHALL BE 3-1/2" THICK (MIN.), COLORED CONCRETE W/ 'SAND FINISH' (TOPCAST #3). INSTALL EXPANSION JOINTS PER PLAN. IF 'SAW-CUT' SCORELINES ARE SPECIFIED, SCORELINES ARE TO BE CUT/INSTALLED WITHIN 24 HOURS OF CONCRETE INSTALLATION ONCE CONCRETE HAS HARDENED SUFFICIENTLY (PER CONTRACTOR).
- IF IN THE FIELD, SCALED DIMENSIONS CONFLICT WITH WRITTEN DIMENSIONS, THE WRITTEN INFORMATION SHALL TAKE PRECEDENCE.

**STORM WATER QUALITY NOTES / CONSTRUCTION BMP'S**

THIS PROJECT SHALL COMPLY WITH ALL CURRENT REQUIREMENTS OF THE STATE PERMIT; CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD (SDRWQCB) AND THE CITY OF SOLANA BEACH DEVELOPMENT STANDARDS FOR STORM WATER MANAGEMENT

**NOTES BELOW REPRESENT KEY MINIMUM REQUIREMENTS FOR CONSTRUCTION BMP'S.**

- THE CONTRACTOR SHALL BE RESPONSIBLE FOR CLEANUP OF ALL SILT AND MUD ON ADJACENT STREET(S), DUE TO CONSTRUCTION VEHICLES OR ANY OTHER CONSTRUCTION ACTIVITY, AT THE END OF EACH WORK DAY, OR AFTER A STORM EVENT THAT CAUSES A BREACH IN INSTALLED CONSTRUCTION BMP'S WHICH MAY COMPROMISE STORM WATER QUALITY WITHIN ANY STREET(S). A STABILIZED CONSTRUCTION EXIT MAY BE REQUIRED TO PREVENT CONSTRUCTION VEHICLES OR EQUIPMENT FROM TRACKING MUD OR SILT ONTO THE STREET.
- ALL STOCKPILES OF SOIL AND/OR BUILDING MATERIALS THAT ARE INTENDED TO BE LEFT FOR A PERIOD GREATER THAN SEVEN CALENDAR DAYS ARE TO BE COVERED. ALL REMOVEABLE BMP DEVICES SHALL BE IN PLACE AT THE END OF EACH WORKING DAY WHEN FIVE DAY RAIN PROBABILITY FORECAST EXCEEDS 40%.
- A CONCRETE WASHOUT SHALL BE PROVIDED ON ALL PROJECTS WHICH PROPOSE THE CONSTRUCTION OF ANY CONCRETE IMPROVEMENTS WHICH ARE TO BE POURED IN PLACE ON SITE.
- THE CONTRACTOR SHALL RESTORE ALL EROSION/SEDIMENT DEVICES TO WORKING ORDER AFTER EACH RUN-OFF PRODUCING RAINFALL OR AFTER ANY MATERIAL BREACH IN EFFECTIVENESS.
- ALL SLOPES THAT ARE CREATED OR DISTURBED BY CONSTRUCTION ACTIVITY MUST BE PROTECTED AGAINST EROSION AND SEDIMENT TRANSPORT AT ALL TIMES.
- THE STORAGE OF ALL CONSTRUCTION MATERIALS AND EQUIPMENT MUST BE PROTECTED AGAINST ANY POTENTIAL RELEASE OF POLLUTANTS INTO THE ENVIRONMENT.

THIS SET OF DRAWINGS IS SUBJECT TO ACTUAL ON-SITE FIELD CONDITIONS. THESE CONDITIONS MAY REQUIRE MODIFICATIONS OF THE CONSTRUCTION OF THE PROJECT IN ORDER TO FULFILL THE DESIGN INTENT OF THIS DRAWINGS OR TO CONFORM TO LOCAL BUILDING CODES. ALL DIMENSIONS AND ELEVATIONS ARE TO BE VERIFIED IN THE FIELD BY THE CONTRACTOR. ANY DISCREPANCIES ARE TO BE BROUGHT TO THE ATTENTION OF THE OWNER AND LANDSCAPE ARCHITECT PRIOR TO COMMENCING WORK. THE CONTRACTOR SHALL CALL 'DIG-ALERT' TO LOCATE UNDERGROUND UTILITIES OR STRUCTURES PRIOR TO COMMENCING WORK.

**BUILDING AREAS**

BUILDING AREA FIGURES TAKEN FROM PREVIOUSLY APPROVED & CONSTRUCTED ARCHITECTURAL PLANS (WATKINS REMODEL - PERMIT #B20-0092)

EXISTING MAIN FLOOR LIVING AREA + EXTERIOR	2773 S.F.
EXISTING LOWER FLOOR LIVING AREA	500 S.F.
EXISTING GARAGE + EXTERIOR S.F.	883 S.F.
<b>SUBTOTAL FLOOR AREA</b>	<b>4156 S.F.</b>
OFF-STREET PARKING EXEMPTION	-400 S.F.
<b>TOTAL FLOOR AREA</b>	<b>3756 S.F.</b>
LOT AREA = 10,818 S.F.	
LOT AREA X 0.600 (FIRST 5,000 S.F.)	3000 S.F.
LOT AREA X 0.300 (5,001 UP TO 20,000 S.F.)	+1746 S.F.
<b>MAXIMUM ALLOWABLE FLOOR AREA</b>	<b>4746 S.F.</b>

**LANDSCAPE AREAS**

	EXISTING (SF)	PROPOSED (SF)
NON-LANDSCAPED AREA	4278	5744
NON-IRRIGATED LANDSCAPE	1034	964
IRRIGATED LANDSCAPE	5506	2593
WATER FEATURES	0	148
DECORATIVE HARDSCAPE	0	1369
<b>TOTAL LOT AREA</b>	<b>10818</b>	<b>10818</b>

	AREA OF WORK (SF)
IRRIGATED LANDSCAPE	2593
WATER FEATURES	148
DECORATIVE HARDSCAPE	1369
<b>AGGREGATE LANDSCAPE AREA</b>	<b>4115</b>

**NOTES**

**SCOPE OF WORK/PROJECT:**

- PROPOSED (CONSTRUCTED) 20' X 8' PREFABRICATED SWIM SPA (INCLUDING ELECTRICAL CONNECTIONS)
- PROPOSED (CONSTRUCTED) DECK AREA AT SPA
- PROPOSED (CONSTRUCTED) HARDSCAPE SURFACES (CONCRETE PAVING & STEPS)
- PROPOSED (CONSTRUCTED) HARDSCAPE ELEMENTS (LANDSCAPE WALLS, FENCES, ARTIFICIAL TURF)
- PROPOSED (CONSTRUCTED) IRRIGATION INSTALLATION
- PROPOSED (CONSTRUCTED) PLANTING INSTALLATION
- PROPOSED (CONSTRUCTED/PARTIALLY CONSTRUCTED) DRAINAGE INSTALLATION (PER CIVIL ENGINEER'S PLANS)

8. PROPOSED 5' H. POOL/SPA SECURITY FENCE

**PARKING REQUIREMENT NOTES:**

MINIMUM PARKING SPACES REQUIRED: 2  
PARKING SPACES PROVIDED: 3 (GARAGE, EXISTING)

**CONSTRUCTION NOTES:**

- CONSTRUCTION PER CITY OF SOLANA BEACH APPROVED STANDARDS /APPROVED CIVIL/STRUCTURAL ENGINEER'S PLANS.
- ALL FOOTINGS, REINFORCEMENT, AND GROUT PER CITY OF SOLANA BEACH APPROVED STANDARDS / APPROVED STRUCTURAL ENGINEER'S PLANS.
- GAS AND ELECTRICAL CONNECTIONS AND SHUT-OFFS PER CITY OF SOLANA BEACH STANDARDS.

**ADDITIONAL NOTES:**

THE APPLICANT IS REQUIRED TO OBTAIN AN ENCROACHMENT PERMIT IN ACCORDANCE WITH SBMC SECTION 11.20 FOR THE BELOW FRONTAGE IMPROVEMENTS BEING DONE IN THE PUBLIC RIGHT-OF-WAY. THE FRONTAGE IMPROVEMENTS SHALL BE DONE TO THE SATISFACTION OF THE CITY ENGINEER PRIOR TO THE OCCUPANCY OF THE PROPOSED PROJECT.

A. DRAINAGE CONNECTIONS (PER CIVIL ENGINEER'S PLANS)

**CONSTRUCTION CODE NOTES:**

THIS PROJECT SHALL CONFORM TO THE LATEST EDITIONS (2022) OF THE CALIFORNIA BUILDING CODE, UNIFORM MECHANICAL CODE, UNIFORM PLUMBING CODE, AND CALIFORNIA ELECTRICAL CODE (BASED ON THE 2020 EDITION OF THE NATIONAL ELECTRICAL CODE), AND CITY & COUNTY LAWS AND ORDINANCES.

**DRAINAGE NOTES:**

1. FINISH GRADE - ALL LANDSCAPE AREAS SHALL BE FINISH GRADED TO REMOVE ROCKS AND TO ENSURE SURFACE DRAINAGE AWAY FROM BUILDINGS & STRUCTURES

**ADDITIONAL NOTES:**

- NEW AND EXISTING BUILDINGS SHALL HAVE APPROVED ADDRESS NUMBERS. BUILDING NUMBERS OR APPROVED BUILDING IDENTIFICATION PLACED IN A POSITION THAT IS PLAINLY LEGIBLE AND VISIBLE FROM THE STREET OR ROAD FRONTING THE PROPERTY. THESE NUMBERS SHALL CONTRAST IN COLOR TO BACKGROUND. NUMBERS SHALL BE A MINIMUM OF 4" HIGH WITH A MINIMUM STROKE WIDTH OF 1/2".
- EXTERIOR LIGHTING - ALL LUMINAIRES MOUNTED TO THE BUILDING OR TO OTHER BUILDINGS ON THE SAME LOT SHALL BE HIGH EFFICIENCY LUMINAIRES OR MUST BE CONTROLLED BY A MOTION SENSOR AND CONTROLLED BY ONE OF THESE: PHOTO CONTROL OR ASTRONOMICAL TIME CLOCK OR ENERGY MANAGEMENT CONTROL SYSTEMS (EMCS).
- EXTERIOR LIGHTING - AN EXTERIOR LIGHT WILL BE PROVIDED AT ALL DOOR EXITS. FOR DWELLING UNITS, ATTACHED GARAGES, AND DETACHED GARAGES WITH ELECTRIC POWER, AT LEAST ONE WALL SWITCH CONTROLLED LIGHTING OUTLET SHALL BE INSTALLED TO PROVIDE ILLUMINATION ON THE EXTERIOR SIDE OF THE OUTDOOR ENTRANCES AND EXITS WITH GRADE LEVEL ACCESS. EXCEPTION: REMOTE, CENTRAL, OR AUTOMATIC CONTROL OF LIGHTING SHALL BE PERMITTED.



**DRP23-013**  
**Council Plans 01/29/2025**



**LANDSCAPE ARCHITECT STATEMENT**

Date: 10-14-24

Scale: 1/1"=1'-0"

Drawn by: IT/GW

CAD File: Watkins 03-06-23

Sheet: T1

I AM FAMILIAR WITH THE REQUIREMENTS FOR LANDSCAPE AND IRRIGATION PLANS CONTAINED IN THE CITY'S WATER EFFICIENT LANDSCAPE REGULATIONS. I HAVE PREPARED THIS PLAN IN COMPLIANCE WITH THOSE REGULATIONS AND THE LANDSCAPE DESIGN MANUAL. I CERTIFY THAT THE PLAN IMPLEMENTS THOSE REGULATIONS TO PROVIDE EFFICIENT USE OF WATER.

LANDSCAPE ARCHITECT: *Greg Wysong* DATE: 10-14-24

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

SEE SEPARATE CIVIL ENG. PLANS FOR TOPOGRAPHIC INFORMATION, TOP & BOTTOM OF WALL ELEVATIONS, EXISTING/PROPOSED GRADING INFORMATION

SEE SEPARATE CIVIL ENG. PLANS FOR PROPOSED DRAINAGE INSTALLATION/INFORMATION

TITLE SHEET

SUBMITTAL SET - NOT FOR CONSTRUCTION

Watkins Residence

705 Barbara Ave.  
Solana Beach, CA 92075  
Contact: Dale Watkins (858-414-0208)

Ian Tillyard  
Landscape Design, LLC.

858-350-3767

THIS DRAWING IS SUBJECT TO ACTUAL ON-SITE FIELD CONDITIONS. THESE CONDITIONS MAY REQUIRE MODIFICATIONS OF THE CONSTRUCTION OF THE PROJECT IN ORDER TO FULFILL THE DESIGN INTENT OF THIS DRAWING OR TO CONFORM TO LOCAL BUILDING CODES. ALL DIMENSIONS AND ELEVATIONS ARE TO BE VERIFIED IN THE FIELD BY THE CONTRACTOR. ANY DISCREPANCIES ARE TO BE BROUGHT TO THE ATTENTION OF THE OWNER AND LANDSCAPE ARCHITECT/DESIGNER PRIOR TO COMMENCING WORK. THE CONTRACTOR SHALL CALL 'DIG-ALERT' TO LOCATE UNDERGROUND UTILITIES OR STRUCTURES PRIOR TO COMMENCING WORK.

NOTES:  
1. CONSTRUCTION PER CITY OF SOLANA BEACH APPROVED STANDARDS.

REVISIONS

NO.	REV. DATE	BY

**SITE PLAN**  
SUBMITTAL SET - NOT FOR CONSTRUCTION

**Watkins Residence**  
705 Barbara Ave.  
Solana Beach, CA 92075  
Contact: Dale Watkins (858-414-0208)

**Ian Tillyard**  
Landscape Design, LLC.  
858-350-3767

PROPOSED (CONSTRUCTED) ELECTRICAL SUB PANEL & RELATED WIRING FOR SPA (CONDUIT BURIED 24" BELOW GRADE)

EXISTING 5H. CHAINLINK FENCE (TYP.) AT PROPERTY LINE - TO REMAIN

PROPOSED (CONSTRUCTED) STEPS - COMBINATION OF 'SAND' FINISH CONCRETE STEPS & COMPOSITE DECK MATERIAL STEPS

CMU RETAINING WALL

PROPOSED (CONSTRUCTED) BENCH/RAISED DECK AREA - SET FLUSH W/ TOP OF SPA, LESS THAN 42 INCHES ABOVE GRADE

PROPOSED (CONSTRUCTED) RAISED DECK AREA - RAISED 12" ABOVE MAIN YARD LEVEL, DECK FINISHED HEIGHT 18" BELOW TOP OF SWIM SPA (TYP.)

PROPOSED (CONSTRUCTED) 20' X 8' PREFABRICATED SWIM SPA (HEIGHT = 32" ABOVE GRADE) - INSTALL SPA PER MANUFACTURER'S SPECIFICATIONS

EXISTING STACKED CONCRETE BLOCK (KEYSTONE) RETAINING WALL (TYP.) - TO REMAIN

EXISTING FRUIT TREE (AVOCADO) - TO REMAIN

PROPOSED (CONSTRUCTED - TO BE ADJUSTED) ARTIFICIAL TURF (TYP.)

DRAINAGE DIRECTION (TYP.) - SEE CIVIL ENG. PLANS FOR PROPOSED DRAINAGE IMPROVEMENTS

PROPOSED (CONSTRUCTED) 30" H. RAISED PLANTER - 1/4" THK. STEEL PLATE (PAINTED BLACK)

PROPOSED (CONSTRUCTED) COMPOSITE DECK MATERIAL STEPS UP TO RAISED DECK AREA (2 X 6" RISERS, 1 X 12" TREAD)

PROPOSED (CONSTRUCTED) 24" H. RAISED PLANTER - 1/4" THK. STEEL PLATE (PAINTED BLACK)

EXISTING SLOPE (TYP.) (PLANTING AREA) - TO REMAIN  
NOTE: WEST FACING SLOPE TO BE REGRADED TO MATCH EXISTING SLOPE CONDITION PRIOR TO CONSTRUCTION & REPLANTED

PROPOSED (CONSTRUCTED) 'POURED IN PLACE' 'SAND' FINISH CONCRETE STEPPERS W/ 4" GAP BETWEEN FILLED W/ ARTIFICIAL TURF (NO IRRIGATION) (TYP.)

PROPOSED 5H. FENCE W/ OUTSWINGING, SELF-CLOSING, SELF-LATCHING GATE - TO PROVIDE SPA SECURITY PER CODE

LOCATION OF PROPOSED VEGETATED DRAINAGE SWALE - SEE CIVIL ENG. PLANS

PROPOSED (CONSTRUCTED - TO BE ADJUSTED OUTSIDE OF 20' BUFFER ZONE) 1/4" THK. STEEL EDGING AT WEST EDGE OF TURF AREA (TYP.)

LOCATION OF PROPOSED DRAINAGE CATCH BASIN (TYP.) - SEE CIVIL ENG. PLANS

PROPOSED (CONSTRUCTED) PATIO SEATING AREA (TYP.) - 'POURED IN PLACE' 'SAND' FINISH CONCRETE

EXISTING SLOPE (TYP.) (PLANTING AREA) - TO REMAIN  
NOTE: WEST FACING SLOPE TO BE REGRADED TO MATCH EXISTING SLOPE CONDITION PRIOR TO CONSTRUCTION & REPLANTED

EXISTING FRUIT TREE (LEMON) - TO REMAIN

EXISTING 5' H. WOOD FENCE - TO REMAIN

EXISTING STACKED CONCRETE BLOCK (KEYSTONE) RETAINING WALL (TYP.) - TO REMAIN

LOCATION OF PROPOSED DRAIN PIPE TO STREET - SEE CIVIL ENG. PLANS

PROPOSED (CONSTRUCTED) 'POURED IN PLACE' 'SAND' FINISH CONCRETE STEPPERS W/ 4" GAP BETWEEN FILLED W/ LOOSE BEACH PEBBLES (TYP.)

EXISTING TREE (TYP.) - TO REMAIN

PROPOSED (CONSTRUCTED) 'POURED IN PLACE' 'SAND' FINISH CONCRETE STEPPERS W/ 4" GAP BETWEEN FILLED W/ ARTIFICIAL TURF (NO IRRIGATION) (TYP.)

EXISTING SIDEWALK LOCATION (TYP.) - SHOWN FOR REFERENCE

PROPOSED (CONSTRUCTED - TO BE ADJUSTED) 24" H. BLACK RAILING FENCE (5/8" PICKETS AT 4 1/2" O.C.) (TYP.)

EXISTING STACKED CONCRETE BLOCK (KEYSTONE) RETAINING WALL (TYP.) - TO REMAIN

PROPOSED (CONSTRUCTED) 5' H. (80% TRANSPARENCY ABOVE 42") BLACK ALUMINUM PANEL FENCE (TYP.)

PROPOSED (CONSTRUCTED) 5'-6" H. (80% TRANSPARENCY ABOVE 42") BLACK ALUMINUM PANEL FENCE & GATE (TYP.)

PROPOSED (CONSTRUCTED) 'POURED IN PLACE' 'SAND' FINISH CONCRETE STEPPERS W/ 4" GAP BETWEEN FILLED W/ LOOSE BEACH PEBBLES (TYP.)

EXISTING TREE (TYP.) - TO REMAIN

EXISTING SIDEWALK LOCATION (TYP.) - SHOWN FOR REFERENCE

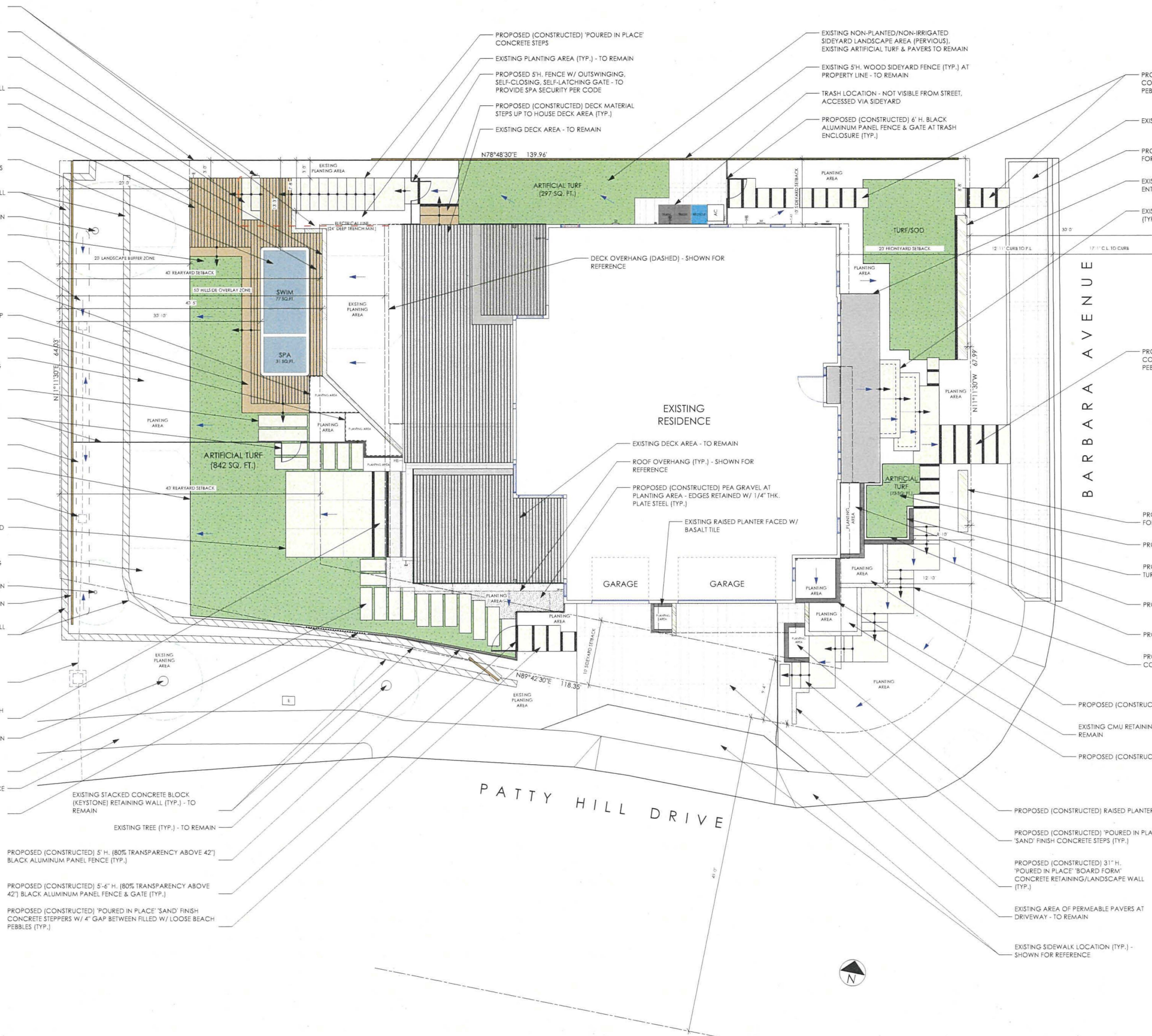
EXISTING SIDEWALK LOCATION (TYP.) - SHOWN FOR REFERENCE

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EXISTING SIDEWALK LOCATION (TYP.) - SHOWN FOR REFERENCE



EXISTING NON-PLANTED/NON-IRRIGATED SIDEYARD LANDSCAPE AREA (PERVIOUS), EXISTING ARTIFICIAL TURF & PAVERS TO REMAIN

EXISTING 5H. WOOD SIDEYARD FENCE (TYP.) AT PROPERTY LINE - TO REMAIN

TRASH LOCATION - NOT VISIBLE FROM STREET, ACCESSED VIA SIDEYARD

PROPOSED (CONSTRUCTED) 6' H. BLACK ALUMINUM PANEL FENCE & GATE AT TRASH ENCLOSURE (TYP.)

PROPOSED (CONSTRUCTED) 'POURED IN PLACE' 'SAND' FINISH CONCRETE STEPPERS W/ 4" GAP BETWEEN FILLED W/ LOOSE BEACH PEBBLES (TYP.)

EXISTING AREA OF PERMEABLE PAVERS - TO REMAIN

PROPOSED (CONSTRUCTED) 24" H. 'POURED IN PLACE' 'BOARD FORM' CONCRETE LANDSCAPE WALL

EXISTING 'POURED IN PLACE' 'SAND' FINISH CONCRETE PAVING AT ENTRY

EXISTING 'POURED IN PLACE' 'SAND' FINISH CONCRETE ENTRY STEPS (TYP.)

PROPOSED (CONSTRUCTED) 'POURED IN PLACE' 'SAND' FINISH CONCRETE STEPPERS W/ 4" GAP BETWEEN FILLED W/ LOOSE BEACH PEBBLES (TYP.)

PROPOSED (CONSTRUCTED) 24" H. 'POURED IN PLACE' 'BOARD FORM' CONCRETE LANDSCAPE WALL

PROPOSED (CONSTRUCTED) ARTIFICIAL TURF (TYP.)

PROPOSED (CONSTRUCTED) 1/4" THK. STEEL EDGING AT ARTIFICIAL TURF AREA (TYP.)

PROPOSED (CONSTRUCTED) 28" H. RAISED PLANTER

PROPOSED (CONSTRUCTED) 24" H. RAISED PLANTER

PROPOSED (CONSTRUCTED) 'POURED IN PLACE' 'SAND' FINISH CONCRETE STEPS (TYP.)

PROPOSED (CONSTRUCTED) 22" H. RAISED PLANTER

EXISTING CMU RETAINING WALL (RAISED PLANTER) - TO REMAIN

PROPOSED (CONSTRUCTED) RAISED PLANTER

PROPOSED (CONSTRUCTED) RAISED PLANTER

PROPOSED (CONSTRUCTED) 'POURED IN PLACE' 'SAND' FINISH CONCRETE STEPS (TYP.)

PROPOSED (CONSTRUCTED) 31" H. 'POURED IN PLACE' 'BOARD FORM' CONCRETE RETAINING/LANDSCAPE WALL (TYP.)

EXISTING AREA OF PERMEABLE PAVERS AT DRIVEWAY - TO REMAIN

EXISTING SIDEWALK LOCATION (TYP.) - SHOWN FOR REFERENCE

PROPOSED (CONSTRUCTED) RAISED PLANTER

PROPOSED (CONSTRUCTED) 'POURED IN PLACE' 'SAND' FINISH CONCRETE STEPS (TYP.)

PROPOSED (CONSTRUCTED) 31" H. 'POURED IN PLACE' 'BOARD FORM' CONCRETE RETAINING/LANDSCAPE WALL (TYP.)

EXISTING AREA OF PERMEABLE PAVERS AT DRIVEWAY - TO REMAIN

EXISTING SIDEWALK LOCATION (TYP.) - SHOWN FOR REFERENCE

NOTE:  
THIS PROJECT SHALL CONFORM TO THE LATEST EDITIONS (2019) OF THE CALIFORNIA BUILDING CODE, UNIFORM MECHANICAL CODE, UNIFORM PLUMBING CODE, AND CALIFORNIA ELECTRICAL CODE (BASED ON THE 2017 EDITION OF THE NATIONAL ELECTRICAL CODE), AND CITY & COUNTY LAWS AND ORDINANCES.

NOTE:  
FINISHED GRADE - ALL LANDSCAPE AREAS SHALL BE FINISHED GRADED TO REMOVE ROCKS AND TO ENSURE SURFACE DRAINAGE AWAY FROM BUILDINGS & STRUCTURES



LANDSCAPE ARCHITECT STATEMENT

I AM FAMILIAR WITH THE REQUIREMENTS FOR LANDSCAPE AND IRRIGATION PLANS CONTAINED IN THE CITY'S WATER EFFICIENT LANDSCAPE REGULATIONS. I HAVE PREPARED THIS PLAN IN COMPLIANCE WITH THOSE REGULATIONS AND THE LANDSCAPE DESIGN MANUAL. I CERTIFY THAT THE PLAN IMPLEMENTS THOSE REGULATIONS TO PROVIDE EFFICIENT USE OF WATER.

LANDSCAPE ARCHITECT: *[Signature]*

DATE: 10-14-24

SEE SEPARATE CIVIL ENG. PLANS FOR TOPOGRAPHIC INFORMATION, TOP & BOTTOM OF WALL ELEVATIONS, EXISTING/PROPOSED GRADING INFORMATION

SEE SEPARATE CIVIL ENG. PLANS FOR PROPOSED DRAINAGE INSTALLATION/INFORMATION

1 SITE PLAN  
Scale: 1/8" = 1'-0"

THIS DRAWING IS SUBJECT TO ACTUAL ON-SITE FIELD CONDITIONS. THESE CONDITIONS MAY REQUIRE MODIFICATIONS OF THE CONSTRUCTION OF THE PROJECT IN ORDER TO FULFILL THE DESIGN INTENT OF THIS DRAWING OR TO CONFORM TO LOCAL BUILDING CODES. ALL DIMENSIONS AND ELEVATIONS ARE TO BE VERIFIED IN THE FIELD BY THE CONTRACTOR. ANY DISCREPANCIES ARE TO BE BROUGHT TO THE ATTENTION OF THE OWNER AND LANDSCAPE ARCHITECT/DESIGNER PRIOR TO COMMENCING WORK. THE CONTRACTOR SHALL CALL "DIG-ALERT" TO LOCATE UNDERGROUND UTILITIES OR STRUCTURES PRIOR TO COMMENCING WORK.



1 PLANT PLAN  
Scale: 1/8" = 1'-0"

Qty	Latin Name	Common Name	Size (unless noted)	WUCOLS Plant Factor / Overall Size / Notes
3	Agave 'Blue Flame'	Blue Flame Agave	5 gal.	Low (H. 2'-3', W. clumping)
10	Agave 'Blue Glow'	Blue Glow Agave	5 gal.	Low (H. 18", W. 2')
205	Carex divisa (C. tumulicola)	Berkeley Sedge	1 gal.	Low (H. 1'-2', W. 1'-2')
6	Carex glauca	Blue Sedge	4" pot/1 gal.	Low (H. <1', W. 6"-12")
16	Chondropetalum tectorum	Cape Rush	5 gal.	Low (H. 2'-3', W. 3'-4')
18	Dodonaea viscosa 'Purpurea'	Purple Hopseed Bush	15 gal.	Low (H. 12'-16", W. 8'-12" - Maint. as 30" W. hedge, 6' H. rear yard, 8' H. front yard)
73	Festuca glauca (F. ovina glauca)	Blue Fescue	Flats/4" pots	Low (H. <1', W. 1'-2')
23	Juncus patens 'Elk Blue'	Elk Blue California Gray Rush	1 gal.	Low (H. 1'-2', W. 1'-2')
1	Lagerstroemia indica 'Natchez'	Natchez Crape Myrtle	36" box	Moderate (H. 20', W. 20')
2	Leptospermum 'Dark Shadows'	'Dark Shadows' Tea Tree	24" box	Low (H. 12'-16", W. 15'-20" - Maint. smaller, 8' H., 6' W.)
1	Leptospermum scoparium 'Ruby Glow'	Red New Zealand Tea Tree	15 gal.	Moderate (H. 6'-8", W. 4'-5')
19	Leymus condensis 'Canyon Prince'	Canyon Prince Wild Rye	1 gal./5 gal.	Low (H. 2'-3' W. spreading)
24	Lomandra Lime Tuft (Lomilan)	Dwarf Mat Rush	1 gal.	Low (H. 3'-4", W. 2'-3')
5	Lomandra longifolia 'Nivala'	Blue Dwarf Mat Rush	5 gal.	Low (H. 3'-4", W. 3'-4')
2	Magnolia grandiflora 'Little Gem'	Dwarf Southern Magnolia	24" box	Moderate (H. 20'-25", W. 10'-15')
30	Nassella tenuissima (Stipa tenuissima)	Mexican Feather Grass	4" pot/1 gal.	Low (H. 1'-2', W. 1'-2')
1	Olea europaea 'Swan Hill'	'Swan Hill' Frutless Olive	36" box	Low (H. 30'-35", W. 15'-25" - Maint. smaller, 9' H., 8' W.)
32	Ophiopogon planiscapus 'Nigrescens'	Black Mondo Grass	Flats	Moderate (H. <1', W. 1'-2')
8	Philebotium aureum	Rabbit's Foot Fern	5 gal.	Moderate (H. 2'-3', W. 2'-3')
2	Phormium 'Black Adder'	'Black Adder' New Zealand Flax	5 gal.	Low/Moderate (H. 3'-4", W. 2'-3')
1	Phormium 'Dusky Chief'	Dusky Chief New Zealand Flax	5 gal./15 gal.	Moderate (H. 4'-8", W. 4'-5')
3	Phormium 'Dark Delight'	Dark Delight New Zealand Flax	5 gal./15 gal.	Moderate (H. 3'-4", W. 3'-5')
3	Pistacia chinensis	Chinese Pistache	24" box	Moderate (H. 30'-40", W. 20'-30" - Maint. as smaller, 12' H., 7' W.)
11	Podocarpus henikeli	Long Leaved Yellow-Wood	5 gal.	Moderate (H. 25'-40", W. 15'-25" - Maint. as 6' H., 30" W. hedge)
31	Rosa 'Iceberg'	Iceberg Rose	5 gal.	Moderate (H. 4'-6", W. 3'-5')
57	Senecio serpens	Blue Chalksticks	Flats	Low (H. <12", W. 2'-3')
75	Lomandra longifolia 'LM300' P.P. # 15420	Breeze™ Dwarf Mat Rush	1 gal.	Low (H. 2'-3", W. 2'-4')

NOTE: ALL PLANT MATERIAL SHOWN ON THIS PLAN ARE EXISTING (ALREADY PLANTED) UNLESS NOTED. THE TREES IDENTIFIED W/ DASHED CIRCULAR SYMBOLS HAVE EXISTED FOR MANY YEARS

NOTE: FOR SOILS REPORT INFORMATION & SOIL PREPARATION RECOMMENDATIONS - SEE NOTES (THIS SHEET)

NOTES:  
1. CONSTRUCTION PER CITY OF SOLANA BEACH APPROVED STANDARDS.  
2. FOOTINGS, REINFORCEMENT, AND GROUT PER CITY OF SOLANA BEACH APPROVED STANDARDS.  
3. GAS AND ELECTRICAL CONNECTIONS AND SHUTOFFS PER CITY OF SOLANA BEACH APPROVED STANDARDS.

**SOILS REPORT RESULTS / SOIL PREPARATION NOTES:**  
THESE SOIL AMENDMENT RECOMMENDATIONS ARE SITE SPECIFIC BASED ON THE SOILS REPORT BY: WAYPOINT ANALYTICAL, LAB NO: 22-076-0003 - WATKINS RESIDENCE (DATED APRIL 21, 2022)

**ANALYTICAL RESULTS AND COMMENTS:**  
THE SALINITY (ECe) AND SOLUBLE SODIUM LEVELS ARE SAFELY LOW. THE SMALL AMOUNT OF SOLUBLE SODIUM PRESENT IS PROPERLY BALANCED BY CALCIUM AND MAGNESIUM, AS INDICATED BY THE LOW SODIUM ABSORPTION RATIO (SAR) OF 1.1. THIS BALANCE IS IMPORTANT FOR SOIL STRUCTURE AND WATER INFILTRATION.

BORON IS SAFELY LOW FOR GENERAL ORNAMENTAL PLANTS AND MAY BE BELOW OPTIMUM FOR PLANT NUTRITIONAL PURPOSES. IRRIGATION WATER IN SOUTHERN CALIFORNIA OFTEN SUPPLIES SUFFICIENT BORON TO MEET PLANT NUTRITIONAL REQUIREMENTS FOR THAT NUTRIENT. HOWEVER, IF BORON IS LOW IN THE IRRIGATION WATER AND/OR PLANTS SHOW SYMPTOMS OF BORON DEFICIENCY AFTER THEY ARE WELL ESTABLISHED, CONSIDER AN APPLICATION OF A PRODUCT CONTAINING BORON AT THE MANUFACTURER'S LABEL RATE. BORON DEFICIENCY SYMPTOMS OFTEN INCLUDE STUNTED OR DEFORMED YOUNGER GROWTH AND "TIGHT" INTERNODES.

THE REACTION OF THE SOIL IS MODERATELY ALKALINE AT 8.0 ON THE PH SCALE, WHICH COULD CAUSE MANY PLANTS TO SHOW YELLOWING OF FOLIAGE BEGINNING WITH THE YOUNGER GROWTH. QUALITATIVE LIME IS FAVORABLY LOW INDICATING THAT THE PH IS WEAKLY BUFFERED ALLOWING FOR DOWNWARD PH ADJUSTMENT. INCORPORATING SOIL SULFUR AND IRON SULFATE WILL ADJUST THE PH DOWNWARD. THAT CHANGE WILL HAPPEN SLOWLY AND PLANTS THAT ARE SELECTED FOR THIS PROJECT SHOULD BE TOLERANT OF ALKALINE SOIL CONDITIONS.

LOW NITROGEN RETRACTS FROM OTHERWISE FAVORABLE FERTILITY. PHOSPHORUS IS SLIGHTLY BELOW OPTIMUM WHILE REMAINING PRIMARY AND SECONDARY NUTRIENTS ARE WELL SUPPLIED. IN THE MINOR ELEMENT GROUP, COPPER IS WELL SUPPLIED WHILE ZINC, MANGANESE, AND IRON ARE LOW.

THE TEXTURE OF THE SOIL REPRESENTED BY THIS SAMPLE IS 'VERY GRAVELLY LOAMY SAND' WITH GRAVEL IN THE 2-12MM RANGE COMPRISING OVER 35% OF THE SOIL BY DRY WEIGHT. THIS, IN COMBINATION WITH WIDE DISTRIBUTION OF PARTICLE SIZES IN THE SAND CATEGORY, INDICATES THAT THE SOIL AT THIS SITE WILL HAVE STRONG TENDENCY TO CONSOLIDATE AND COMPACT. THIS CAN IMPERE DRAINAGE, AERATION, AND ROOT DEVELOPMENT. ALSO KEEP IN MIND THAT THE GRAVEL WILL DECREASE ROOTING SPACE. SOIL PHYSICAL PROPERTIES CAN BE IMPROVED BY INCORPORATING ORGANIC AMENDMENT AT THE PROVIDED RATE AND DEPTH BUT ONLY TO A POINT. THE ESTIMATED WATER INFILTRATION RATE, WHICH MAY VARY WITH THE DEGREE OF SOIL COMPACTION, IS A MODERATE 0.23 INCHES PER HOUR. ORGANIC CONTENT IS LOW AT 1.01% ON A DRY WEIGHT BASIS.

**RECOMMENDATIONS:**  
**TREE AND SHRUB PLANTING GUIDELINES:**  
1. EXCAVATE PLANTING PITS AT LEAST TWICE THE DIAMETER OF THE ROOTBALL.  
2. THE TOP OF THE ROOTBALL SHOULD BE AT OR SLIGHTLY ABOVE FINAL GRADE.  
3. TO IMPROVE SOIL CHEMISTRY, UNIFORMLY BLEND 1/2 LB. OF SOIL SULFUR AND 1 LB. OF IRON SULFATE PER CUBIC YARD OF BACKFILL. LIMIT THE SOIL SULFUR TO THE UPPER 12 INCHES OF BACKFILL ONLY. HANDLE IRON SULFATE WITH CAUTION SINCE IT WILL SEVERELY STAIN MOST CONCRETE.  
4. A SOIL BLEND CONSISTING OF NO MORE THAN 25% BY VOLUME BY ORGANIC MATTER SHOULD BE PLACED IN THE UPPER 12 INCHES OF BACKFILL ONLY. SOIL BELOW THIS DEPTH SHOULD NOT CONTAIN ANY ADDED ORGANIC MATTER BECAUSE OF THE THREAT OF PLANT DISEASE AND/OR ANAEROBIC SOIL CONDITIONS DEVELOPING.  
5. PLACE SLOW RELEASE FERTILIZER TABLETS IN THE UPPER 12 INCHES OF BACKFILL AT MANUFACTURER'S RECOMMENDED RATES.  
6. DO NOT COVER THE ORIGINAL ROOTBALL WITH OTHER SOIL. IDEALLY, A TEMPORARY SOIL BERM IS OFTEN CONSTRUCTED AROUND THE OUTER EDGE OF THE ROOTBALL TO HELP CHANNEL WATER INTO THE ROOTBALL AND THEN INTO SURROUNDING SOIL UNTIL ROOTS ARE ESTABLISHED IN THE BACKFILL AND THE ROOTBALL IS NO LONGER THE SOLE SOURCE OF WATER FOR THE PLANT.  
7. IDEALLY, A WEED AND TURF FREE ZONE, PREFERABLY 2-3 FT. IN DIAMETER, SHOULD BE MAINTAINED JUST BEYOND THE DIAMETER OF THE PLANTING HOLE. A 2-4 INCH DEEP LAYER OF COARSE MULCH CAN BE PLACED AROUND THE TREE OR SHRUB. MULCH SHOULD BE KEPT A MINIMUM OF 4-6 INCHES AWAY FROM THE TRUNK.

**MAINTENANCE FERTILIZATION:**  
UNIFORMLY BROADCAST AMMONIUM SULFATE (21-0-0) AT A RATE OF 5 LBS. PER 1000 SQ. FT. THE FIRST APPLICATION SHOULD OCCUR APPROXIMATELY 90 DAYS AFTER PLANTING, WITH REPEAT APPLICATIONS EVERY 60 DAYS OR AS GROWTH AND COLOR DICTATE. IN EARLY FALL AND SPRING, SUBSTITUTE A COMPLETE FERTILIZER SUCH AS 16-4-8, OR EQUAL FOR THE AMMONIUM SULFATE (21-0-0) AT A RATE OF 4LBS. PER 1000 SQ. FT. TO ENSURE CONTINUING SUPPLIES OF PHOSPHORUS AND POTASSIUM. FOLLOW EACH FERTILIZATION WITH A THOROUGH IRRIGATION. WHEN PLANTS HAVE BECOME WELL ESTABLISHED, FERTILIZER APPLICATIONS CAN BE LESS FREQUENT.

AS NOTED ABOVE, SOME OF THE MICRONUTRIENTS ARE BELOW OPTIMUM. WHEN THESE NUTRIENTS ARE LOW, ESPECIALLY IN AN ALKALINE SOIL, DEFICIENCIES CAN SOMETIMES SHOW IN THE PLANTS. IF DEFICIENCIES SHOW ONCE PLANTS HAVE BECOME ESTABLISHED, THEY MAY BE ADDRESSED UPON THE FIRST SIGN OF DEFICIENCY. SYMPTOMS OF MAGANESE DEFICIENCY MAY BE SEEN AS A GENERAL LOSS OF COLOR IN THE YOUNG LEAVES, FOLLOWED BY YELLOWING BETWEEN VEINS AND BROWNISH-BLACK SPOTS APPEARING. IRON AND ZINC DEFICIENCY SYMPTOMS ARE OFTEN CHARACTERIZED BY YELLOW, ALMOST WHITE, INTERVENAL CHLOROSIS ON THE YOUNGEST GROWTH. IF THESE SYMPTOMS ARE APPARENT ONCE PLANTS ARE ESTABLISHED, THEN APPLICATION OF IRON, ZINC, AND/OR MANGANESE CHELATE AT THE MANUFACTURER'S LABEL RATE MAY IMPROVE APPEARANCE. CHELATES ARE GENERALLY MORE EFFECTIVE ON ALKALINE SOILS THAN SOME OF THE OTHER FORMS OF TRACE ELEMENTS.

THE ABOVE INFORMATION IS A SUMMARY OF THE CRITICAL INFORMATION, FOR FULL REPORT/ADDITIONAL INFORMATION SEE REPORT. FOR FURTHER INFORMATION CONTACT WAYPOINT ANALYTICAL (1-714-282-8777)



**LANDSCAPE ARCHITECT STATEMENT**  
I AM FAMILIAR WITH THE REQUIREMENTS FOR LANDSCAPE AND IRRIGATION PLANS CONTAINED IN THE CITY'S WATER EFFICIENT LANDSCAPE REGULATIONS. I HAVE PREPARED THIS PLAN IN COMPLIANCE WITH THOSE REGULATIONS AND THE LANDSCAPE DESIGN MANUAL. I CERTIFY THAT THE PLAN IMPLEMENTS THOSE REGULATIONS TO PROVIDE EFFICIENT USE OF WATER.

LANDSCAPE ARCHITECT: *[Signature]*  
DATE: 10-14-24

**REVISIONS**

NO.	REV. DATE	BY

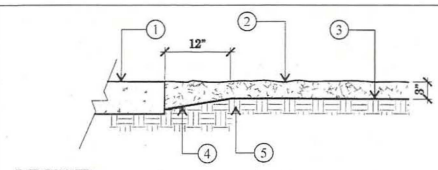
**PLANT PLAN**  
SUBMITTAL SET - NOT FOR CONSTRUCTION

**Watkins Residence**  
705 Barbara Ave.  
Solana Beach, CA 92075  
Contact: Dale Watkins (858-414-0208)

**Ian Tillyard**  
Landscape Design, LLC.  
858-350-3767

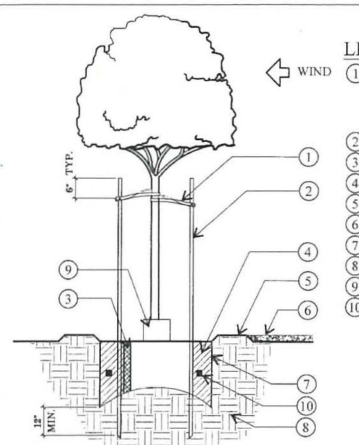
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- NOTES:  
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 2. FOOTINGS, REINFORCEMENT, AND GROUT PER CITY OF SOLANA BEACH APPROVED STANDARDS.  
 3. GAS AND ELECTRICAL CONNECTIONS AND SHUTOFFS PER CITY OF SOLANA BEACH APPROVED STANDARDS.

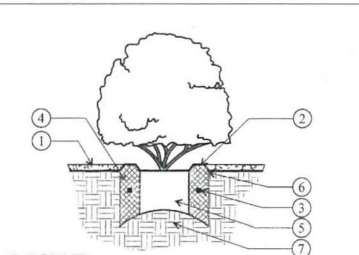


- LEGEND**  
 1 HARDSCAPING/HEADERBOARD  
 2 MULCH  
 3 FINISH GRADE  
 4 SHOVEL CUT EDGE  
 5 COMPACTED NATIVE SOIL
- NOTES:**  
 A. PRIOR TO PURCHASE/PLACEMENT OF THE MULCH, THE CONTRACTOR SHALL SUBMIT A SAMPLE TO THE INSPECTOR FOR APPROVAL.  
 B. MULCH UNDER TREES AND SHRUBS AS DIRECTED ON THE PLANS AND BLEND INTO EDGES AT GROUND COVER AREAS.  
 C. MOISTEN MULCH AFTER INSTALLATION TO ASSIST IN COMPACTION.  
 D. PLACE NO MULCH WITHIN A 6" RADIAL OF THE CROWN OF A WOODY PLANT.

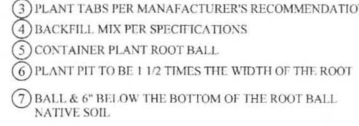
1 MULCH INSTALLATION - STANDARD DETAIL  
 SCALE: NTS



2 TREE PLANTING - STANDARD DETAIL  
 SCALE: NTS



3 SHRUB PLANTING - STANDARD DETAIL  
 SCALE: NTS



4 GROUND COVER - STANDARD DETAIL  
 SCALE: NTS



5 SHRUB PLANTING [SLOPE] - STANDARD DETAIL  
 SCALE: NTS

- LEGEND**  
 1 JUTE MESH - THOSE AREAS GREATER THAN EXISTING SLOPE.  
 2 ORIGINAL GRADE  
 3 FERTILIZER TABLETS, APPLICATION RATE PER TABLE, PER AGRONOMIST RECOMMENDATIONS  
 4 ROOT CROWN TO BE SET 2" - 3" ABOVE ORIGINAL LINE OF SLOPE.  
 5 3" BERM TIGHTLY COMPACTED IN PLACE TO FORM WATERING BASIN  
 6 PLANT PIT TO BE 2 TIMES THE WIDTH OF THE ROOT BALL & EQUAL TO THE DEPTH OF THE ROOTBALL.  
 7 CONTAINER ROOT BALL  
 8 BACKFILL MIX PER AGRONOMIST REPORT
- NOTE:**  
 INSTALL STAKES 12" FROM TREE TRUNK

5 SHRUB PLANTING [SLOPE] - STANDARD DETAIL  
 SCALE: NTS

**PART A PLANTING**

- 1.2 WORK OF THIS SECTION INCLUDES ALL LABOR, MATERIALS AND EQUIPMENT REQUIRED TO COMPLY WITH THE DRAWINGS. THE WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE BEST PRACTICES OF THE TRADE AND UNDER THE CONTINUOUS SUPERVISION OF A COMPETENT FOREMAN, CAPABLE OF INTERPRETING THE DRAWINGS AND THE BEST PRACTICES OF THE TRADE. THIS SECTION IS AS FOLLOWS: FINISH GRADING FOR PLANTING, SOIL PREPARATION, FERTILIZATION, PLANTING INCLUDING LAWN, MAINTENANCE, INSPECTION, AND CERTIFICATION, GUARANTEES, CLEAN-UP, STAKING, GUYING AND ESPALIERING, MISCELLANEOUS ALLOWANCES.
- 2.0 APPROVALS  
 A. ALL IRRIGATION WORK SHALL BE INSPECTED AND APPROVED BY THE LANDSCAPE ARCHITECT IN WRITING PRIOR TO THE START OF ANY PLANTING WORK. PRIOR TO EXCAVATION, PLACING OF STAKES, LOCATING ALL UTILITIES, ELECTRIC CABLES, CONDUITS, IRRIGATION LINES, HEADS, VALVES AND VALVE CONTROL WIRES, AND ALL UTILITY LINES SO THAT PROPER PRECAUTIONS MAY BE TAKEN TO AVOID DAMAGE TO UTILITIES. IN THE EVENT OF A CONFLICT BETWEEN SUCH LINES AND PLANT LOCATIONS, PROMPTLY NOTIFY LANDSCAPE ARCHITECT WHO SHALL ARRANGE FOR RELOCATION FOR ONE OR THE OTHER. FAILURE TO FOLLOW THIS PROMPTLY PLACES THE RESPONSIBILITY FOR, AT HIS OWN EXPENSE, MAKING ANY AND ALL REPAIRS FOR DAMAGES RESULTING FROM HIS WORK.

- 7.0 FERTILIZERS AND SOIL CONDITIONS (FOR BID PURPOSES ONLY):  
 A. ALL SOIL AMENDMENTS, SOG AND PLANTS SHALL BE SUBMITTED FOR INSPECTION AND STORED ON SITE UNTIL THE FURNISHING OF MATERIALS IS COMPLETED. DELIVERY MAY BEGIN UPON APPROVAL OF SAMPLES BY LANDSCAPE ARCHITECT.  
 B. ORGANIC FERTILIZER MAY BE PROCESSED SEWAGE SLUDGE WITH A NITROGEN CONTENT OF 2% PHOSPHORIC ACID AS EQUAL TO "NITRO-HUMUS" METHOD OF PROCESSING SLUDGE. DO NOT DESTROY NORMAL BACTERIAL CONTENT.  
 C. FERTILIZERS, GUARANTEES, CLEAN-UP, STAKING, GUYING AND ESPALIERING, MISCELLANEOUS ALLOWANCES.
- 9.0 STAKING MATERIALS  
 A. TREE STAKING SHALL BE AS PER DETAILS.  
 B. TIES FOR HOLDING TREES SHALL BE AS PER DETAILS.  
 C. TREE GUYING SHALL BE AS PER DETAILS.

- 14.0 PLANTING OF TREES  
 A. POSITION PLANTS IN PLANT LOCATIONS INDICATED ON DRAWINGS AND SECURE APPROVAL BEFORE EXCAVATING PITS, MAKING NECESSARY ADJUSTMENTS AS INDICATED.  
 B. PITS FOR TREES SHALL BE DIG SLOPED WITH BOTTOMS LEVEL. THE LENGTH OF SIDES AND DEPTH QUOTE TO ONE AND ONE-HALF TIMES THE DIAMETER OF THE TREE BALL. COMPACTED SOILS AT SIDES AND BOTTOMS SHALL BE DEPRESSURED BY SCALING OR OTHER APPROVED METHOD. PITS SHALL BE BACKFILLED WITH "PREPARED SOIL" TO THEIR REQUIRED GRADE AND THE BALANCE OF THE PIT FILLED WITH "PREPARED SOIL" THOROUGHLY BY WATER APPLICATION. REFER TO PLANTING DETAILS AND SPACING DETAILS.  
 C. SET PLANTS IN CENTER OF PIT. IN A VERTICAL POSITION SO THAT CROWN OF TREE WILL BE LEVEL WITH FINISH GRADE. AFTER ALL WORKING OF WATERING AND SETTLING AND SHALL BEAR THE SAME RELATIONSHIP TO THE FINISH GRADE THAT IT DID TO THE SOIL SURFACE IN THE CONTAINER.  
 D. PRIOR TO PLANTING, PITS SHALL BE FILLED WITH "PREPARED SOIL" WATER THOROUGHLY, BACKFILLING ANY VOIDS WITH ADDITIONAL "PREPARED PLANTING MIX".

- 23.0 TREE STAKING  
 A. STAKE ALL NON-GUYED TREES AT TIME OF PLANTING BY PLACING STAKE IN THE PREPARED HOLE AND DRIVING IT INTO SOLID GROUND. PLANT THE TREE AS CLOSE TO THE STAKE AS POSSIBLE WITHOUT CRUSHING THE ROOTS. FASTEN THE TIE TO THE UPPER END OF STAKE USING "CROWN TIES" (REFER TO DETAIL).  
 B. TREES 8" BOX SIZE OR LARGER, SHALL BE IMMEDIATELY TIE GUYED. TIE METHOD SHALL BE AS PER DETAILS. TIE TO BE EQUAL PER MFG INSTRUCTIONS.
- 24.0 ESPALIERING OF VINES  
 A. ALL TRELLISES AND STAKES ARE TO BE REMOVED FROM PLANTS, AND THE PLANTS SHALL BE STAKED AND TRAINED AGAINST FENCES OR WALLS UNLESS OTHERWISE APPROVED BY THE LANDSCAPE ARCHITECT. REFER TO DETAIL.  
 B. BARK MULCH  
 C. TREE CONTROL BARK INSTALLATION SHALL CONSIST OF PLACING 3" OF MEDIUM BARK WOOD BARK IN ALL SHRUB PLANTING AREAS. CONTRACTOR SHALL SUPPLY A ONE GALLON BAG SAMPLE TO CITY INSPECTOR FOR APPROVAL PRIOR TO DELIVERY. MFG. HALL CERTIFY BARK MUST BE BROWN AND GOLD. CONTRACTOR SHALL BE PROVIDED TO CITY LANDSCAPE ARCHITECT AVAIL. THRU: AGUINAGA GREEN - PHONE: 714-649-90

- 33.0 TURF AND/OR GROUNDCOVER  
 WEEDS WILL BE CONTINUOUSLY PROBLEM, MORE SO DURING THE EARLY STAGES BEFORE PLANTINGS BECOME FULLY ESTABLISHED, AND TO A LESSER DEGREE THEREAFTER. ALL AREAS SHOULD BE MAINTAINED WEED-FREE.
- PART B MAINTENANCE REQUIRED:**  
 1. REGULAR MOWING AND EDGE TRIMMING OF GRASS AREAS (TURF).  
 2. PERIODIC APPLICATION OF FERTILIZERS TO REMOVE SOIL COMPACTION AND THATCH BUILDUP, ALLOWING AIR AND WATER TO REACH THE ROOT SYSTEM OF GRASS.  
 3. CUTTING BACK OF EXCESS GROUNDCOVER TO PREVENT "CHOKING" OF OTHER TREES AND SHRUBS, AND TO KEEP IT FROM GROWING OVER WALKWAYS AND DRIVWAYS.  
 4. REGULAR GATHERING AND DISPOSAL OF LEAVES AND TRASH.

- 3.0 QUANTITIES AND TYPES  
 PLANT MATERIALS SHALL BE FURNISHED IN THE QUANTITIES AND/OR SPACING AS SHOWN OR NOTED FOR EACH LOCATION, AND SHALL BE OF THE SPECIES, KINDS, SIZES, ETC., AS SYMBOLIZED AND/OR DESCRIBED IN THE "PLANT MATERIAL LEGEND" PORTION OF THE DRAWINGS. THE CONTRACTOR SHALL PREPARE QUANTITIES ONLY AS A CONVENIENCE TO CONTRACTOR AND ASSUMES NO RESPONSIBILITY FOR ITS ACCURACY. THE LANDSCAPE ARCHITECT IS TO VERIFY ALL SIZES AND QUANTITIES. CONTRACTOR SHALL BE RESPONSIBLE FOR INSTALLATION OF ALL PLANT MATERIALS AT THE SPACING INDICATED ON THE PLANTING LEGEND.
- 4.0 VERIFICATION OF DIMENSIONS AND QUANTITIES  
 DIMENSIONS ARE APPROXIMATE. BEFORE PROCEEDING WITH ANY WORK, CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND QUANTITIES AND SHALL IMMEDIATELY INFORM LANDSCAPE ARCHITECT, OR OWNER'S REPRESENTATIVE OF ANY DISCREPANCIES BETWEEN THE DRAWINGS AND/OR SPECIFICATIONS AND ACTUAL SITE CONDITIONS. NO WORK SHALL BE DONE UNTIL THERE IS SUCH A DISCREPANCY UNTIL APPROVAL HAS BEEN GIVEN BY THE LANDSCAPE ARCHITECT.

- 10.0 GRADING AND SOIL PREPARATION  
 A. CONTRACTOR IS TO FINISH GRADE TO WITHIN 1/10TH OF A FOOT BELOW THE TOP OF PAVING WHERE PAVING EXISTS PER DETAILS.  
 B. MOISTURE CONTENT - THE SOILS SHALL NOT BE WORKED WHEN THE MOISTURE CONTENT IS ABOVE OR BELOW THAT OF THE NATIVE SOIL. MOISTURE WILL OCCUR, AND NOT WHEN IT IS SO DRY THAT DUST WILL FORM IN THE AIR OR THAT CLOUDS WILL NOT BREAK READILY. WATER SHALL BE APPLIED IF NECESSARY TO PREVENT DUST. CONTRACTOR SHALL BE RESPONSIBLE FOR PLANTING.  
 C. PRELIMINARY GRADING - PRELIMINARY GRADING SHALL BE DONE IN SUCH A MANNER AS TO ANTICIPATE THE FINISH GRADING. EXCESS SOILS SHALL BE REMOVED OR REDISTRIBUTED BEFORE APPLICATION OF FERTILIZER AND MULCH. WHILE SOIL IS TO BE REPLACED BY PLASTER SAND, ALLOWANCE SHALL BE MADE SO THAT WHEN FINISH GRADING HAS BEGUN, THERE SHALL BE NO DEFICIENCY IN THE SPECIFIED DEPTH OF BARK IN PLANTING BEDS.  
 D. WEEDS AND OTHER PLANTS SHALL BE REMOVED FROM ALL AREAS WHERE WEEDS AND GRASSES SHALL BE DUG OUT BY THE ROOTS AND DISPOSED OF OFF SITE (EXCEPT THOSE WEEDS AND GRASSES NOT OF THE "PERMANENT" TYPE). WEEDS AND GRASSES SHALL BE REMOVED FROM ALL AREAS WHERE WEEDS AND GRASSES WILL BE TURNED UNDER. PERENNIAL WEEDS AND GRASSES TO BE REMOVED SHALL BE KEPT EXPOSED ROOTS MUST BE MEANS OF WET SAWDUST. PEAT MOSS OR BURLAP AT ALL TIMES DURING PLANTING OPERATIONS. DO NOT EXPOSE ROOTS TO THE AIR EXCEPT WHILE BEING PLACED IN THE GROUND.  
 E. EXISTING PLANTS AND GRASSES SHALL BE PROTECTED BY THE CONTRACTOR WITHIN 48 HOURS AFTER NOTIFICATION BY THE OWNER'S REPRESENTATIVE.

- 15.0 PLANTING VINES, SHRUBS AND GROUNDCOVERS  
 A. VINES AND SHRUBS SHALL BE PLANTED PER DETAILS. COMPACTED SOIL AT BOTTOM OF PIT SHALL BE LOOSENED AND THE PIT FILLED WITH "PREPARED SOIL" TO THE BOTTOM OF THE BALL. WHEN THE PLANT HAS BEEN PROPERLY SET, THE PIT SHALL BE FILLED TO THE REQUIRED GRADE WITH "PREPARED SOIL" AND THOROUGHLY SETTLED BY TAMPING. REFER TO PLANTING DETAILS.  
 B. TREES OCCURRING SHALL BE PLANTED BEFORE FINAL PREPARATION OF THOSE AREAS.  
 C. ALL TREES SHALL BE INSTALLED WITH BARK PROTECTION DEVICES AT PREPARED PLANTING MIX.  
 D. PITS FOR FLAT SIZED PLANTS TO BE AT LEAST 4" X 4" X 4" GROUND COVER AREAS SHALL BE MAINTAINED PRIOR TO PLANTING. NO FLATTED OR UNFLATTED PLANTS SHALL BE PLANTED IN DRY SOIL.  
 E. SET PLANTS IN CENTER OF PITS SO THAT CROWN OF PLANT WILL BE 1 FEET BELOW FINISH GRADE AFTER SETTING OF SOIL. THEN BACKFILL AND WATER. REFER TO SPACING DETAILS.  
 F. PLANTING PITS SHALL BE WELL ROUNDED WITH RUNNERS AT LEAST 4" BUT NOT MORE THAN 6" IN LENGTH.

- 26.0 CERTIFICATES  
 IN ADDITION TO ANY OTHER CERTIFICATES SPECIFIED, CONTRACTOR SHALL FURNISH A CERTIFICATE WITH EACH DELIVERY OF BULK FERTILIZER, STATING THE SOURCE, QUANTITY AND TYPE OF MATERIAL AND THAT THE MATERIAL CONFORMS TO THE SPECIFICATION REQUIREMENTS. FOR BULK DELIVERED ORGANIC FERTILIZER, THE CERTIFICATE SHALL ALSO STATE THE VOLUME, NET WEIGHT, PERCENT OF NITROGEN AND PERCENT OF PHOSPHORIC ACID FOR EACH FERTILIZER AND SOIL CONDITIONER. IN CONTAINERS, A SIMILAR CERTIFICATE OR INVOICE SHALL BE FURNISHED WITH TOTAL QUANTITY BY WEIGHT AND VOLUME FOR EACH MATERIAL. THESE CERTIFICATES SHALL BE SUBMITTED TO THE LANDSCAPE ARCHITECT PRIOR TO THE START OF THE MAINTENANCE PERIOD.

- 36.0 MAINTENANCE  
 A. CONTRACTOR SHALL MAINTAIN A SUFFICIENT NUMBER OF MEN AND ADEQUATE EQUIPMENT TO PERFORM THE WORK HEREIN SPECIFIED. PLANT MAINTENANCE WORK SHALL CONSIST OF APPLYING HERBICIDES BY A CERTIFIED SPRAYER CARING FOR PLANTS INCLUDING GROUNDCOVERS, SHRUBS AND TREES, EDGING, ABRATING AND MOWING OF LAWNS, FERTILIZING AND CONTROL OF WEEDS, PESTS AND DISEASES.  
 B. DAMAGE TO ANY PLANTED AREA SHALL BE REPAIRED IMMEDIATELY. DEPRESSIONS CAUSED BY VEHICLES OR FOOT TRAFFIC SHALL BE FILLED WITH TOPSOIL, LEVELED AND REPLANTED. EXTERMINATE ALL RODENTS.  
 C. THE ENTIRE PROJECT SHALL BE MAINTAINED FOR A PERIOD OF 90 DAYS COMMENCING FROM THE TIME ALL ITEMS OF WORK HAVE BEEN COMPLETED TO THE SATISFACTION OF THE LANDSCAPE ARCHITECT AND CONTRACTOR. THE PROJECT SHALL BE CARED FOR IN A NEAT AND CLEAN MANNER AT ALL TIMES TO THE SATISFACTION OF THE OWNER AND LANDSCAPE ARCHITECT.

- 5.0 OBSERVATION / CERTIFICATION  
 A. ALL OBSERVATION APPROVAL PURPOSES WHEN PER CERTIFICATION IS REQUIRED, CONTRACTOR SHALL REQUEST INSPECTION AT LEAST TWO (2) WORKING DAYS IN ADVANCE OF THE TIME INSPECTION IS REQUIRED.  
 B. QUALITY CONTROL OBSERVATION SCHEDULES ARE AS FOLLOWS:  
 1. TESTING OF MAIN LINE PRIOR TO BACKFILLING. 150 PSI FOR 4 HOURS.  
 2. IRRIGATION COVERAGE TEST PRIOR TO PLANTING, BUT AFTER FINISH GRADING.  
 3. PLANT DELIVERY APPROVAL INCLUDING LINES, FLATS, CONTAINER PLANTS AND BOXED PLANTS.  
 4. PLANT PIT LOCATIONS, DEPTHS, AND BACKFILL MIX, INCLUDING LAWN AREAS AND BERM LOCATIONS.  
 5. COVERAGE TEST AFTER PLANTING, BUT BEFORE THE MAINTENANCE PERIOD INCLUDING CONTROLLER SEQUENCING.  
 6. INSPECTION OF MAINTENANCE PERIOD INCLUDING CONTROLLER SEQUENCING.

- 11.0 SOIL CONDITIONS AND SOIL TESTING  
 UNLESS OTHERWISE INSTRUCTED BY AN AGRONOMY REPORT (SEE PLAN, IN AREA) AND/OR APPROVAL OF THE LANDSCAPE ARCHITECT, CONTRACTOR SHALL TEST 1,000 SQUARE FEET OF AREA AND SHALL BE THOROUGHLY CULTIVATED IN TWO DIRECTIONS INTO THE TOP 6" OF SOIL, AND THE AREA WATERED DOWN.  
 A. 10 YDS. CANADIAN PLANT MIX  
 B. 15 LBS. GROW POWER PLUS FERTILIZER  
 C. 10 LBS. AG GYPSUM  
 D. 20 LBS. IRON SULFATE  
 E. 20 LBS. IRON SULFATE  
 F. 20 LBS. IRON SULFATE

- 16.0 TRIPS OCCURRING IN LAWNS  
 A. AREAS OCCURRING SHALL BE PLANTED BEFORE FINAL PREPARATION OF THOSE AREAS.  
 B. ALL TREES SHALL BE INSTALLED WITH BARK PROTECTION DEVICES AT PREPARED PLANTING MIX.  
 C. ALL TREES SHALL BE INSTALLED WITH BARK PROTECTION DEVICES AT PREPARED PLANTING MIX.  
 D. PITS FOR FLAT SIZED PLANTS TO BE AT LEAST 4" X 4" X 4" GROUND COVER AREAS SHALL BE MAINTAINED PRIOR TO PLANTING. NO FLATTED OR UNFLATTED PLANTS SHALL BE PLANTED IN DRY SOIL.  
 E. SET PLANTS IN CENTER OF PITS SO THAT CROWN OF PLANT WILL BE 1 FEET BELOW FINISH GRADE AFTER SETTING OF SOIL. THEN BACKFILL AND WATER. REFER TO SPACING DETAILS.  
 F. PLANTING PITS SHALL BE WELL ROUNDED WITH RUNNERS AT LEAST 4" BUT NOT MORE THAN 6" IN LENGTH.

- 27.0 PROTECTION  
 CONTRACTOR SHALL CAREFULLY AND CONTINUOUSLY PROTECT ALL AREAS INCLUDED IN THE CONTRACT, INCLUDING PLANT MATERIALS, FINCES SUPPORTS, ETC. UNTIL FINAL ACCEPTANCE OF THE WORK BY THE LANDSCAPE ARCHITECT AND OWNER'S REPRESENTATIVE.

- 37.0 MAINTENANCE  
 A. CONTRACTOR SHALL MAINTAIN A SUFFICIENT NUMBER OF MEN AND ADEQUATE EQUIPMENT TO PERFORM THE WORK HEREIN SPECIFIED. PLANT MAINTENANCE WORK SHALL CONSIST OF APPLYING HERBICIDES BY A CERTIFIED SPRAYER CARING FOR PLANTS INCLUDING GROUNDCOVERS, SHRUBS AND TREES, EDGING, ABRATING AND MOWING OF LAWNS, FERTILIZING AND CONTROL OF WEEDS, PESTS AND DISEASES.  
 B. DAMAGE TO ANY PLANTED AREA SHALL BE REPAIRED IMMEDIATELY. DEPRESSIONS CAUSED BY VEHICLES OR FOOT TRAFFIC SHALL BE FILLED WITH TOPSOIL, LEVELED AND REPLANTED. EXTERMINATE ALL RODENTS.  
 C. THE ENTIRE PROJECT SHALL BE MAINTAINED FOR A PERIOD OF 90 DAYS COMMENCING FROM THE TIME ALL ITEMS OF WORK HAVE BEEN COMPLETED TO THE SATISFACTION OF THE LANDSCAPE ARCHITECT AND CONTRACTOR. THE PROJECT SHALL BE CARED FOR IN A NEAT AND CLEAN MANNER AT ALL TIMES TO THE SATISFACTION OF THE OWNER AND LANDSCAPE ARCHITECT.

- THE LANDSCAPE ARCHITECT RESERVES THE RIGHT TO WAIVE, SHORTEN OR LENGTHEN EACH CONTROLLER STATION OPERATION DURING HIS OBSERVATION VISITS. MIX BACKFILL IN ONE CENTRAL LOCATION NOT AT EACH PLANT SITE UNLESS OTHERWISE APPROVED. A SETTING WILL BE PRE-SELECTED BY OWNER FOR STORAGE OF IRRIGATION EQUIPMENT IN CONTAINERS. OBSERVATION REPORTS SHALL BE MADE FOR EACH VISIT BY THE LANDSCAPE ARCHITECT AND ONE COPY EACH SHALL BE SUBMITTED TO THE OWNER AND CONTRACTOR.
- WHERE CONTRACTOR FAILS TO NOTIFY THE LANDSCAPE ARCHITECT FOR THE ABOVE OBSERVATION APPROVAL PURPOSES WHEN PER CERTIFICATION IS REQUIRED BY A LOCAL AGENCY, THE CONTRACTOR SHALL REMAIN SOLELY RESPONSIBLE TO PROTECT THE JOB CERTIFIABLE TO THE LANDSCAPE ARCHITECT, INCLUDING THE LANDSCAPE ARCHITECT'S FEES AND EXPENSES TO BE BILLED AT A RATE OF \$75.00/HOUR. IN THE EVENT CONTRACTOR IS NOT READY FOR OBSERVATION AT THE AGREED UPON SCHEDULED TIME, THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE COST OF THE LANDSCAPE ARCHITECT AND OTHER CONSULTANTS AT A RATE OF \$75.00/HOUR PER HOUR.

- 12.0 FINISH GRADING  
 WHEN PRELIMINARY GRADING (INCLUDING WEEDING AND FERTILIZING) HAS BEEN COMPLETED AND THE SOIL IS DRIED SUFFICIENTLY TO BE READILY WORKED, ALL LAWN AND PLANTING AREAS SHALL BE GRADED TO THE ELEVATIONS INDICATED ON THE DRAWINGS. GRADES NOT OTHERWISE INDICATED SHALL BE UNIFORM LEVELS OR SLOPES BETWEEN POINTS WHERE ELEVATIONS ARE GIVEN. MINOR ADJUSTMENTS OF FINISH GRADES SHALL BE MADE AT THE DISCRETION OF THE LANDSCAPE ARCHITECT, AT NO ADDITIONAL COST TO OWNER.

- 13.0 METHOD OF PLANTING AND WORK PROCEDURE  
 A. NO PLANTING SHALL BE DONE UNTIL OPERATIVE CONDITIONS IN CONJUNCTION WITH THE INSTALLATION OF THE SPRINKLER SYSTEM HAVE BEEN COMPLETED. FINAL GRADES HAVE BEEN ESTABLISHED. THE PLANTING SHALL BE PERFORMED IN ACCORDANCE WITH THE DRAWINGS AND APPROVAL OF THE LANDSCAPE ARCHITECT AND OWNER, AND THEY SHALL, IF NECESSARY, BE RELOCATED AS DIRECTED AS PART OF THE CONTRACT.  
 B. PLANTS SHALL BE REMOVED FROM THEIR CONTAINER AND SET SO THAT, WHEN SETTLED, THEY BEAR THE SAME RELATIONSHIP TO THE FINISH GRADE THAT THEY BORE TO THE NATURAL GRADE BEFORE BEING TRANSPLANTED. EACH PLANT SHALL BE PLANTED IN THE CENTER OF THE PIT AND BACKFILLED UNLESS OTHERWISE SPECIFIED. THE "PREPARED SOIL" NO SOIL IN MUDDY CONDITION SHALL BE USED FOR BACKFILLING. NO FILLING WILL BE PERMITTED AROUND TRUNKS OR STEMS. ALL BROKEN OR FRAYED ROOTS SHALL BE PROPERLY CUT OFF.  
 C. LANDSCAPE ARCHITECT SHALL APPROVE THE PLACING AND PLANTING OF ALL PLANTS.  
 D. IN THE EVENT THAT UNDERGROUND CONSTRUCTION WORK OR OBSTRUCTIONS ARE ENCOUNTERED IN THE PLANTING OPERATION, ALTERNATE LOCATIONS FOR PLANT MATERIAL WILL BE SELECTED BY THE LANDSCAPE ARCHITECT, AND PLANTING COMPLETED AT NO EXTRA COST TO OWNER.

- 14.0 PLANTING OF TREES  
 A. POSITION PLANTS IN PLANT LOCATIONS INDICATED ON DRAWINGS AND SECURE APPROVAL BEFORE EXCAVATING PITS, MAKING NECESSARY ADJUSTMENTS AS INDICATED.  
 B. PITS FOR TREES SHALL BE DIG SLOPED WITH BOTTOMS LEVEL. THE LENGTH OF SIDES AND DEPTH QUOTE TO ONE AND ONE-HALF TIMES THE DIAMETER OF THE TREE BALL. COMPACTED SOILS AT SIDES AND BOTTOMS SHALL BE DEPRESSURED BY SCALING OR OTHER APPROVED METHOD. PITS SHALL BE BACKFILLED WITH "PREPARED SOIL" TO THEIR REQUIRED GRADE AND THE BALANCE OF THE PIT FILLED WITH "PREPARED SOIL" THOROUGHLY BY WATER APPLICATION. REFER TO PLANTING DETAILS AND SPACING DETAILS.  
 C. SET PLANTS IN CENTER OF PIT. IN A VERTICAL POSITION SO THAT CROWN OF TREE WILL BE LEVEL WITH FINISH GRADE. AFTER ALL WORKING OF WATERING AND SETTLING AND SHALL BEAR THE SAME RELATIONSHIP TO THE FINISH GRADE THAT IT DID TO THE SOIL SURFACE IN THE CONTAINER.  
 D. PRIOR TO PLANTING, PITS SHALL BE FILLED WITH "PREPARED SOIL" WATER THOROUGHLY, BACKFILLING ANY VOIDS WITH ADDITIONAL "PREPARED PLANTING MIX".

- 38.0 GROUND COVER AND SHRUB AREA MAINTENANCE  
 A. WATERING - WATER EVERY DAY ONCE PER DAY FOR TWO WEEKS AND THEREAFTER GRADUALLY REDUCE FREQUENCY OF WATERING TO THREE TIMES PER WEEK. CONTRACTOR SHALL CONTINUE TO WATER THROUGHOUT UNTIL FINAL ACCEPTANCE BY THE LANDSCAPE ARCHITECT AND OWNER.  
 B. MOWING - (TALL PESTICIDE LAWNS) - THE LAWN SHALL BE MOWED AT A HEIGHT OF 3 INCHES. MOWING SHOULD BE DONE WITH A MOWER THAT REACHES 3" IN HEIGHT. COLLECT GRASS CLIPPING DURING MOWING OPERATIONS AND REMOVE FROM THE SITE. AFTER EACH CUTTING, THE EDGE OF THE GRASS SHALL BE TRIMMED TO A NEAT AND UNIFORM LINE. THE LAWN SHOULD BE MAINTAINED NEATLY AT ALL TIMES.

- 6.0 MATERIALS  
 PLANT MATERIALS INDICATED ON THE DRAWINGS AND HEREIN SPECIFIED SHALL CONFORM TO THE FOLLOWING:  
 A. NOMENCLATURE - PLANT NAMES INDICATED ON THE DRAWINGS CONFORM TO "STANDARD PLANT NAMES" ESTABLISHED BY THE AMERICAN JOINT COMMITTEE ON HORTICULTURE. EXCEPT FOR NAMES COVERED THEREIN, THE ESTABLISHED CUSTOM OF THE NURSERY IS FOLLOWED.  
 B. CONDITION - PLANTS SHALL BE SYMMETRICAL, TYPICAL FOR VARIETY AND SPECIES, SOUND, HEALTHY, VIGOROUS, FREE FROM ALL DISEASE, INSECT PESTS, OR THEIR EGGS, AND SHALL HAVE HEALTHY, NORMAL ROOT SYSTEMS, WITH FILLING THEIR CONTAINERS, BUT NOT TO THE POINT OF BEING ROOT BOUND. PLANTS SHALL NOT BE PRINTED PRIOR TO DELIVERY, EXCEPT AS AUTHORIZED BY LANDSCAPE ARCHITECT. IN NO CASE SHALL TREES BE TAPPED BEFORE DELIVERY.  
 C. DIMENSIONS - THE HEIGHT AND SPREAD OF ALL PLANT MATERIAL SHALL BE MEASURED WITH BRANCHES IN THEIR NORMAL POSITION, AND SHALL BE AS INDICATED ON THE DRAWINGS. THE CALIPERS OF ALL TREES SHALL BE MEASURED 4" ABOVE THE SURFACE OF THE GROUND, WHERE CALIPER OR OTHER DIMENSIONS OF ANY PLANT MATERIALS ARE OMITTED FROM THE "PLANT LEGEND", IT SHALL BE UNDERSTOOD THAT THESE PLANT MATERIALS SHALL BE NORMAL AMERICAN NURSERYMEN'S STOCK FOR TYPE LISTED.  
 D. INSPECTION - ALL PLANT MATERIALS MUST HAVE BEEN PREVIOUSLY INSPECTED AT THE NURSERY BY A STATE OR COUNTY HORTICULTURAL DEPARTMENT, AND SHALL BE SUBJECT TO THE INSPECTION AND APPROVAL OF THE LANDSCAPE ARCHITECT BEFORE PLANTING.  
 E. PLANT LEGEND - IS INDICATED ON DRAWINGS AND LEGEND.  
 F. SIZES OF PLANTS - SHALL BE AS STATED ON THE LEGEND. PLANT SIZES SHALL MEET THE "AMERICAN STANDARD FOR NURSERY STOCK" A.N.S.I. Z 66.1 - 1996.  
 G. SUBSTITUTIONS - ANY SUBSTITUTIONS OF PLANT MATERIALS SHALL BE PERMITTED PROVIDED THE SUBSTITUTED MATERIALS ARE APPROVED IN ADVANCE BY THE LANDSCAPE ARCHITECT, AND THE SUBSTITUTIONS ARE NOT TO BE MADE AT THE DISCRETION OF THE CONTRACTOR. AUTHORIZED VARIATIONS, ALL SUBSTITUTED PLANT MATERIALS SHALL CONFORM TO THE REQUIREMENTS OF THESE SPECIFICATIONS. IF THE ACCEPTED SUBSTITUTED MATERIALS ARE OF A LESSER VALUE THAN THOSE INDICATED OR SPECIFIED, THE CONTRACT PRICE WILL BE ADJUSTED IN ACCORDANCE WITH THE PROVISIONS OF THE CONTRACT.  
 H. PLANTS NOT APPROVED - PLANTS NOT APPROVED ARE TO BE REMOVED FROM THE SITE IMMEDIATELY AND REPLACED WITH SUITABLE PLANTS. THE OWNER OR LAND ARCH. RESERVES THE RIGHT TO REJECT ENTIRE LOTS OF PLANTS REPRESENTED BY DEFECTIVE SAMPLES.

- 15.0 PLANTING VINES, SHRUBS AND GROUNDCOVERS  
 A. VINES AND SHRUBS SHALL BE PLANTED PER DETAILS. COMPACTED SOIL AT BOTTOM OF PIT SHALL BE LOOSENED AND THE PIT FILLED WITH "PREPARED SOIL" TO THE BOTTOM OF THE BALL. WHEN THE PLANT HAS BEEN PROPERLY SET, THE PIT SHALL BE FILLED TO THE REQUIRED GRADE WITH "PREPARED SOIL" AND THOROUGHLY SETTLED BY TAMPING. REFER TO PLANTING DETAILS.  
 B. TREES OCCURRING SHALL BE PLANTED BEFORE FINAL PREPARATION OF THOSE AREAS.  
 C. ALL TREES SHALL BE INSTALLED WITH BARK PROTECTION DEVICES AT PREPARED PLANTING MIX.  
 D. PITS FOR FLAT SIZED PLANTS TO BE AT LEAST 4" X 4" X 4" GROUND COVER AREAS SHALL BE MAINTAINED PRIOR TO PLANTING. NO FLATTED OR UNFLATTED PLANTS SHALL BE PLANTED IN DRY SOIL.  
 E. SET PLANTS IN CENTER OF PITS SO THAT CROWN OF PLANT WILL BE 1 FEET BELOW FINISH GRADE AFTER SETTING OF SOIL. THEN BACKFILL AND WATER. REFER TO SPACING DETAILS.  
 F. PLANTING PITS SHALL BE WELL ROUNDED WITH RUNNERS AT LEAST 4" BUT NOT MORE THAN 6" IN LENGTH.

- 17.0 CARE OF PLANTS BEFORE AND DURING PLANTING  
 A. PLANTS SHALL NOT BE ALLOWED TO DRY OUT BEFORE OR WHILE BEING PLANTED. THEY SHALL BE KEPT MOIST BY MEANS OF WET SAWDUST, PEAT MOSS OR BURLAP AT ALL TIMES DURING PLANTING OPERATIONS. DO NOT EXPOSE ROOTS TO THE AIR EXCEPT WHILE BEING PLACED IN THE GROUND.  
 B. DAMAGE TO ANY PLANTED AREA SHALL BE REPAIRED IMMEDIATELY. DEPRESSIONS CAUSED BY VEHICLES OR FOOT TRAFFIC SHALL BE FILLED WITH TOPSOIL, LEVELED AND REPLANTED. EXTERMINATE ALL RODENTS.  
 C. THE ENTIRE PROJECT SHALL BE MAINTAINED FOR A PERIOD OF 90 DAYS COMMENCING FROM THE TIME ALL ITEMS OF WORK HAVE BEEN COMPLETED TO THE SATISFACTION OF THE LANDSCAPE ARCHITECT AND CONTRACTOR. THE PROJECT SHALL BE CARED FOR IN A NEAT AND CLEAN MANNER AT ALL TIMES TO THE SATISFACTION OF THE OWNER AND LANDSCAPE ARCHITECT.

- 28.0 MAINTENANCE  
 A. CONTRACTOR SHALL MAINTAIN A SUFFICIENT NUMBER OF MEN AND ADEQUATE EQUIPMENT TO PERFORM THE WORK HEREIN SPECIFIED. PLANT MAINTENANCE WORK SHALL CONSIST OF APPLYING HERBICIDES BY A CERTIFIED SPRAYER CARING FOR PLANTS INCLUDING GROUNDCOVERS, SHRUBS AND TREES, EDGING, ABRATING AND MOWING OF LAWNS, FERTILIZING AND CONTROL OF WEEDS, PESTS AND DISEASES.  
 B. DAMAGE TO ANY PLANTED AREA SHALL BE REPAIRED IMMEDIATELY. DEPRESSIONS CAUSED BY VEHICLES OR FOOT TRAFFIC SHALL BE FILLED WITH TOPSOIL, LEVELED AND REPLANTED. EXTERMINATE ALL RODENTS.  
 C. THE ENTIRE PROJECT SHALL BE MAINTAINED FOR A PERIOD OF 90 DAYS COMMENCING FROM THE TIME ALL ITEMS OF WORK HAVE BEEN COMPLETED TO THE SATISFACTION OF THE LANDSCAPE ARCHITECT AND CONTRACTOR. THE PROJECT SHALL BE CARED FOR IN A NEAT AND CLEAN MANNER AT ALL TIMES TO THE SATISFACTION OF THE OWNER AND LANDSCAPE ARCHITECT.

- 39.0 MAINTENANCE  
 A. CONTRACTOR SHALL MAINTAIN A SUFFICIENT NUMBER OF MEN AND ADEQUATE EQUIPMENT TO PERFORM THE WORK HEREIN SPECIFIED. PLANT MAINTENANCE WORK SHALL CONSIST OF APPLYING HERBICIDES BY A CERTIFIED SPRAYER CARING FOR PLANTS INCLUDING GROUNDCOVERS, SHRUBS AND TREES, EDGING, ABRATING AND MOWING OF LAWNS, FERTILIZING AND CONTROL OF WEEDS, PESTS AND DISEASES.  
 B. DAMAGE TO ANY PLANTED AREA SHALL BE REPAIRED IMMEDIATELY. DEPRESSIONS CAUSED BY VEHICLES OR FOOT TRAFFIC SHALL BE FILLED WITH TOPSOIL, LEVELED AND REPLANTED. EXTERMINATE ALL RODENTS.  
 C. THE ENTIRE PROJECT SHALL BE MAINTAINED FOR A PERIOD OF 90 DAYS COMMENCING FROM THE TIME ALL ITEMS OF WORK HAVE BEEN COMPLETED TO THE SATISFACTION OF THE LANDSCAPE ARCHITECT AND CONTRACTOR. THE PROJECT SHALL BE CARED FOR IN A NEAT AND CLEAN MANNER AT ALL TIMES TO THE SATISFACTION OF THE OWNER AND LANDSCAPE ARCHITECT.

- 7.0 FERTILIZERS AND SOIL CONDITIONS (FOR BID PURPOSES ONLY):  
 A. ALL SOIL AMENDMENTS, SOG AND PLANTS SHALL BE SUBMITTED FOR INSPECTION AND STORED ON SITE UNTIL THE FURNISHING OF MATERIALS IS COMPLETED. DELIVERY MAY BEGIN UPON APPROVAL OF SAMPLES BY LANDSCAPE ARCHITECT.  
 B. ORGANIC FERTILIZER MAY BE PROCESSED SEWAGE SLUDGE WITH A NITROGEN CONTENT OF 2% PHOSPHORIC ACID AS EQUAL TO "NITRO-HUMUS" METHOD OF PROCESSING SLUDGE. DO NOT DESTROY NORMAL BACTERIAL CONTENT.  
 C. FERTILIZERS, GUARANTEES, CLEAN-UP, STAKING, GUYING AND ESPALIERING, MISCELLANEOUS ALLOWANCES.

- 16.0 TRIPS OCCURRING IN LAWNS  
 A. AREAS OCCURRING SHALL BE PLANTED BEFORE FINAL PREPARATION OF THOSE AREAS.  
 B. ALL TREES SHALL BE INSTALLED WITH BARK PROTECTION DEVICES AT PREPARED PLANTING MIX.  
 C. ALL TREES SHALL BE INSTALLED WITH BARK PROTECTION DEVICES AT PREPARED PLANTING MIX.  
 D. PITS FOR FLAT SIZED PLANTS TO BE AT LEAST 4" X 4" X 4" GROUND COVER AREAS SHALL BE MAINTAINED PRIOR TO PLANTING. NO FLATTED OR UNFLATTED PLANTS SHALL BE PLANTED IN DRY SOIL.  
 E. SET PLANTS IN CENTER OF PITS SO THAT CROWN OF PLANT WILL BE 1 FEET BELOW FINISH GRADE AFTER SETTING OF SOIL. THEN BACKFILL AND WATER. REFER TO SPACING DETAILS.  
 F. PLANTING PITS SHALL BE WELL ROUNDED WITH RUNNERS AT LEAST 4" BUT NOT MORE THAN 6" IN LENGTH.

- 18.0 SODDING LAWN  
 A. CULTIVATE ALL LAWN AREAS TO A DEPTH OF 12". ROCKS AND DEBRIS LARGER THAN 1" IN DIAMETER WHICH ARE BROUGHT TO THE SURFACE BY CULTIVATION SHALL BE REMOVED FROM THE SITE. IF CULTIVATION DOES NOT BREAK CLUMPS, A SPECIAL ROTARY HARROW SHALL BE PULLED BEHIND A MECHANICAL SEEDER OR TRACTOR.  
 B. AREAS TO BE PLANTED IN SOG SHALL BE FINISHED SMOOTH TO PRESENT A NEAT AND UNIFORM GRADE. PRIOR TO INSTALLATION, THE LAWN BED SHALL BE INSPECTED AND APPROVED BY THE LANDSCAPE ARCHITECT BEFORE SODDING.  
 C. ALL SODDED AREAS SHALL BE THOROUGHLY WATERED, FERTILIZED, AND KEPT MOIST BY BRIGATING AS OFTEN AS REQUIRED.  
 D. ANY LAWN AREAS THAT DO NOT SHOW A PROPER CATCH OF GRASS SHALL BE RE-SODDED AT 7 DAY INTERVALS UNTIL AN ACCEPTABLE STAND OF GRASS IS ASSURED.

- 29.0 LAWN MAINTENANCE  
 A. WATERING - WATER EVERY DAY ONCE PER DAY FOR TWO WEEKS AND THEREAFTER GRADUALLY REDUCE FREQUENCY OF WATERING TO THREE TIMES PER WEEK. CONTRACTOR SHALL CONTINUE TO WATER THROUGHOUT UNTIL FINAL ACCEPTANCE BY THE LANDSCAPE ARCHITECT AND OWNER.  
 B. MOWING - (TALL PESTICIDE LAWNS) - THE LAWN SHALL BE MOWED AT A HEIGHT OF 3 INCHES. MOWING SHOULD BE DONE WITH A MOWER THAT REACHES 3" IN HEIGHT. COLLECT GRASS CLIPPING DURING MOWING OPERATIONS AND REMOVE FROM THE SITE. AFTER EACH CUTTING, THE EDGE OF THE GRASS SHALL BE TRIMMED TO A NEAT AND UNIFORM LINE. THE LAWN SHOULD BE MAINTAINED NEATLY AT ALL TIMES.

- 40.0 GROUND COVER AND SHRUB AREA MAINTENANCE  
 A. WATERING - WATER EVERY DAY ONCE PER DAY FOR TWO WEEKS AND THEREAFTER GRADUALLY REDUCE FREQUENCY OF WATERING TO THREE TIMES PER WEEK. CONTRACTOR SHALL CONTINUE TO WATER THROUGHOUT UNTIL FINAL ACCEPTANCE BY THE LANDSCAPE ARCHITECT AND OWNER.  
 B. MOWING - (TALL PESTICIDE LAWNS) - THE LAWN SHALL BE MOWED AT A HEIGHT OF 3 INCHES. MOWING SHOULD BE DONE WITH A MOWER THAT REACHES 3" IN HEIGHT. COLLECT GRASS CLIPPING DURING MOWING OPERATIONS AND REMOVE FROM THE SITE. AFTER EACH CUTTING, THE EDGE OF THE GRASS SHALL BE TRIMMED TO A NEAT AND UNIFORM LINE. THE LAWN SHOULD BE MAINTAINED NEATLY AT ALL TIMES.

- 8.0 MATERIALS  
 PLANT MATERIALS INDICATED ON THE DRAWINGS AND HEREIN SPECIFIED SHALL CONFORM TO THE FOLLOWING:  
 A. NOMENCLATURE - PLANT NAMES INDICATED ON THE DRAWINGS CONFORM TO "STANDARD PLANT NAMES" ESTABLISHED BY THE AMERICAN JOINT COMMITTEE ON HORTICULTURE. EXCEPT FOR NAMES COVERED THEREIN, THE ESTABLISHED CUSTOM OF THE NURSERY IS FOLLOWED.  
 B. CONDITION - PLANTS SHALL BE SYMMETRICAL, TYPICAL FOR VARIETY AND SPECIES, SOUND, HEALTHY, VIGOROUS, FREE FROM ALL DISEASE, INSECT PESTS, OR THEIR EGGS, AND SHALL HAVE HEALTHY, NORMAL ROOT SYSTEMS, WITH FILLING THEIR CONTAINERS, BUT NOT TO THE POINT OF BEING ROOT BOUND. PLANTS SHALL NOT BE PRINTED PRIOR TO DELIVERY, EXCEPT AS AUTHORIZED BY LANDSCAPE ARCHITECT. IN NO CASE SHALL TREES BE TAPPED BEFORE DELIVERY.  
 C. DIMENSIONS - THE HEIGHT AND SPREAD OF ALL PLANT MATERIAL SHALL BE MEASURED WITH BRANCHES IN THEIR NORMAL POSITION, AND SHALL BE AS INDICATED ON THE DRAWINGS. THE CALIPERS OF ALL TREES SHALL BE MEASURED 4" ABOVE THE SURFACE OF THE GROUND, WHERE CALIPER OR OTHER DIMENSIONS OF ANY PLANT MATERIALS ARE OMITTED FROM THE "PLANT LEGEND", IT SHALL BE UNDERSTOOD THAT THESE PLANT MATERIALS SHALL BE NORMAL AMERICAN NURSERYMEN'S STOCK FOR TYPE LISTED.  
 D. INSPECTION - ALL PLANT MATERIALS MUST HAVE BEEN PREVIOUSLY INSPECTED AT THE NURSERY BY A STATE OR COUNTY HORTICULTURAL DEPARTMENT, AND SHALL BE SUBJECT TO THE INSPECTION AND APPROVAL OF THE LANDSCAPE ARCHITECT BEFORE PLANTING.  
 E. PLANT LEGEND - IS INDICATED ON DRAWINGS AND LEGEND.  
 F. SIZES OF PLANTS - SHALL BE AS STATED ON THE LEGEND. PLANT SIZES SHALL MEET THE "AMERICAN STANDARD FOR NURSERY STOCK" A.N.S.I. Z 66.1 - 1996.  
 G. SUBSTITUTIONS - ANY SUBSTITUTIONS OF PLANT MATERIALS SHALL BE PERMITTED PROVIDED THE SUBSTITUTED MATERIALS ARE APPROVED IN ADVANCE BY THE LANDSCAPE ARCHITECT, AND THE SUBSTITUTIONS ARE NOT TO BE MADE AT THE DISCRETION OF THE CONTRACTOR. AUTHORIZED VARIATIONS, ALL SUBSTITUTED PLANT MATERIALS SHALL CONFORM TO THE REQUIREMENTS OF THESE SPECIFICATIONS. IF THE ACCEPTED SUBSTITUTED MATERIALS ARE OF A LESSER VALUE THAN THOSE INDICATED OR SPECIFIED, THE CONTRACT PRICE WILL BE ADJUSTED IN ACCORDANCE WITH THE PROVISIONS OF THE CONTRACT.  
 H. PLANTS NOT APPROVED - PLANTS NOT APPROVED ARE TO BE REMOVED FROM THE SITE IMMEDIATELY AND REPLACED WITH SUITABLE PLANTS. THE OWNER OR LAND ARCH. RESERVES THE RIGHT TO REJECT ENTIRE LOTS OF PLANTS REPRESENTED BY DEFECTIVE SAMPLES.

- 19.0 WATERING  
 A. IMMEDIATELY AFTER PLANTING, WATER SHALL BE APPLIED BY HOSE IN A MODERATE STREAM IN THE PLANTING HOLES UNTIL THE MATERIAL ABOUT THE ROOTS IS COMPLETELY SATURATED FROM THE BOTTOM OF THE HOLE TO THE TOP OF THE GROUND.  
 B. PLANTS WHICH CANNOT BE WATERED EFFICIENTLY WITH THE EXISTING HOSE SHALL BE WATERED BY MEANS OF A ROSE.  
 C. APPLY WATER IN SUFFICIENT QUANTITIES, AND AS OFTEN AS NECESSARY AND SOIL CONDITIONS PERMIT, TO KEEP THE GROUND WET AT ALL TIMES, WELL BELOW THE ROOT SYSTEM OF GRASS AND PLANTING. CARE IS TO BE TAKEN IN WATERING SO AS NOT TO CAUSE EROSION DAMAGE.  
 D. FOLLOWING THE PLANTING OF GROUND COVER PLANTS IMMEDIATELY WATER WITH WATER BY THE IRRIGATION SYSTEM OR BY A GUY RUNNING HOSE SPRAY.

- 20.0 WATERING  
 A. IMMEDIATELY AFTER PLANTING, WATER SHALL BE APPLIED BY HOSE IN A MODERATE STREAM IN THE PLANTING HOLES UNTIL THE MATERIAL ABOUT THE ROOTS IS COMPLETELY SATURATED FROM THE BOTTOM OF THE HOLE TO THE TOP OF THE GROUND.  
 B. PLANTS WHICH CANNOT BE WATERED EFFICIENTLY WITH THE EXISTING HOSE SHALL BE WATERED BY MEANS OF A ROSE.  
 C. APPLY WATER IN SUFFICIENT QUANTITIES, AND AS OFTEN AS NECESSARY AND SOIL CONDITIONS PERMIT, TO KEEP THE GROUND WET AT ALL TIMES, WELL BELOW THE ROOT SYSTEM OF GRASS AND PLANTING. CARE IS TO BE TAKEN IN WATERING SO AS NOT TO CAUSE EROSION DAMAGE.  
 D. FOLLOWING THE PLANTING OF GROUND COVER PLANTS IMMEDIATELY WATER WITH WATER BY THE IRRIGATION SYSTEM OR BY A GUY RUNNING HOSE SPRAY.

- 30.0 GROUND COVER AND SHRUB AREA MAINTENANCE  
 A. WATERING - WATER EVERY DAY ONCE PER DAY FOR TWO WEEKS AND THEREAFTER GRADUALLY REDUCE FREQUENCY OF WATERING TO THREE TIMES PER WEEK. CONTRACTOR SHALL CONTINUE TO WATER THROUGHOUT UNTIL FINAL ACCEPTANCE BY THE LANDSCAPE ARCHITECT AND OWNER.  
 B. MOWING - (TALL PESTICIDE LAWNS) - THE LAWN SHALL BE MOWED AT A HEIGHT OF 3 INCHES. MOWING SHOULD BE DONE WITH A MOWER THAT REACHES 3" IN HEIGHT. COLLECT GRASS CLIPPING DURING MOWING OPERATIONS AND REMOVE FROM THE SITE. AFTER EACH CUTTING, THE EDGE OF THE GRASS SHALL BE TRIMMED TO A NEAT AND UNIFORM LINE. THE LAWN SHOULD BE MAINTAINED NEATLY AT ALL TIMES.

- 41.0 GUARANTEE AND REPLACEMENTS  
 A. ALL SHRUBS AND GROUNDCOVER SHALL BE GUARANTEED BY CONTRACTOR AS TO GROWTH AND HEALTH FOR A PERIOD OF 90 DAYS AFTER COMPLETION OF THE SPECIFIED MAINTENANCE PERIOD, AND/OR FINAL ACCEPTANCE BY THE LANDSCAPE ARCHITECT. ALL TREES UP TO 24" BOX SIZE SHALL BE GUARANTEED BY CONTRACTOR TO LIVE AND GROW IN AN ACCEPTABLE UPRIGHT POSITION FOR A PERIOD OF ONE (1) YEAR AFTER COMPLETION OF THE SPECIFIED MAINTENANCE PERIOD,

THIS DRAWING IS SUBJECT TO ACTUAL ON-SITE FIELD CONDITIONS. THESE CONDITIONS MAY REQUIRE MODIFICATIONS OF THE CONSTRUCTION OF THE PROJECT IN ORDER TO FULFILL THE DESIGN INTENT OF THIS DRAWING OR TO CONFORM TO LOCAL BUILDING CODES. ALL DIMENSIONS AND ELEVATIONS ARE TO BE VERIFIED IN THE FIELD BY THE CONTRACTOR. ANY DISCREPANCIES ARE TO BE BROUGHT TO THE ATTENTION OF THE OWNER AND LANDSCAPE ARCHITECT/DESIGNER PRIOR TO COMMENCING WORK. THE CONTRACTOR SHALL CALL 'DIG-ALERT' TO LOCATE UNDERGROUND UTILITIES OR STRUCTURES PRIOR TO COMMENCING WORK.

**HOMEOWNER P.O.C.**

APPROX. POINT OF CONNECTION  
 STATIC PRESSURE = 65 PSI  
 EXISTING 1" WATER METER  
 DEMAND (DESIGNED) = 8.0 GPH

**LATERAL PIPE SIZING CHART**  
 CLASS 200 PVC

SIZE	FLOW (GPM)
3/4"	0 - 10.5
1"	11 - 17
1-1/4"	17.5 - 27
1-1/2"	27.5 - 37
2"	37.5 - 47

**LATERAL PIPE SIZING CHART**  
 SCH. 40 PVC

SIZE	FLOW (GPM)
3/4"	0 - 8
1"	8.1 - 12
1-1/4"	12.1 - 22
1-1/2"	22.1 - 30
2"	30.1 - 50

**FRICITION LOSS CALCULATIONS**

P.O.C. NO.: 1  
 VALVE NO.: 1  
 DEMAND: 8.0 GPH

ORIGINAL STATIC PRESSURE: 65 PSI  
 STATIC PRESSURE AT METER

1" WATER METER	1.0 PSI
1" BACKFLOW	12.0 PSI
1" PIPE (MAINLINE)	2.0 PSI
1" CONTROL VALVE	2.5 PSI
1" PIPE (LATERAL)	3.5 PSI
MISC. LOSSES	2.3 PSI
ELEVATION CHANGE	1.5 PSI
<b>TOTAL PRESSURE LOSS</b>	<b>24.8 PSI</b>

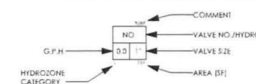
PRESSURE AT HEAD: 40.2 PSI  
 MINIMUM PRESSURE TO OPERATE: 21.8 PSI  
 RESIDUAL PRESSURE: 18.4 PSI

**IRRIGATION LEGEND**

SYMBOL	MFR.	MODEL COMMENTS	DETAIL
	RAINBIRD	XAC2-100/075 ANTI SIPHON CONTROL VALVE ASSEMBLY (SIZE PER PLAN) - (OR EQUAL)	D1/4
	KING BROS.	EBV-0000T PVC BLOCKED BALL VALVE (LINE SIZE)	D8/4
	HUNTER	I-CORE IC-600-PLI CABINET INTERIOR MOUNTED SMART CONTROLLER W/ MODULE EXPANSION PACK AS REQUIRED - PROVIDE MIN. (3) BLANK/EXTRA STATIONS	D7/4
	NETAFIM (OR EQUAL)	TLHCVR11-12 (TURF) INSTALL LINES @ 12" O.C. OR PER MANUFACTURER'S/SOILS REPORT RECOMMENDATIONS - INSTALL WHERE SPRAY HEADS ARE NOT SUITABLE. INSTALL & PREPARED SURFACE BELOW SOD (SEE NOTES)	D1-5/5
	NETAFIM (OR EQUAL)	TLHCVR3-18 (SHRUB) INSTALL LINES @ 12" O.C. OR PER MANUFACTURER'S/SOILS REPORT RECOMMENDATIONS - INSTALL @ SURFACE, COVER W/ MULCH (SEE NOTES)	D1-5/5
	NETAFIM (OR EQUAL)	TLHCVR11-12 (TURF) INSTALL LINES @ 12" O.C. OR PER MANUFACTURER'S/SOILS REPORT RECOMMENDATIONS - INSTALL @ SURFACE, COVER W/ MULCH (SEE NOTES)	D1-5/5
	APPROVED	CLASS 200 PVC LATERAL LINE (SIZE PER PLAN)	D4/4
	APPROVED	1 1/4" SCHEDULE 40 MAINLINE - 18" COVER (SIZE PER PLAN)	D3.4/4
	APPROVED	CLASS 200 PVC TREE BUBBLER LATERAL LINE (SIZE PER PLAN)	D3.4/4
	APPROVED	SCHEDULE 40 PVC SLEEVE - 2X PIPE DIAMETER	D3/4
	KING BROS.	LINE SIZE SPRING/SWING IN-LINE CHECK VALVE - AS REQUIRED	
	APPROVED	DOMESTIC WATER METER BY OWNER - PER LOCAL WATER PURVEYOR	
	HUNTER	WIRELESS SOLAR SYNC. WCC-SEN (MOUNT TO FENCE/WALL UNOBSTRUCTED BY OVERHEAD BLOCKAGE) - INSTALL PER MFG. INSTRUCTIONS	D6/4
	RAINBIRD	AIR VAC (INSTALL AT HIGH POINT IN EACH ZONE)	D1/5
	RAINBIRD	FLUSH VALVE (INSTALL AT LOW POINT IN EACH ZONE)	D2/5
	WATTS	70 SERIES PRESSURE REGULATOR IN A GREEN 6" ROUND VALVE BOX	D7/4
	ZURN WILKINS	MODEL 35XL - ATMOSPHERIC VACUUM BREAKER - AS REQUIRED (ZONES WHERE CONTROL VALVE IS LOCATED AT LOWER ELEVATION THAN IRRIGATED SYSTEM) - (OR EQUAL)	D2/4

**NOTES:**

- INSTALL DRIP TUBE @ SURFACE W/ LINES @ 12" O.C. (UNLESS OTHERWISE SPECIFIED BY MANUFACTURER OR SOILS REPORT) - COVERED W/ MULCH IN SHRUB AREAS, STAPLE TO GROUND AT 36" O.C.
- CONTRACTOR SHALL VERIFY HIGH AND LOW POINTS FOR LOCATION OF AIR/VACS & FLUSH VALVES (AS REQUIRED)
- PROVIDE TWO EXTRA 3/4" DRIP VALVES FOR POT IRRIGATION (ONE FRONT, ONE REAR).
- CONTRACTOR SHALL CONNECT EXISTING VALVES TO NEW CONTROLLER & MAINLINE (AS REQUIRED)



**CONTROLLER RUN TIMES**

SHRUB - DRIP  
 MODERATE WATER USE - SANDY LOAM - DRIP - 50 GAL/HR

MONTH	JAN.	FEB.	MAR.	APR.	MAY	JUN.	JUL.	AUG.	SEP.	OCT.	NOV.	DEC.
MAXIMUM MINUTES PER START TIME	44	44	44	44	44	44	44	44	44	44	44	44
START TIMES PER WEEK *	3	3	4	5	6	7	8	7	5	4	3	3
TOTAL MINUTES PER WEEK	132	132	176	220	264	308	352	308	220	176	132	132

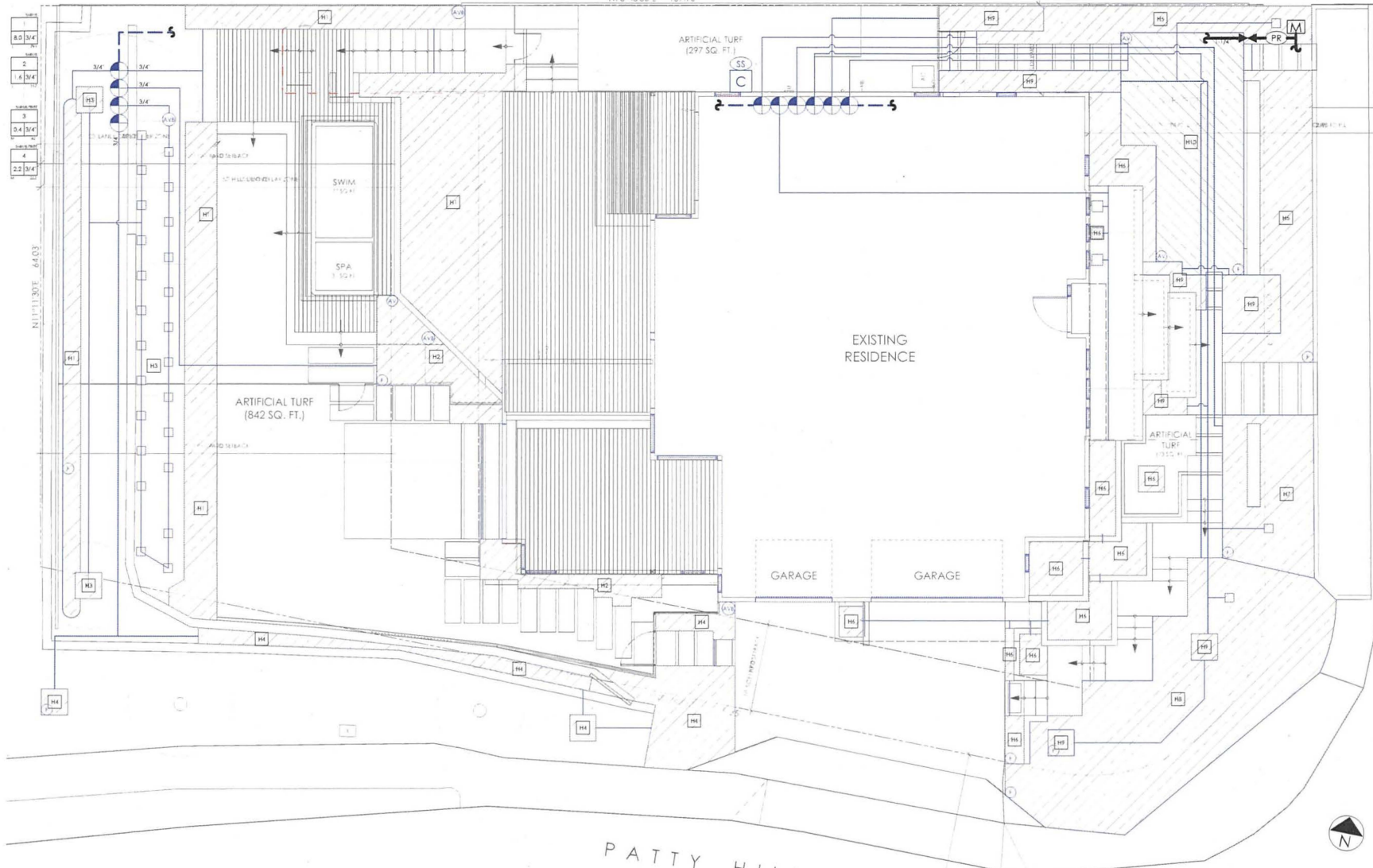
\* START TIMES PER WEEK MAY NOT EQUAL DAYS PER WEEK. MULTIPLE START TIMES PER DAY MAY BE NEEDED TO AVOID RUNOFF

**NOTES:**

- CONTRACTOR SHALL ADJUST THE ABOVE SCHEDULE FOR THE ESTABLISHMENT PERIOD AS FOLLOWS:
- RUN ALL STATIONS USING THE ABOVE RUN TIME EACH DAY TO KEEP THE SOIL OPTIMALLY MOIST AT ALL TIMES DURING THE FIRST 90 DAYS OF ESTABLISHMENT.
- ADJUST EACH STATION AS NECESSARY FOR ACTUAL SITE CONDITIONS.
- AT NO TIME SHALL RUN-OFF BE PERMITTED. ADJUST START TIMES TO ACCOMMODATE LOCAL SOIL PROFILES.

**SMART CONTROLLER NOTES:**

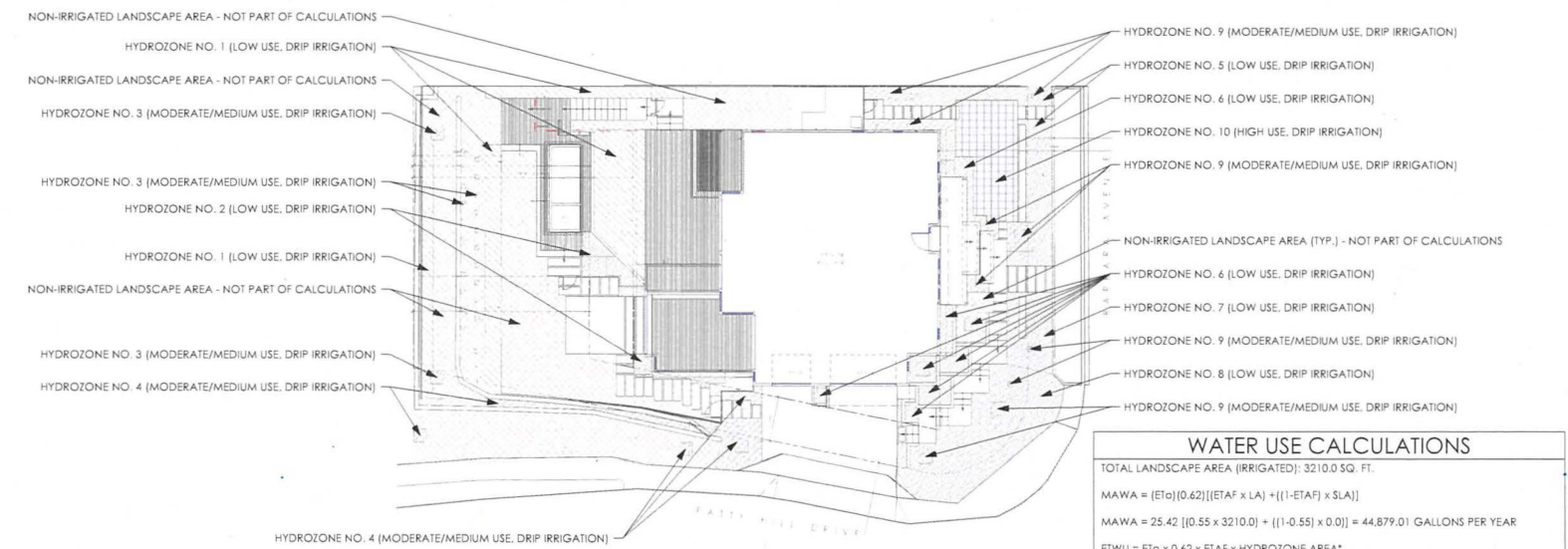
- THE ABOVE SCHEDULE IS A GUIDE ONLY
- DO NOT OVERRIDE SMART CONTROLLER FUNCTIONS.
- CONTRACTOR SHALL FOLLOW MFR. INSTRUCTIONS FOR INPUT OF ALL IRRIGATION SYSTEM REQUIREMENTS FOR SCHEDULING, INCLUDING PRECIPITATION RATES, PLANT TYPES, SOIL PROFILE, SLOPE, ETC.



**1 IRRIGATION PLAN - REAR YARD**  
 Scale: 1/8" = 1'-0"

**IRRIGATION NOTES**

- INSTALL ALL IRRIGATION COMPONENTS ACCORDING TO LOCAL CODES AND ORDINANCES
- THE CONTRACTOR SHALL OBTAIN, COORDINATE AND PAY FOR ANY AND ALL PERMITS AND ALL INSPECTIONS AS REQUIRED.
- THE CONTRACTOR SHALL BE RESPONSIBLE AND LIABLE FOR ANY ENCROACHMENT INTO ADJACENT PROPERTY, RIGHT-OF-WAYS, EASEMENTS, SETBACKS, OR ANY OTHER LEGAL PROPERTY RESTRICTIONS EITHER MARKED OR UNMARKED.
- IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO FAMILIARIZE HIMSELF/HERSELF WITH ALL UNDERGROUND UTILITIES. CONTRACTOR SHALL REPAIR/REPLACE AT NO ADDITIONAL COST TO THE OWNER, ANY DAMAGE TO UNDERGROUND UTILITIES THAT MAY OCCUR.
- THE CONTRACTOR SHALL BE RESPONSIBLE AND LIABLE FOR ANY AND ALL DAMAGES TO OPERATIONS OR WORK OF OTHER CONTRACTORS. CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATION OF ACTIVITIES WITH ALL AGENCIES AND OTHER TRADES.
- THE CONTRACTOR SHALL VERIFY ALL CONDITIONS AND DIMENSIONS SHOWN ON PLANS AT THE SITE PRIOR TO COMMENCEMENT OF ANY WORK. ALL DISCREPANCIES SHALL BE IMMEDIATELY REPORTED TO PROJECT LANDSCAPE ARCHITECT AND CITY INSPECTOR FOR DIRECTION. ANY CONTINUATION OF WORK IS AT THE CONTRACTOR'S RISK AND EXPENSE.
- THE CONTRACTOR SHALL ONLY APPLY SUFFICIENT WATER TO PROMOTE THE HEALTHY GROWTH OF THE PLANT MATERIAL. AT NO TIME WILL THE CONTRACTOR APPLY WATER AT A RATE OF FREQUENCY WHICH CAUSES RUNOFF OR SOIL SATURATION.
- REFER TO DETAILS AND SPECIFICATIONS FOR INSTALLATION OF ALL COMPONENTS
- THE WORK SHOWN ON THESE PLANS IS DIAGNOSTIC. ALL ITEMS (I.E. CONTROLLERS, VALVES, MAINLINES, SLEEVES, WIRES, IRRIGATION HEADS, ETC.) ARE SHOWN IN THEIR APPROXIMATE LOCATIONS ONLY. DO NOT SCALE DRAWINGS. DETAIL DRAWINGS MAY BE USED TO CLARIFY LOCATION OF SOME ITEMS. THE CONTRACTOR SHALL NOT LOCATE ANY ITEMS WHERE IT IS OBVIOUS THAT THEY ARE IN CONFLICT WITH UNDERGROUND UTILITIES, STRUCTURES, OTHER IMPROVEMENTS, OR VEHICULAR OR PEDESTRIAN SAFETY CONSIDERATIONS.
- ADJUST ALL HEADS FOR MINIMUM OVERSPRAY ON ANY NON-PLANTED AREAS AND COMPLETE COVERAGE OF LANDSCAPE AREAS. THIS SHALL INCLUDE SELECTING THE BEST DEGREE OF ARC TO FIT THE EXISTING CONDITIONS (USE VARIABLE ARC NOZZLES AS NECESSARY). NO OVERSPRAY ONTO SIDEWALKS OR DRIVEWAYS.
- LOCATE ALL SHRUB HEADS 6" FROM EDGE OF PAVING.
- DO NOT LOCATE ANY IRRIGATION HEADS CLOSER THAN 24" FROM HOUSE.
- DO NOT USE FIXED RISERS IN TRAFFIC AREAS.
- USE 6" POP-UP HEADS IN TURF AREAS, AND 12" POP-UP HEADS IN SHRUB AREAS.
- USE VARIABLE ARC NOZZLES FOR AREAS OTHER THAN 90, 180, OR 360 DEGREES.
- SLEEVE IRRIGATION WIRING UNDER ALL PAVING.
- SLEEVE LATERALS UNDER ALL PAVING 4 FEET AND WIDER.
- SLEEVE MAINLINE UNDER ALL PAVING 4 FEET AND WIDER.
- ALL SLEEVES TO BE 2X SIZE OF PIPE TO BE SLEEVED.
- USE CHECK VALVES AS REQUIRED TO ELIMINATE LOW HEAD DRAINAGE.
- PRESSURE COMPENSATING DEVICES SHALL BE USED ON ALL NOZZLES TO ELIMINATE FOGGING.
- WHERE VERTICAL OBSTRUCTIONS IN THE LANDSCAPE AREA INTERFERE WITH THE SPRAY PATTERN OF ANY SPRINKLER RESULTING IN IMPROPER COVERAGE, THE IRRIGATION CONTRACTOR SHALL RECTIFY THE COVERAGE OF IRRIGATION. THE IRRIGATION CONTRACTOR SHALL RECTIFY THE SITUATION BY FIELD ADJUSTMENT TO THE IRRIGATION SYSTEM. THIS MAY REQUIRE THE ADDITION OF QUARTER CIRCLE SPRINKLERS TO EACH SIDE OF THE OBSTRUCTIONS OR OTHER MEASURES. ALL SUCH ADJUSTMENTS SHALL BE MADE AT NO ADDITIONAL COST TO THE OWNER.
- PIPING AND WIRE CONDUIT PENETRATIONS THROUGH WALLS AND INSTALLATION OF ANY IRRIGATION EQUIPMENT UNDER PAVING MUST BE COORDINATED WITH THE GENERAL CONTRACTOR AND CONTRACTORS OF OTHER TRADES TO ELIMINATE PROBLEMS THAT MAY ARISE FROM INACCESSIBILITY OR DAMAGE TO ANOTHER TRADE'S WORK.
- FIELD ADJUST ALL SPRINKLERS TO ELIMINATE OVERSPRAY ONTO SIDEWALKS OR DRIVEWAYS.



**2 WATER CONSERVATION / CALCULATIONS PLAN**  
 Scale: 1" = 20'-0"

**WATER USE CALCULATIONS**

TOTAL LANDSCAPE AREA (IRRIGATED): 3210.0 SQ. FT.

MAWA = (Eto) [0.62] [(EAF x LA) + ((1-EAF) x SLA)]

MAWA = 25.42 [(0.55 x 3210.0) + ((1-0.55) x 0.0)] = 44,879.01 GALLONS PER YEAR

ETWU = Eto x 0.62 x EAF x HYDROZONE AREA\*

ETWU = 43,231.79 GALLONS PER YEAR\*

\* REFERENCE WATER USE CALCULATIONS WORKSHEET FOR FULL CALCULATIONS



**LANDSCAPE ARCHITECT STATEMENT**

I AM FAMILIAR WITH THE REQUIREMENTS FOR LANDSCAPE AND IRRIGATION PLANS CONTAINED IN THE CITY'S WATER EFFICIENT LANDSCAPE REGULATIONS. I HAVE PREPARED THIS PLAN IN COMPLIANCE WITH THOSE REGULATIONS AND THE LANDSCAPE DESIGN MANUAL. I CERTIFY THAT THE PLAN IMPLEMENTS THOSE REGULATIONS TO PROVIDE EFFICIENT USE OF WATER.

LANDSCAPE ARCHITECT: *[Signature]*  
 DATE: 10-14-24

**REVISIONS**

NO.	REV. DATE	BY

**IRRIGATION PLAN**

Watkins Residence  
 705 Barbara Ave.  
 Solana Beach, CA 92075  
 Contact: Dale Watkins (858-414-0208)

Ian Tillyard  
 Landscape Design, LLC.

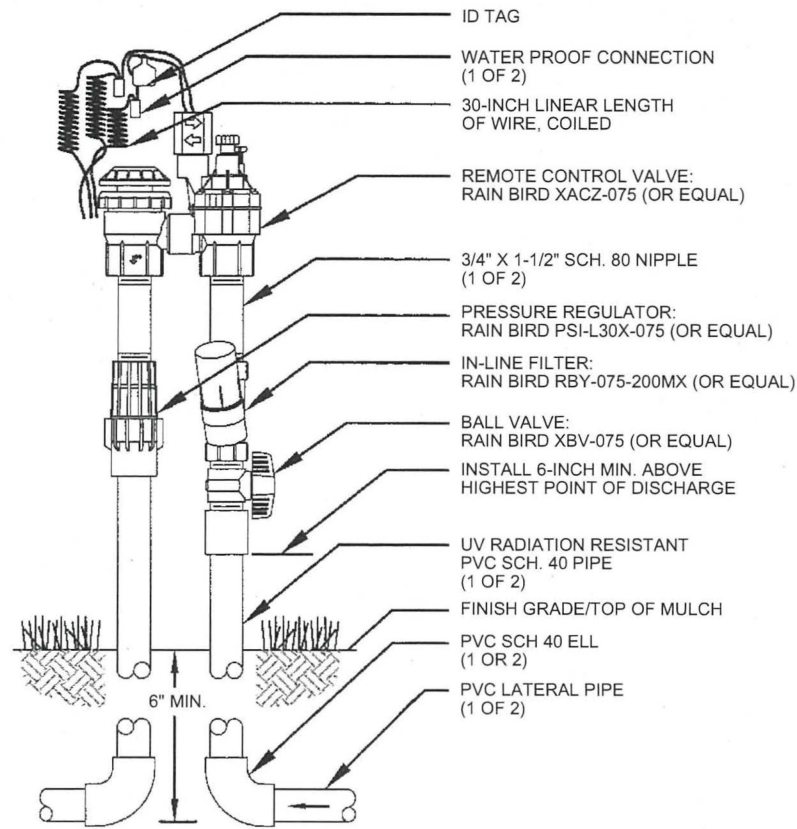
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SUBMITTAL SET - NOT FOR CONSTRUCTION

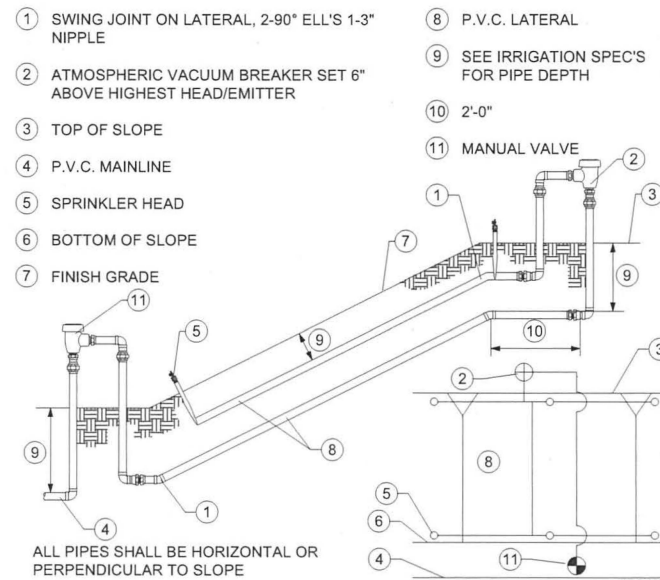
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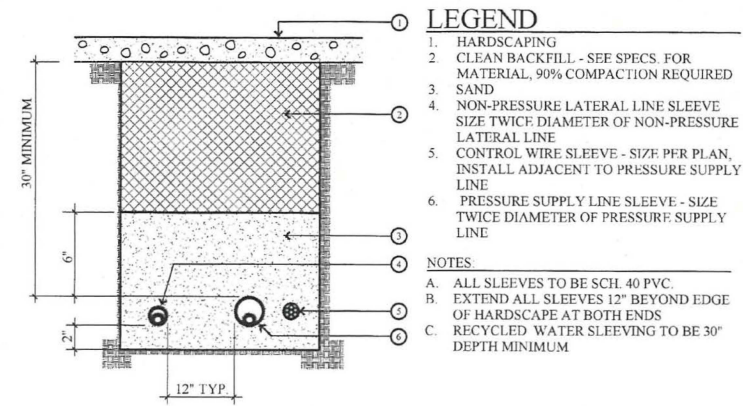
NOTES:  
 1. CONSTRUCTION PER CITY OF SOLANA BEACH APPROVED STANDARDS.  
 2. FOOTINGS, REINFORCEMENT, AND GROUT PER CITY OF SOLANA BEACH APPROVED STANDARDS.  
 3. GAS AND ELECTRICAL CONNECTIONS AND SHUTOFFS PER CITY OF SOLANA BEACH APPROVED STANDARDS.



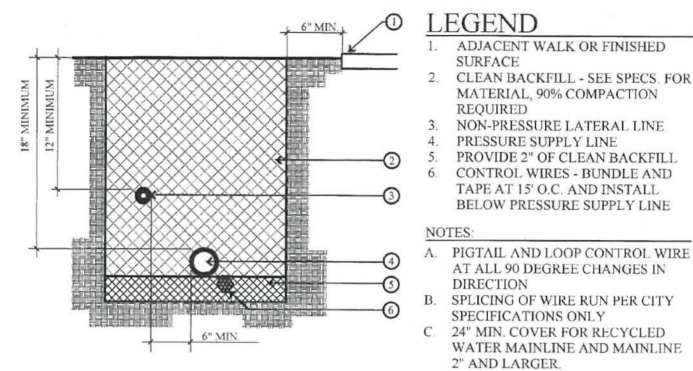
1 LOW FLOW ANTI-SIPHON CONTROL VALVE  
SCALE: NTS



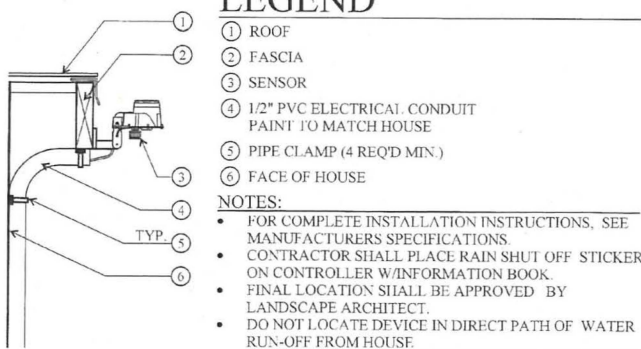
2 ATMOSPHERIC VACUUM BREAKER LAYOUT  
SCALE: NTS



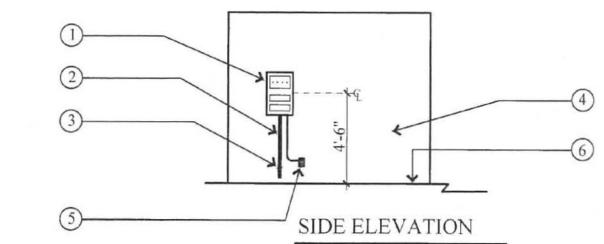
3 SLEEVE DETAIL  
SCALE: NTS



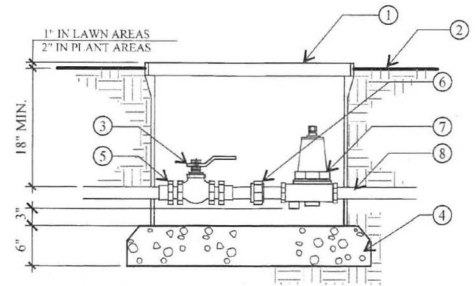
4 TRENCH DETAIL  
SCALE: NTS



5 RAIN SENSOR  
SCALE: NTS



6 CONTROLLER (WALL MOUNTED)  
SCALE: NTS



7 ISOLATION SHUT-OFF VALVE/PRESSURE REGULATOR  
SCALE: NTS

REVISIONS

NO.	REV. DATE	BY

IRRIGATION DETAILS

Watkins Residence  
 705 Barbara Ave.  
 Solana Beach, CA 92075  
 Contact: Dale Watkins (858-414-0208)

Ian Tillyard  
 Landscape Design, LLC.

Date: 10-14-24  
 Scale:  
 Drawn by: IT/GW  
 CAD by: Watkins 03-06-23  
 Sheet: L4

**LEGEND**  
 1. HARDSCAPING  
 2. CLEAN BACKFILL - SEE SPECS. FOR MATERIAL, 90% COMPACTION REQUIRED  
 3. SAND  
 4. NON-PRESSURE LATERAL LINE SLEEVE SIZE TWICE DIAMETER OF NON-PRESSURE LATERAL LINE  
 5. CONTROL WIRE SLEEVE - SIZE PER PLAN, INSTALL ADJACENT TO PRESSURE SUPPLY LINE  
 6. PRESSURE SUPPLY LINE SLEEVE - SIZE TWICE DIAMETER OF PRESSURE SUPPLY LINE

**NOTES**  
 A. ALL SLEEVES TO BE SCH. 40 PVC.  
 B. EXTEND ALL SLEEVES 12" BEYOND EDGE OF HARDSCAPE AT BOTH ENDS  
 C. RECYCLED WATER SLEEVING TO BE 30" DEPTH MINIMUM

**LEGEND**  
 1. ADJACENT WALK OR FINISHED SURFACE  
 2. CLEAN BACKFILL - SEE SPECS. FOR MATERIAL, 90% COMPACTION REQUIRED  
 3. NON-PRESSURE LATERAL LINE  
 4. PRESSURE SUPPLY LINE  
 5. PROVIDE 2" OF CLEAN BACKFILL  
 6. CONTROL WIRES - BUNDLE AND TAPE AT 15" O.C. AND INSTALL BELOW PRESSURE SUPPLY LINE

**NOTES**  
 A. PIGTAIL AND LOOP CONTROL WIRE AT ALL 90 DEGREE CHANGES IN DIRECTION  
 B. SPLICING OF WIRE RUN PER CITY SPECIFICATIONS ONLY  
 C. 24" MIN. COVER FOR RECYCLED WATER MAINLINE AND MAINLINE 2" AND LARGER.



NOTE:  
 THIS PROJECT SHALL CONFORM TO THE LATEST EDITIONS (2019) OF THE CALIFORNIA BUILDING CODE, UNIFORM MECHANICAL CODE, UNIFORM PLUMBING CODE, AND CALIFORNIA ELECTRICAL CODE (BASED ON THE 2017 EDITION OF THE NATIONAL ELECTRICAL CODE), AND CITY & COUNTY LAWS AND ORDINANCES.

NOTE:  
 FINISHED GRADE - ALL LANDSCAPE AREAS SHALL BE FINISH GRADED TO REMOVE ROCKS AND TO ENSURE SURFACE DRAINAGE AWAY FROM BUILDINGS & STRUCTURES

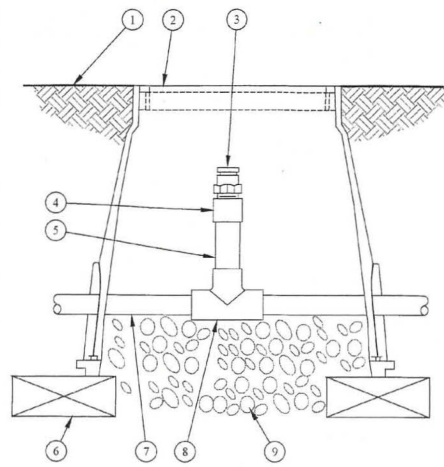
LANDSCAPE ARCHITECT STATEMENT  
 I AM FAMILIAR WITH THE REQUIREMENTS FOR LANDSCAPE AND IRRIGATION PLANS CONTAINED IN THE CITY'S WATER EFFICIENT LANDSCAPE REGULATIONS. I HAVE PREPARED THIS PLAN IN COMPLIANCE WITH THOSE REGULATIONS AND THE LANDSCAPE DESIGN MANUAL. I CERTIFY THAT THE PLAN IMPLEMENTS THOSE REGULATIONS TO PROVIDE EFFICIENT USE OF WATER.

LANDSCAPE ARCHITECT: *[Signature]*  
 DATE: 10-14-24

SUBMITTAL SET - NOT FOR CONSTRUCTION

858-350-3767

NOTES:  
 1. CONSTRUCTION PER CITY OF SOLANA BEACH APPROVED STANDARDS.  
 2. FOOTINGS, REINFORCEMENT, AND GROUT PER CITY OF SOLANA BEACH APPROVED STANDARDS.  
 3. GAS AND ELECTRICAL CONNECTIONS AND SHUTOFFS PER CITY OF SOLANA BEACH APPROVED STANDARDS.

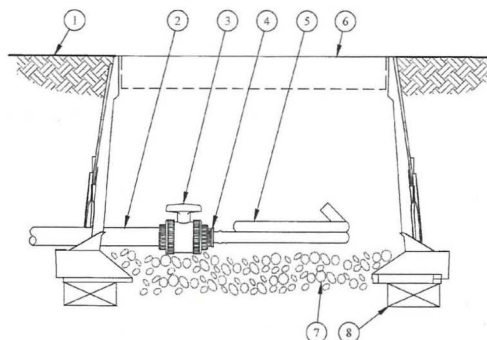


**LEGEND**

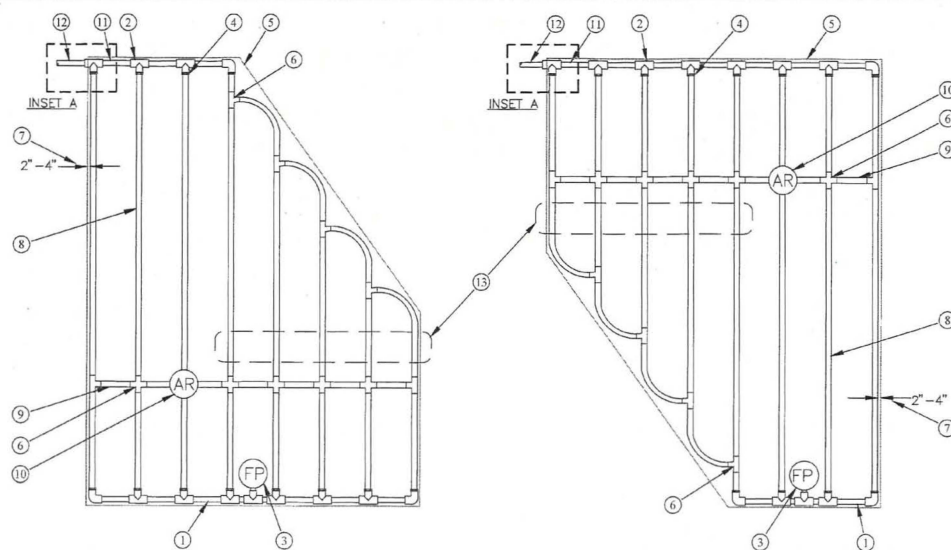
1. FINISH GRADE
2. SUBTERRANEAN EMITTER BOX: RAIN BIRD SEB 7XB
3. 1/2" AIR RELIEF VALVE:
4. RAIN BIRD ARV-12 TO BE INSTALLED AT HIGH POINTS IN DRIP ZONE PVC SCH 40 FEMALE ADAPTER
5. PVC SCH 80 RISER
6. BRICK (1 OF 2)
7. PVC HEADER PIPE
8. PVC SCH 40 TEE
9. 3" MINIMUM DEPTH OF 3/4" WASHED GRAVEL

**LEGEND**

1. FINISH GRADE
2. PVC DRIP MANIFOLD PIPE
3. PVC 1" X 3/4" TRUE UNION BALL VALVE
4. MALE X BARB ADAPTER
5. BLANK TUBING
6. 12-INCH VALVE BOX WITH COVER:
7. 3-INCH MINIMUM DEPTH OF 3/4" WASHED GRAVEL
8. BRICK (1 OF 2)



2 FLUSH VALVE (MANUAL)  
SCALE: NTS

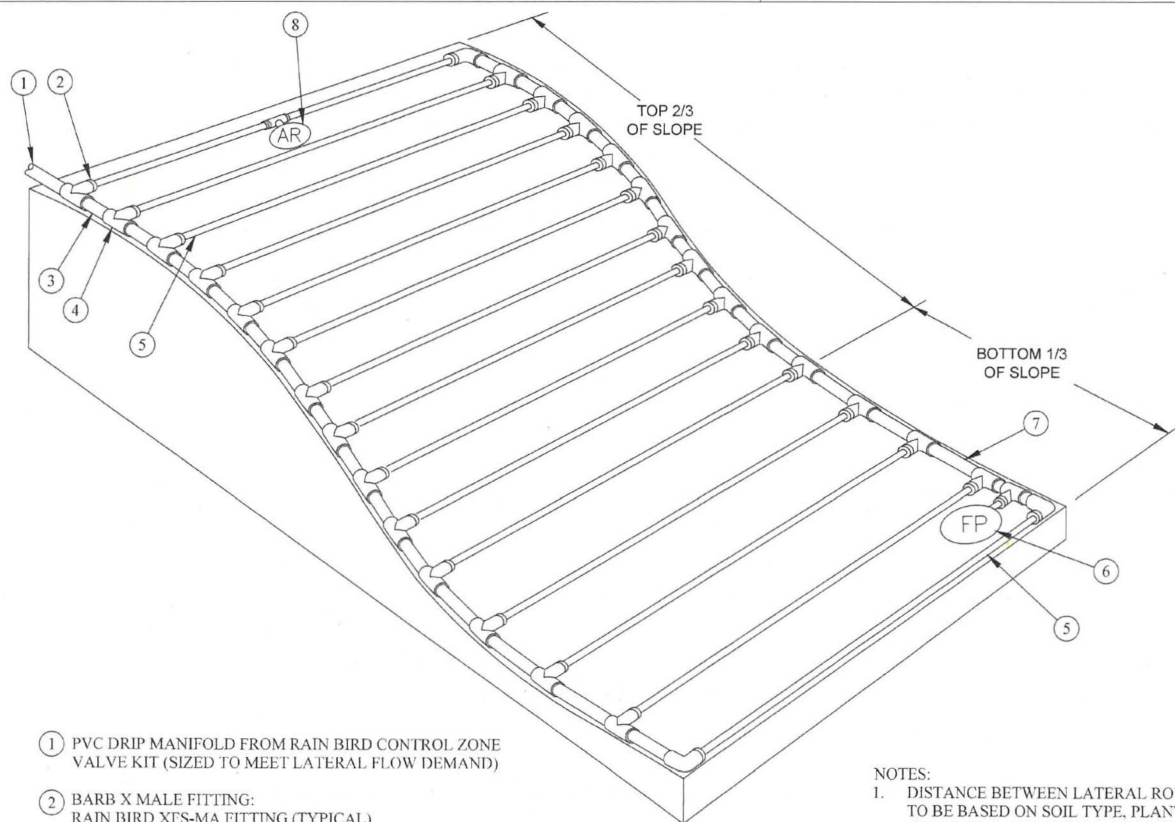
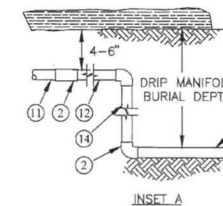


NOTES:  
 1. DISTANCE BETWEEN LATERAL ROWS AND EMITTER SPACING TO BE BASED ON SOIL TYPE, PLANT MATERIALS AND CHANGES IN ELEVATION. SEE RAIN BIRD XFS DRIPLINE INSTALLATION GUIDE FOR SUGGESTED SPACINGS.  
 2. LENGTH OF LONGEST DRIPLINE LATERAL SHOULD NOT EXCEED THE MAXIMUM LENGTH SHOWN IN THE ACCOMPANYING TABLE.  
 3. AIR RELIEF VALVE TO BE INSTALLED AT HIGH POINT OF AREA.

3 DRIP IRRIGATION - TYPICAL LAYOUT  
SCALE: NTS

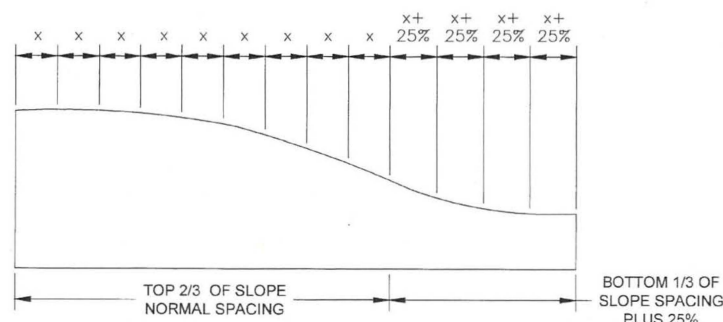
- 1 PVC EXHAUST HEADER
- 2 PVC SCH 40 TEE OR EL (TYPICAL)
- 3 FLUSH POINT (TYPICAL) SEE RAIN BIRD DETAIL "XFS FLUSH POINT" OR "XFS FLUSH POINT WITH BALL VALVE"
- 4 BARB X MALE FITTING: RAIN BIRD XFD-MA FITTING (TYPICAL)
- 5 PERIMETER OF AREA
- 6 BARB X BARB INSERT TEE OR CROSS:
- 7 RAIN BIRD XFD-TEE OR RAIN BIRD XFD-CROSS (TYPICAL)
- 8 PERIMETER DRIPLINE PIPE TO BE INSTALLED 2"-4" FROM PERIMETER OF AREA
- 9 SUB-SURFACE DRIPLINE: RAIN BIRD XF SERIES DRIPLINE (TYPICAL)
- 10 POTABLE: XFS DRIPLINE  
NON-POTABLE: XFSP DRIPLINE
- 11 1/2" POLYETHYLENE BLANK TUBING: RAIN BIRD XF SERIES BLANK TUBING
- 12 AIR RELIEF VALVE: RAIN BIRD AR VALVE KIT SEE RAIN BIRD DETAIL "XFS AIR RELIEF VALVE KIT"
- 13 PVC SUPPLY MANIFOLD
- 14 PVC SUPPLY PIPE FROM RAIN BIRD CONTROL ZONE KIT (SIZED TO MEET LATERAL FLOW DEMAND)
- 15 TOTAL LENGTH OF SELECTED DRIPLINE SHOULD NOT EXCEED LENGTH SHOWN IN TABLE
- 16 PVC SCH 40 RISER PIPE

Inlet Pressure psi	12" Spacing		18" Spacing		24" Spacing	
	Nominal Flow (GPH)	Nominal Flow (GPH)	Nominal Flow (GPH)	Nominal Flow (GPH)	Nominal Flow (GPH)	Nominal Flow (GPH)
15	255	194	357	273	448	343
20	291	220	408	313	514	394
30	350	266	494	378	622	478
40	396	302	560	428	705	541
50	434	333	614	470	775	594



PSI	12" Spacing		18" Spacing		24" Spacing	
	0.6 GPH	0.9 GPH	0.6 GPH	0.9 GPH	0.6 GPH	0.9 GPH
15	273	155	314	250	424	322
20	318	169	353	294	508	368
30	360	230	413	350	586	414
40	395	255	465	402	652	474
50	417	285	528	420	720	488
60	460	290	596	455	780	512

WHEN USING 17MM INSERT FITTINGS WITH DESIGN PRESSURE OVER 50PSI, IT IS RECOMMENDED THAT STAINLESS STEEL CLAMPS BE INSTALLED ON EACH FITTING.

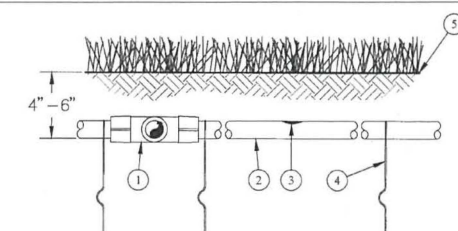


X = DISTANCE BETWEEN ROWS OF DRIP LATERALS AS DETERMINED BY PLANT AND SOIL TYPE. SEE NOTE 1.

**NOTES:**

1. DISTANCE BETWEEN LATERAL ROWS AND EMITTER SPACING TO BE BASED ON SOIL TYPE, PLANT MATERIALS AND CHANGES IN ELEVATION. DISTANCE BETWEEN LATERAL ROWS FOR BOTTOM 1/3 OF SLOPE TO BE 1.25X OPTIMAL ROW DISTANCE. SEE RAIN BIRD XFS DRIPLINE INSTALLATION GUIDE FOR SUGGESTED SPACING.
2. LENGTH OF LONGEST DRIPLINE LATERAL SHOULD NOT EXCEED THE MAXIMUM LENGTH SHOWN IN THE ACCOMPANYING TABLE.
3. WHEN ELEVATION CHANGE EXCEEDS 10 FEET IT IS RECOMMENDED THAT A NEW DRIPLINE ZONE BE CREATED.
4. INSTALL AIR RELIEF VALVE AT HIGH POINTS IN DRIP LATERAL.

- 1 PVC DRIP MANIFOLD FROM RAIN BIRD CONTROL ZONE VALVE KIT (SIZED TO MEET LATERAL FLOW DEMAND)
- 2 BARB X MALE FITTING: RAIN BIRD XFS-MA FITTING (TYPICAL)
- 3 PVC SUPPLY HEADER
- 4 PVC SCH 40 TEE OR EL (TYPICAL)
- 5 SUB-SURFACE DRIPLINE: RAIN BIRD XF SERIES DRIPLINE (TYPICAL)  
POTABLE: XFS DRIPLINE  
NON-POTABLE: XFSP DRIPLINE
- 6 FLUSH POINT: SEE RAIN BIRD XFS DETAILS FOR FLUSH POINT INSTALLATION
- 7 PVC FLUSH HEADER
- 8 1/2" AIR RELIEF VALVE: RAIN BIRD ARV-12 SEE RAIN BIRD XFS DETAILS FOR ARV-12 INSTALLATION
- 4 DRIP IRRIGATION - SLOPE INSTALLATION  
SCALE: NTS



**NOTES:**

- A. 1. PLACE TIE DOWN STAKES EVERY THREE FEET IN SAND, FOUR FEET IN LOAM, AND FIVE FEET IN CLAY.
- B. 2. AT FITTINGS WHERE THERE IS A CHANGE OF DIRECTION SUCH AS TEES OR ELBOWS, USE TIE-DOWN STAKES ON EACH LEG OF THE CHANGE OF DIRECTION.
- C. 3. INSERTION PLOW AND TRENCHED INSTALLATIONS DO NOT REQUIRE TIE DOWN STAKES.

5 DRIP IRRIGATION - TYPICAL INSTALLATION  
SCALE: NTS

1. EASY FIT COMPRESSION TEE: RAIN BIRD MDCF TEE
2. SUB-SURFACE DRIPLINE: RAIN BIRD XF SERIES DRIPLINE  
POTABLE: XFS DRIPLINE  
NON-POTABLE: XFSP DRIPLINE
3. INLINE DRIP EMITTER
4. TIE DOWN STAKE: RAIN BIRD TDS-050 WITH BEND (TYPICAL)
5. TURF/FINISH GRADE OR SHRUB BED WITH MULCH



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NOTE:  
 FINISHED GRADE - ALL LANDSCAPE AREAS SHALL BE FINISH GRADED TO REMOVE ROCKS AND TO ENSURE SURFACE DRAINAGE AWAY FROM BUILDINGS & STRUCTURES

**LANDSCAPE ARCHITECT STATEMENT**

I AM FAMILIAR WITH THE REQUIREMENTS FOR LANDSCAPE AND IRRIGATION PLANS CONTAINED IN THE CITY'S WATER EFFICIENT LANDSCAPE REGULATIONS. I HAVE PREPARED THIS PLAN IN COMPLIANCE WITH THOSE REGULATIONS AND THE LANDSCAPE DESIGN MANUAL. I CERTIFY THAT THE PLAN IMPLEMENTS THOSE REGULATIONS TO PROVIDE EFFICIENT USE OF WATER.

LANDSCAPE ARCHITECT  
 SIGNATURE: *[Signature]*  
 DATE: 10-14-24

**REVISIONS**

NO.	REV. DATE	BY

**IRRIGATION DETAILS**

REGISTERED LANDSCAPE ARCHITECT  
 STATE OF CALIFORNIA  
 NO. 4863  
 EXP. 03/25

WATKINS RESIDENCE  
 705 BARBARA AVE.  
 SOLANA BEACH, CA 92075  
 CONTACT: DATE WATKINS (858-414-0208)

IAN TILLYARD  
 LANDSCAPE DESIGN, LLC.  
 858-350-3767

DATE: 10-14-24  
 SCALE: -  
 DRAWN BY: IT/GW  
 CAD FILE: Watkins 03-06-23  
 SHEET: L5

11

PART A IRRIGATION

1.0 SCOPE

FURNISH ALL MATERIALS, EQUIPMENT, SERVICES, SUPERVISION, TRANSPORTATION AND LABOR NECESSARY TO PERFORM ALL IRRIGATION WORK, COMPLETE, INCLUDING BUT NOT LIMITED TO, SERVICE MANUALS, RECORD DRAWINGS, LOOSE EQUIPMENT, GUARANTEE, MATERIALS, AND INSTALLATION.

2.0 DRAWINGS AND SPECIFICATIONS

- A. THE INTENT OF THE DRAWINGS AND SPECIFICATIONS IS TO INDICATE AND SPECIFY A COMPLETE AND EFFICIENT SPRINKLER IRRIGATION SYSTEM.
B. PLOT DIMENSIONS ARE APPROXIMATE. CONTRACTOR SHALL CAREFULLY CHECK AND VERIFY ALL DIMENSIONS AND SHALL REPORT ANY VARIATIONS TO LANDSCAPE ARCHITECT.
C. DUE TO THE DIMENSIONS OF EACH INCREMENT OF WORK, TRANSFER ALL SUCH INFORMATION AND DIMENSIONS TO THE PRINTS. RECORD CHANGES AND DIMENSIONS IN A LEGIBLE AND PROFESSIONAL MANNER. WHEN THE DRAWINGS ARE APPROVED, TRANSFER ALL INFORMATION TO A SET OF REPRODUCIBLE DRAWINGS.

3.0 SERVICE MANUALS/MATERIALS LIST

- A. CONTRACTOR SHALL FURNISH ONE (1) MANUAL TO OWNER. THE MANUAL MAY BE LOOSE LEAFED AND SHALL CONTAIN COMPLETE EXPLODED DRAWINGS OF ALL EQUIPMENT INSTALLED SHOWING COMPONENTS AND CATALOG NUMBERS TOGETHER WITH THE MANUFACTURER'S NAME AND ADDRESS. ADDITIONAL SHEETS SHALL COVER OPERATION INSTRUCTIONS SIMPLE ENOUGH TO BE UNDERSTOOD WITHOUT SPECIALIZED KNOWLEDGE.
B. CONTRACTOR SHALL FURNISH A MATERIALS LIST TO OWNER FOR APPROVAL PRIOR TO START OF WORK. SAID LIST SHALL CONFORM TO PERFORMANCE STANDARDS AND DATA AS SHOWN ON DRAWINGS, OR IN LEGEND AND DETAILS.

4.0 AS BUILT DRAWINGS

- A. RECORD ACCURATELY ON ONE SET OF BLACK AND WHITE PRINTS (IRRIGATION DRAWINGS), ALL CHANGES IN WORK CONSTITUTING DEPARTURES FROM THE ORIGINAL CONTRACT DRAWINGS, INCLUDING CHANGES IN BOTH PRESSURE AND NON-PRESSURE LINES.
B. UPON COMPLETION OF EACH INCREMENT OF WORK, TRANSFER ALL SUCH INFORMATION AND DIMENSIONS TO THE PRINTS. RECORD CHANGES AND DIMENSIONS IN A LEGIBLE AND PROFESSIONAL MANNER. WHEN THE DRAWINGS ARE APPROVED, TRANSFER ALL INFORMATION TO A SET OF REPRODUCIBLE DRAWINGS.
C. DIMENSION FROM TWO PERMANENT POINTS OF REFERENCE (MONUMENTS, SIDEWALKS, CURBS, AND PAVEMENT). POST INFORMATION ON AS-BUILT DRAWINGS DAY-TO-DATE AS THE WORK IS INSTALLED. ALL DIMENSIONS NOTED ON THE DRAWINGS SHALL BE IN INCHES IN SIZE.
D. SHOW DIMENSIONAL LOCATIONS AND DEPTHS OF THE FOLLOWING:
I. POINT OF CONNECTION (P.O.C.)
II. BACKFLOW PREVENTION ASSEMBLY, MASTER VALVE AND FLOW SENSOR.
III. ROUTING OF IRRIGATION PRESSURE MAINLINES (DIMENSION MAXIMUM 100 FEET ALONG ROUTING AND ALL DIRECTIONAL CHANGES).
IV. BALL AND BUTTERFLY SHUT-OFF VALVES
V. IRRIGATION CONTROL VALVES
VI. AUTOMATIC CONTROLLER, RAIN SENSORS AND ELECTRICAL CONDUITS.
VII. SLEEVES AND PULL BOXES.
VIII. OTHER RELATED EQUIPMENT (AS DIRECTED BY THE ENGINEER).
E. MAINTAIN AS-BUILT DRAWINGS ON SITE AT ALL TIMES. THESE DRAWINGS ARE SUBJECT TO INSPECTION AT ANY TIME.
F. MAKE ALL CHANGES TO REPRODUCIBLE DRAWINGS IN INK (NO BALLPOINT PEN) MAKE CHANGES IN A MANNER EQUAL TO THE ORIGINAL DRAWINGS.
G. CONTRACTOR MUST SUBMIT AS-BUILT DRAWINGS (3-MIL MYLARS AND ONE SET OF BLUELINES) TO THE ARCHITECT INSPECTING THE SITE SEVEN DAYS PRIOR TO THE START OF THE MAINTENANCE PERIOD FOR APPROVAL.
H. CONTROLLER CHARTS - THREE CONTROLLER CHARTS PER CONTROLLER, ENCLOSED IN 20 MIL PLASTIC, SHOWING CLEARLY THE AREAS SERVICED BY EACH REMOTE CONTROL VALVE (EACH VALVE DEFINED BY A DIFFERENT COLOR) SHALL BE PROVIDED AT EACH CONTROLLER. CONTROLLER CHARTS SHALL BE MADE USING REDUCED APPROVED AS-BUILT PLANS

5.0 LOOSE EQUIPMENT

LOOSE SPRINKLING EQUIPMENT, OPERATING KEYS AND SPARE PARTS WILL BE FURNISHED BY THE CONTRACTOR IN THE FOLLOWING QUANTITIES:

- A. 6 BODIES WITH FOUR (4) INSERTS FOR EACH PATTERN USED.
B. 4 OSCILLATION BODIES
C. 4 ROTOR BODIES
D. 3 30" KEYS FOR MANUAL VALVES
E. 2 CONTROLLER KEYS
F. 2 ENCLOSURE KEYS
G. 4 COUPLER INSERTS AND HOSE SWIVELS
H. 3 HOSE BIB KEYS
I. 1 3/8" SOIL PROBE
J. 1 VALVE BOX KEY

6.0 GUARANTEE

- A. THE ENTIRE SPRINKLER SYSTEM SHALL BE UNCONDITIONALLY GUARANTEED BY CONTRACTOR AS TO MATERIAL AND WORKMANSHIP, INCLUDING SETTling OF BACKFILLED AREAS BELOW GRADE FOR A PERIOD OF ONE (1) YEAR FOLLOWING THE DATE OF FINAL ACCEPTANCE OF THE WORK. OWNER MAY EXERCISE OPTION TO WITHHOLD PART OF FINAL PAYMENT UNTIL THE ONE YEAR PRODUCT/WORKMANSHIP GUARANTEE HAS ELAPSED FROM DATE OF FINAL ACCEPTANCE.
B. IF WITHIN ONE YEAR OF COMPLETION, SETTLEMENT OCCURS, AND ADJUSTMENTS IN PIPES, VALVES AND SPRINKLER HEADS OR PAVING IS NECESSARY TO BRING THE SYSTEM OR PAVING TO THE PROPER LEVEL OF THE PERMANENT GRADES, CONTRACTOR, AS PART OF THE WORK UNDER HIS CONTRACT, SHALL MAKE ALL ADJUSTMENTS WITHOUT EXTRA COST TO OWNER, INCLUDING THE RESTORATION OF ALL DAMAGED PLANTING, PAVING OR OTHER IMPROVEMENTS OF ANY KIND. SHOULD ANY DIFFICULTIES DEVELOP WITHIN THE SPECIFIED GUARANTEE PERIOD WHICH OWNER FEELS MAY BE DUE TO INFERIOR MATERIAL AND/OR WORKMANSHIP, THESE DIFFICULTIES SHALL BE IMMEDIATELY CORRECTED BY CONTRACTOR TO THE SATISFACTION OF OWNER AT NO ADDITIONAL COST TO OWNER, WITHIN 72 HOURS OF WRITTEN NOTICE, INCLUDING ANY AND ALL OTHER DAMAGE CAUSED BY SUCH DEFECTS. FAILURE OF CONTRACTOR TO RESPOND IN A TIMELY MANNER TO REPAIR DAMAGED CONDITIONS, SHALL PROMPT OWNER TO REPAIR SAME AND DEDUCT COSTS OF LABOR, MATERIAL AND EQUIPMENT USED FROM CONTRACTOR'S FINAL PAYMENT.

7.0 MATERIALS

A. PIPE AND FITTINGS

- A.1 BRASS - BRASS PIPE SHALL BE IPS STANDARD WEIGHT 85% RED BRASS. FITTINGS SHALL BE WITH STANDARD 125 POUND CAST BRONZE THREADED FITTINGS.
A.2 PVC CONDUIT - PIPE THAT IS USED FOR CONTROL WIRES SHALL BE PVC CONDUIT SCHEDULE 40, TYPE 1220. ALL WIRES UNDER PAVING SHALL BE INSTALLED IN PVC CONDUIT, OR SLEEVES.
A.3 PVC NORMAL IMPACT PIPE-TYPE 1220 (PVC SCHEDULE 40 & 80)
A.3.1 A TYPE II GRADE I HIGH IMPACT PIPE FROM ALL VIRGIN MATERIALS
A.3.2 OUTSIDE DIAMETER OF PIPE SHALL BE THE SAME SIZE AS IRON PIPE.
A.3.3 PIPE SHALL BE MARKED AT INTERVALS NOT TO EXCEED 5' WITH THE FOLLOWING INFORMATION: MANUFACTURER'S NAME, NOMINAL PIPE SIZE, PVC TYPE AND GRADE (I.E. 1220) SDR RATING CLASS, NSF APPROVAL AND COMMERCIAL STANDARD DESIGNATION CS 256-60
A.3.4 PIPE SHALL BE MARKED AT INTERVALS WITH THE FOLLOWING INFORMATION (NOT TO EXCEED 5') MANUFACTURER'S NAME, NOMINAL SIZE, PVC TYPE AND GRADE (I.E. PVC 1220) SDR RATING CLASS, NSF APPROVAL AND COMMERCIAL STANDARD DESIGNATION (CS256-63) MARKING SHALL INCLUDE EXTRUSION DATE.
A.3.5 PVC TYPE I SHALL NOT BE THREADED
A.3.6 PVC FITTINGS SHALL BE PVC TYPE II, SCHEDULE 40 NSF APPROVED.
A.3.7 SOLVENT SHALL BE No. 175 GRAY NSF APPROVED AS MANUFACTURED BY INDUSTRIAL POLYCHEMICAL SERVICE, GARDENA, CALIFORNIA, OR EQUAL. CAUTION SHALL BE UTILIZED IN HANDLING TYPE I PIPE DUE TO THE POSSIBILITY OF CRACKING, OR OF SPLITTING WHEN DROPPED OR HANDLED CARELESSLY.
A.3.9 WHEN CONNECTION IS PLASTIC TO METAL, MALE ADAPTORS SHALL BE USED. THE MALE ADAPTOR SHALL BE HAND TIGHTENED, PLUS ONE TURN WITH A STRAP WRENCH. JOINT COMPOUND SHALL BE PERMATHIX TYPE II

B. SPRINKLER HEADS

- C.1 REMOTE CONTROL VALVES - ELECTRIC REMOTE CONTROL VALVES SHALL BE AS SHOWN ON PLANS AND DETAILS.

- C.2 GATE/BALL VALVES - APPROVED GATE/BALL VALVES SHALL BE AS SHOWN ON PLANS AND DETAILS. SIZE AND LOCATION SHALL BE AT 300' INTERVALS MINIMUM AND ELSEWHERE AS INDICATED ON AN AS-BUILT BASIS.
C.3 ALL VALVES SHALL BE LOCATED 24" AWAY FROM CURBS OR SIDEWALKS, AND POSITIONED PERPENDICULAR TO THE EDGE OF PAVING.
C.4 ALL VALVES SHALL BE MARKED AT A CURB LOCATION, FINAL LOCATION AND METHOD OF MARKING TO BE APPROVED BY THE CITY.
C.5 VALVES SHALL BE CLUSTERED IN GROUPS PER PLAN
D. AUTOMATIC CONTROLLERS SHALL BE AS SHOWN ON PLANS AND DETAILS
E. CONTROL WIRE FOR RCVS
ALL WIRING TO BE USED FOR CONNECTING THE AUTOMATIC CONTROLLER TO THE ELECTRICAL SOLENOID ACTUATED BY REMOTE CONTROL VALVE SHALL BE TYPE UF-600V, 14 GAUGE SOLID COPPER, PVC INSULATION, SINGLE CONDUCTOR, UL APPROVED UNDERGROUND FEEDER CABLE. EACH PILOT OR "HOT" WIRE SHALL BE COLOR-CODED FOR EACH VALVE WITH THE COMMON WIRE BEING WHITE AND STRIPED DIFFERENTLY FOR EACH VALVE. "PIG-TAIL" TAG COMMON WIRE WITH STATION NUMBERS ON EACH END "PIG-TAIL" WIRING EVERY 1500 L.F. OR AT EACH 90 DEGREE TURN. ENCLOSE 3 FT. PIG-TAILS IN CONTROL BOXES WITH COVER STAMPED "SB" (SPLICE BOX). VALVE WIRES SHALL BE BURIED 18" DEEP MINIMUM AND ATTACHED TO THE UNDERSIDE OF THE MAINLINE WHERE POSSIBLE. THE CONTRACTOR SHALL RUN TWO (2) EXTRA WIRES IN EACH DIRECTION FROM THE CONTROLLER TO THE FARTHEST VALVE IN EACH DIRECTION (COLORS TO BE ORANGE AND ORANGE WITH A WHITE STRIPE).
F. VALVE BOXES AND PULL BOXES
ALL VALVE BOXES SHALL BE PLASTIC WEATHER RESISTANT, UV RESISTANT AND SOIL RESISTANT. VALVE BOXES SHALL BE GREEN IN COLOR, PULL BOXES SHALL BE GREY IN COLOR. VALVE BOXES SHALL BE LOCKABLE WITH A STAINLESS STEEL BOLT. VALVE BOXES SHALL HAVE A LOAD BEARING CAPACITY OF 1500 PSL. VALVE BOX EXTENSIONS SHALL HAVE THE SAME SPECIFICATIONS AS THE BOX. VALVE BOXES SHALL BE "CHRISTIE" OR AN APPROVED EQUAL. BOX LIDS SHALL BE STAMPED "GV" OR "RCV". PULL BOXES SHALL BE UNMARKED VALVE BOXES SHALL BE EMBOSSED WITH THE CONTROLLER AND VALVE NUMBER. PULL BOXES SHALL BE INSTALLED EVERY 200' MIN. INSTALL PULL BOXES IN LANDSCAPE AREAS ONLY.
G. BACKFLOW PREVENTION UNITS
THE BACKFLOW PREVENTION UNITS SHALL BE AS SHOWN ON PLANS AND DETAILS. ALL CONNECTIONS TO BACKFLOW PREVENTER SHALL BE TYPE K BRASS/ COPPER PIPE.

8.0 INSTALLATION

- A.1 EXCAVATION SHALL BE OPEN VERTICAL CONSTRUCTION SUFFICIENTLY WIDE TO PROVIDE FREE WORKING SPACE AROUND THE MATERIAL INSTALLED AND TO PROVIDE AMPLE SPACE FOR BACKFILLING AND COMPACTING.
A.2 TRENCHES FOR PIPE SHALL BE CUT TO REQUIRED GRADE LINES, AND TRENCH BOTTOM SHALL BE COMPACTED TO PROVIDE AN ACCURATE GRADE AND UNIFORM BEARING FOR THE FULL LENGTH OF THE LINE.
A.3 WHEN TWO (2) PIPES ARE TO BE PLACED IN THE SAME TRENCH, A 6" SPACE SHALL BE MAINTAINED BETWEEN PIPES. (REFER TO PIPE INSTALLATION DETAIL.)
B. BACKFILLING
B.1 BACKFILL MATERIAL SHALL BE APPROVED SOIL. UNSUITABLE MATERIAL INCLUDING CLODS AND ROCKS OVER 1" IN SIZE SHALL BE REMOVED FROM THE PREMISES AND DISPOSED OF LEGALLY AT NO COST TO OWNER.
B.2 ALL BACKFILLING SHALL BE DONE CAREFULLY AND SHALL BE PROPERLY COMPACTED FOR APPROVAL PURPOSES.
B.3 DEPTH OF TRENCHES SHALL BE SUFFICIENT TO PROVIDE A MINIMUM COVER ABOVE THE TOP OF THE PIPE. SEE IRRIGATION LEGEND.
C. PVC PIPE
C.1 PVC PIPE SHALL BE SNAKED IN A MANNER WHICH WILL PROVIDE FOR EXPANSION AND CONTRACTION AS RECOMMENDED BY THE PIPE MANUFACTURER.
C.2 ALL PLASTIC TO METAL JOINTS SHALL BE MADE WITH PLASTIC MALE ADAPTORS, UNLESS OTHERWISE SHOWN IN DETAILS.
C.3 THE JOINTS SHALL BE ALLOWED TO SETTLE AT LEAST TWENTY-FOUR (24) HOURS BEFORE PRESSURE IS APPLIED TO THE PVC PIPE SYSTEM.
C.4 MAIN LINES SHALL BE TESTED IN PLACE BEFORE BACKFILLING FOR A PERIOD OF NOT LESS THAN FOUR (4) HOURS AND SHALL SHOW NO LEAKAGE OR LOSS OF PRESSURE. DURING THE TEST PERIOD, MINIMUM TEST PRESSURE, AT THE HIGHEST POINT OF THE SECTION BEING TESTED, SHALL BE 150 POUNDS PER SQUARE INCH. CENTER FILLING OF PIPE LENGTHS IS ALLOWED.
C.5 AFTER ALL NEW SPRINKLER PIPING AND RISERS ARE IN PLACE AND CONNECTED, ALL NECESSARY WORK HAS BEEN COMPLETED AND PRIOR TO THE INSTALLATION OF SPRINKLER HEADS, CONTROL VALVES SHALL BE OPENED AND A FULL HEAD OF WATER USED TO FLUSH OUT THE SYSTEM FOR A MINIMUM OF FIVE (5) MINUTES. AFTER THE SYSTEM IS THOROUGHLY FLUSHED, THE RISERS SHALL BE CAPPED OFF AND THE SYSTEM PRESSURE TESTED.
C.6 AT THE CONCLUSION OF A SYSTEM PRESSURE TEST, THE HEADS SHALL BE INSTALLED AND TESTED FOR OPERATION IN ACCORDANCE WITH DESIGN REQUIREMENTS UNDER NORMAL OPERATING PRESSURE. CONTRACTOR SHALL VERIFY HEAD PRESSURES WITH PILOT TUBE AND ADJUST VALVE TO CORRESPOND WITH DESIGN PRESSURE.
C.7 CONTRACTOR SHALL NOT BACKFILL ANY WORK PRIOR TO COMPLETION AND APPROVAL OF PRESSURE TEST. IF CONTRACTOR BACKFILLS TRENCHING PRIOR TO PRESSURE TEST, THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL DIRECT AND INDIRECT COSTS OF EXPOSING WORK FOR PROPER TESTING AND OBSERVATION BY LANDSCAPE ARCHITECT AT NO ADDITIONAL COST TO THE OWNER.
D. INTENTIONALLY LEFT BLANK
E. SPRINKLERS
E.1 ALL NOZZLES ON STATIONARY POP-UP SPRINKLERS SHALL BE TIGHTENED AFTER INSTALLATION. ALL SPRINKLERS HAVING AN ADJUSTMENT STEM SHALL BE ADJUSTED ON A LATERAL LINE FOR PROPER RADIUS, DIAMETER AND/OR GALLONAGE PER APPROVAL OF THE LANDSCAPE ARCHITECT. SPRINKLER HEADS AND RISERS SHALL BE INSTALLED ACCORDING TO DETAILS FOR FINAL APPROVAL.
F. VALVES
F.1 REMOTE CONTROL VALVES SHALL BE ADJUSTED IN ORDER THAT A UNIFORM DISTRIBUTION OF WATER IS APPLIED BY THE SPRINKLER HEADS TO THE PLANTING AREAS FOR EACH INDIVIDUAL VALVE SYSTEM.
F.2 QUICK COUPLING VALVES SHALL BE SET APPROXIMATELY 12" FROM WALKS, CURBS, HEADERS/ARMS, OR PAVED AREAS WHERE DESIGNED. REFER TO INSTALLATION DETAIL.
F.3 NO CONTROL VALVES SHALL BE LOCATED IN TURF AREAS WITHOUT PRIOR WRITTEN APPROVAL OF THE LANDSCAPE ARCHITECT.
G. VALVE BOXES
G.1 VALVE BOXES SHALL BE SET ONE INCH (1") ABOVE THE DESIGNATED FINISH GRADE IN LAWN AREAS AND THREE INCHES (3") ABOVE FINISH GRADE IN GROUND COVER AREAS.
G.2 VALVE BOXES INSTALLED NEAR WALKS, CURBS, HEADERS/ARMS, AND PAVING SHALL ABOUT THOSE ITEMS. TOP SURFACE OF BOX SHALL BE FLUSH WITH ITEMS LISTED ABOVE.
G.3 VALVE BOXES SHALL BE INSTALLED IN SHRUB PLANTERS, NOT IN TURF AREAS WHENEVER POSSIBLE, UNLESS OTHERWISE APPROVED IN WRITING BY THE LANDSCAPE ARCHITECT.
H. AUTOMATIC CONTROLLER LOCATION AND INSTALLATION
H.1 THE AUTOMATIC CONTROLLER SHALL BE INSTALLED AT THE LOCATION SHOWN ON THE PLAN. VERIFY EXACT LOCATION OF CONTROLLER WITH LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.
H.2 ALL LOCAL AND OTHER APPLICABLE CODES SHALL TAKE PRECEDENCE IN CONNECTING THE 120 VOLT ELECTRICAL SERVICE TO THE CONTROLLER. IRRIGATION CONTRACTOR SHALL PROVIDE POWER TO CONTROLLER AND SHALL COMPLETE HOOK-UP TO CONTROLLER.
H.3 THERE SHALL BE ADEQUATE COVERAGE OF SOIL (18" MINIMUM) OVER THE 24-VOLT CONTROL WIRE. INSTALL WIRE IN MAIN LINE TRENCH AND TAPE TO SIDES OF MAINLINE AT 15' INTERVALS. SEE DETAIL.
I. CONTROL WIRE
I.1 ALL ELECTRICAL EQUIPMENT AND WIRING SHALL COMPLY WITH LOCAL AND STATE CODES AND BE INSTALLED BY THOSE SKILLED AND LICENSED IN THE TRADE.
I.2 CONNECTING AND SPLICING OF WIRE AT THE VALVES OR IN THE FIELD SHALL BE MADE USING RAIN BIRD PEN-TITE CONNECTORS OR EQUAL. WIRE CONNECTORS SHALL BE WATERPROOF AND NON-REUSEABLE. ALL SPLICES SHALL BE MADE USING SEALED WATERPROOF CONNECTORS. CONNECTORS SHALL HAVE A TWO PIECE BODY, COPPER CRIMP SLEEVE, AND WATER PROOF SEALANT.
I.3 THREE (3) FEET LONG PIG-TAIL WIRE SPLICES SHALL BE ALLOWED ONLY AT 1500 FT. INTERVALS. THE WIRE SPLICES SHALL BE ENCLOSED IN A VALVE BOX WITH COVER IMPRINTED WITH THE LETTERS "SB".
J. BACKFLOW PREVENTION UNITS
J.1 THE BACKFLOW PREVENTION UNITS SHALL BE INSTALLED AS SHOWN ON PLANS AND DETAILS. BACKFLOW PREVENTION UNITS SHALL BE INSTALLED PER LOCAL CODES INCLUDING CERTIFICATION.

9.0 OBSERVATION SEQUENCE

OBSERVATIONS BY THE LANDSCAPE ARCHITECT WILL BE REQUIRED AT THE FOLLOWING TIMES:
- UPON INSTALLATION OF MAINLINE (PRIOR TO BACKFILLING) FOR PRESSURE TEST
- UPON INSTALLATION OF IRRIGATION HEADS (PRIOR TO PLANTING BUT AFTER FINE GRADING) FOR COVERAGE TEST
- AT THE END OF MAINTENANCE PERIOD.

PART B IRRIGATION SYSTEM MAINTENANCE

WHEN REPAIRS TO THE SYSTEM ARE REQUIRED, IDENTICAL MATERIALS SHOULD BE USED TO MAINTAIN SYSTEM INTEGRITY.

I. IRRIGATION CONTROLLER

THE IRRIGATION CONTROLLER IS DEFINED AS THE MASTER CONTROLS THAT REGULATE THE IRRIGATION PROCESS. THE SYSTEM HAS BEEN INSTALLED USING THE LATEST STATE-OF-THE-ART EQUIPMENT AVAILABLE HOWEVER, AS WITH ANY DEVICE, THE EQUIPMENT WILL NOT LAST FOREVER, AND COMPONENTS WILL NEED TO BE REPAIRED OR REPLACED PERIODICALLY. IRRIGATION CONTROLLERS CONTROL THE TIME OF DAY AND THE FREQUENCY WITH WHICH THE IRRIGATION SYSTEM DISPENSES WATER, TURNING IRRIGATION VALVES ON AND OFF ACCORDING TO A WATERING SCHEDULE WHICH IS PROGRAMMED INTO THE CLOCK. EACH CONTROLLER HAS A BATTERY BACK-UP. HOWEVER, THE SCHEDULE MAY BE LOST AS A RESULT OF A POWER OUTAGE. CHANGING SHORT-TERM WEATHER CONDITIONS AND SEASONAL CHANGES WILL REQUIRE FINE-TUNING THE PROGRAM FOR PROPER WATERING. DURING EXTENDED RAINY PERIODS, THE CONTROLLERS SHOULD BE SHUT-DOWN UNTIL ADDITIONAL WATER IS NEEDED IN THE LANDSCAPE AREAS. MULTIPLE IRRIGATION CYCLES SHOULD BE USED AS NEEDED TO ALLOW EACH WATERING TO COMPLETELY SOAK-IN. THIS WILL REDUCE RUNOFF AND WASTED WATER.

II. MAINTENANCE REQUIRED

- 1. REGULAR INSPECTIONS OF OUTDOOR CONTROLLERS TO MINIMIZE MOISTURE DAMAGE AND CORROSION. REGULAR CHECKING FOR DEAD BACK-UP BATTERY, LOOSEENED CONNECTIONS, DETERIORATED WEATHERPROOFING OR CONTROLLER MOUNTING HARDWARE. LIGHTNING STRIKES COULD ALSO AFFECT THE SYSTEM, AND IT SHOULD BE CHECKED AFTER ELECTRICAL STORMS FOR ANY ADVERSE EFFECTS.
2. PERIODIC INSPECTION OF TIME CLOCKS TO DETERMINE THAT THE SCHEDULED PROGRAM IS WORKING PROPERLY AND ADJUSTING THE PROGRAM FOR PROPER WATERING.
3. RESETTIME TIME CLOCKS FOR DAYLIGHT SAVINGS TIME, AND AFTER POWER FAILURES TO RESTORE SCHEDULED PROGRAMMING.
4. MONTHLY RESETTIME AND ADJUSTMENT OF EACH IRRIGATION STATION'S RUN TIME IN RESPONSE TO CHANGING WEATHER CONDITIONS AND PLANT NEEDS. CONTROLLERS SHOULD BE RESET BASED ON THE ACTUAL NEEDS OF THE PLANTS WITH ALLOWANCES FOR ADJUSTMENTS DUE TO SITE CONDITIONS.
5. RAIN SHUT OFF DEVICES (IF SO EQUIPPED) SHOULD BE CLEANED AND KEPT FREE OF DELETERIOUS MATERIALS SUCH AS LEAVES, ON A MONTHLY BASIS. ENSURE PLANT MATERIAL HAS NOT GROWN OVER OR COVERED DEVICE.
6. EVENTUALLY, REPLACEMENT OF ELECTRIC TIME CLOCKS, WHEN NEEDED.

III. FREQUENCY

1. FAILURE TO INSPECT TIME CLOCKS AS NECESSARY MAY RESULT IN INADEQUATE OR OVER-WATERING WHICH, FOR EVEN A SHORT PERIOD OF TIME, COULD BE DISASTROUS TO SURROUNDING LANDSCAPING. OVER-WATERING CAN ALSO CAUSE WATER ACCUMULATION LEADING TO PLANT DEATH, PAVEMENT FAILURES AND WATERPROOFING PROBLEMS. IT IS VERY IMPORTANT THAT REGULAR INSPECTIONS BE PERFORMED TO IDENTIFY ANY OVERLY-WET AREAS AND THAT CORRECTIVE MEASURES BE IMPLEMENTED IMMEDIATELY. TIME CLOCKS THAT ARE NOT PROPERLY SET MAY ALSO CAUSE WATERING DURING INAPPROPRIATE HOURS.

IV. BACKFLOW PREVENTERS

BACKFLOW PREVENTERS ARE DEFINED AS A DEVICE WHOSE FUNCTION IS TO PERMANENTLY SEPARATE THE POTABLE WATER SUPPLY FROM THE IRRIGATION SYSTEM. THE BACKFLOW UNITS FOR THE PROJECT ARE THE "ATMOSPHERIC" TYPE, AND ARE LOCATED ON EACH HYDROZONE SYSTEM.

V. MAINTENANCE REQUIRED

PERIODIC INSPECTION FOR LEAKS. PERIODIC DISCHARGE OF WATER FROM THE RELIEF VALVE IS NOT A PROBLEM, BUT ACTUALLY THE VALVE PERFORMING ITS INTENDED FUNCTION.

VI. FREQUENCY

BACKFLOW PREVENTERS ARE VERY CONSPICUOUS, AND CAN BE SPOT-CHECKED WEEKLY FOR VISIBLE LEAKS OR VANDALISM.

VII. EFFECTS OF DEFERRED MAINTENANCE

FAILURE TO INSPECT AND REPAIR BACKFLOW UNITS MAY AFFECT NEARBY TURF, TREES, AND OTHER PLANT LIFE. INEFFECTIVE BACKFLOW PREVENTION CAN ALSO CAUSE CONTAMINATION OF THE DOMESTIC WATER SUPPLY.

VIII. SPRINKLER HEADS / EMITTERS

WHILE THE SPRINKLER SYSTEM PATTERNS HAVE BEEN CHOSEN TO KEEP OVERSPRAY OFF WALLS, SIDEWALKS, AND BUILDINGS, WINDY CONDITIONS, PLANT GROWTH, AND OTHER FACTORS WILL SOMETIMES RESULT IN ISOLATED OVERSPRAY PROBLEMS. NOTE: WATER SHOULD BE APPLIED ONLY IN AMOUNTS TO MEET PLANT NEEDS, WITHOUT EXCESS. BECAUSE WEATHER AND GROWTH VARY BY MONTH, WATER APPLICATION NEEDS TO BE RESET ON A MONTHLY AND SEASONAL BASIS TO REPLACE WATER LOST THROUGH EVAPOTRANSPIRATION WITH ALLOWANCE FOR SPECIFIC SITE CONDITIONS. THE IRRIGATION SCHEDULE ON THE INSTALLATION PLANS SHOULD BE USED AS AN INITIAL STARTING POINT FOR THE CONTRACTOR. EACH IRRIGATION SYSTEMS RUN TIME AND CYCLE SHOULD BE EVALUATED AND ADJUSTED IN THE FIELD.

IX. MAINTENANCE REQUIRED

FREQUENT INSPECTION FOR BROKEN OR IMPROPERLY ADJUSTED SPRINKLER HEADS, CLOGGED NOZZLES OR EMITTERS, WORN NOZZLES AND GEAR DRIVES, GRIT IN SEALS OR MOVING PARTS, MOWER OR OTHER PHYSICAL DAMAGE, AND BROKEN SPRINKLER LINES. THE RISER HEIGHT OF SPRINKLERS SHOULD BE ADJUSTED AS REQUIRED, BUT NOT TO INTERFERE WITH PEDESTRIAN TRAFFIC. POP-UP TYPE SPRINKLERS SHOULD BE ADJUSTED TO MAINTAIN THE SPRINKLER HEAD FLUSH WITH THE SURROUNDING GRADE. POP-UP TYPE SPRINKLERS SHOULD ALWAYS BE USED ADJACENT TO TRAFFIC AREAS. PERIODICALLY, EMITTERS MAY NEED TO BE ADDED TO ACCOMMODATE FUTURE PLANT GROWTH. APPROPRIATE CORRECTIVE MEASURES SHOULD BE MADE IMMEDIATELY TO CORRECT ANY OF THESE PROBLEMS AND ENSURE APPROPRIATE COVERAGE IN ALL AREAS. PREVENT OVER WATERING, AND MINIMIZE ANY OVERSPRAY. AFTER ANY IRRIGATION REPAIR, PIPING SHOULD BE FLUSHED AND RETESTED FOR PROPER FUNCTION AND ADEQUATE COVERAGE. A REGULAR INSPECTIONS SHOULD BE PERFORMED TO MONITOR THE AMOUNT OF WATER BEING APPLIED, AND CORRECTIVE MEASURES TAKEN, IF NECESSARY.

X. FREQUENCY

INSPECTION AND APPROPRIATE ADJUSTMENTS OF SPRINKLERS TO ASSURE ADEQUATE COVERAGE AND PREVENT OVERSPRAY SHOULD BE DONE A MINIMUM OF ONCE A WEEK, MORE FREQUENTLY DURING THE DRYER, WARMER SEASONS.

XI. EFFECTS OF DEFERRED MAINTENANCE

FAILURE TO INSPECT, REPLACE, AND ADJUST SPRINKLER SYSTEM COMPONENTS MAY RESULT IN INADEQUATE OR SURPLUS WATER TO AFFECTED AREAS, AFFECTING NEARBY TURF, TREES, AND OTHER PLANT LIFE. OVER WATERING MAY EVENTUALLY LEAD TO SOIL EROSION, AND COULD EFFECT NEARBY STRUCTURES AND/OR HARDSCAPE SURFACES.

IV. VALVES

MAINTENANCE REQUIRED

REGULAR INSPECTION OF VALVES TO VERIFY THAT THEY ARE OPERATING CORRECTLY. CHECKING FOR DIAPHRAGM OR SEAT WEAR, STICKING SOLENOIDS OR DIAPHRAGM, CORROSION OF WIRE CONNECTIONS, CLOGGED SCREENS AND ORIFICES, AND DEBRIS OR STONES LODGED UNDER THE DIAPHRAGM. REPAIR AND/OR REPLACEMENT AS NECESSARY.

REMOTE CONTROL VALVES MAY HAVE ASSOCIATED UNIONS AND ISOLATION VALVES. THESE SHOULD ALSO BE CHECKED PERIODICALLY FOR LEAKAGE OR DAMAGE.

FREQUENCY

VALVES SHOULD BE MANUALLY OPERATED AND VISUALLY INSPECTED AT LEAST ONCE PER MONTH. A MORE THOROUGH INSPECTION OF ALL VALVES SHOULD BE PERFORMED AT LEAST ONCE A YEAR WITH REPAIRS OR REPLACEMENT DONE AS SOON AS ANY MALFUNCTION IS DETECTED. THIS SAME FREQUENCY OF INSPECTION SHOULD BE APPLIED TO THE BALL OR GATE VALVES LOCATED THROUGHOUT THE SYSTEM.

EFFECTS OF DEFERRED MAINTENANCE

AS THE REMOTE CONTROL VALVES CONTROL THE DISBURSEMENT OF WATER, REPAIRS THAT ARE NOT ATTENDED TO IMMEDIATELY COULD RESULT IN LONG TERM DAMAGE TO LANDSCAPING IN THE AFFECTED AREAS.

V. IRRIGATION PIPE

MAINTENANCE REQUIRED

THE IRRIGATION SUPPLY AND LATERAL PIPES ARE PLASTIC (PVC) IF NOT DISTURBED BY TRENCHING OR DIGGING, MINIMAL ONGOING MAINTENANCE SHOULD BE REQUIRED. ON OCCASION, SOME REPAIRS MAY NEED TO BE DONE TO MAINTAIN THE INTEGRITY OF THE SYSTEM AND AN OCCASIONAL INSPECTION OF PORTIONS OF THE SYSTEM IS RECOMMENDED. REPAIRS SHOULD BE MADE WITH IDENTICAL MATERIALS.

FREQUENCY

IF REPAIRS ARE REQUIRED, THEY SHOULD BE DONE IMMEDIATELY.

EFFECTS OF DEFERRED MAINTENANCE

AS WITH OTHER COMPONENTS OF THE IRRIGATION SYSTEM, REPAIRS THAT ARE NOT ATTENDED TO IMMEDIATELY COULD RESULT IN LONG TERM DAMAGE TO LAWN AND PLANT LIFE IN THE AFFECTED AREAS.

- END OF SECTION -

- NOTES:
1. CONSTRUCTION PER CITY OF SOLANA BEACH APPROVED STANDARDS.
2. FOOTINGS, REINFORCEMENT, AND GROUT PER CITY OF SOLANA BEACH APPROVED STANDARDS.
3. GAS AND ELECTRICAL CONNECTIONS AND SHUTOFFS PER CITY OF SOLANA BEACH APPROVED STANDARDS.

REVISIONS

Table with columns: NO., REV. DATE, BY



IRRIGATION SPECIFICATIONS

Watkins Residence
705 Barbara Ave.
Solana Beach, CA 92075
Contact: Dale Watkins (858-414-0208)

Ian Tillyard Landscape Design, LLC.

Table with columns: Date, Scale, Drawn by, CAD File, Sheet, Signature, Date



NOTE: THIS PROJECT SHALL CONFORM TO THE LATEST EDITIONS (2015) OF THE CALIFORNIA BUILDING CODE, UNIFORM MECHANICAL CODE, UNIFORM PLUMBING CODE, AND CALIFORNIA ELECTRICAL CODE (BASED ON THE 2017 EDITION OF THE NATIONAL ELECTRICAL CODE), AND CITY & COUNTY LAWS AND ORDINANCES.

NOTE: FINISHED GRADE - ALL LANDSCAPE AREAS SHALL BE FINISH GRADED TO REMOVE ROCKS AND TO ENSURE SURFACE DRAINAGE AWAY FROM BUILDINGS & STRUCTURES

LANDSCAPE ARCHITECT STATEMENT
I AM FAMILIAR WITH THE REQUIREMENTS FOR LANDSCAPE AND IRRIGATION PLANS CONTAINED IN THE CITY'S WATER EFFICIENT LANDSCAPE REGULATIONS. I HAVE PREPARED THIS PLAN IN COMPLIANCE WITH THOSE REGULATIONS AND THE LANDSCAPE DESIGN MANUAL. I CERTIFY THAT THE PLAN IMPLEMENTS THOSE REGULATIONS TO PROVIDE EFFICIENT USE OF WATER.
LANDSCAPE ARCHITECT: Ian Tillyard
DATE: 10-14-24
SIGNATURE: Ian Tillyard
DATE: 10-14-24

LEGEND	SYMBOL
PROPERTY BOUNDARY	---
EASEMENT LINE	---
EXISTING CONTOUR (PER TOPOGRAPHY SURVEYED ON 5-24-2019)	---146---
EXISTING ELEVATION (PER TOPOGRAPHY SURVEYED ON 5-24-2019)	× 146.0
EXISTING CONTOUR (PER TOPOGRAPHY SURVEYED ON 7-11-2023)	---146---
EXISTING ELEVATION (PER TOPOGRAPHY SURVEYED ON 7-11-2023)	× 146.0
ELEVATION PER APPROVED PLAN NO. B20-0092	---146.00---
CONTOURS PER APPROVED PLAN NO. B20-0092	---146---
PROPOSED CONTOUR	---146---
PROPOSED ELEVATION	× 146.00
PROPOSED STORM DRAIN PIPE	---S0---
NEW KEYSTONE/CMU WALL	---
NEW WOOD DECK	---
NEW CONCRETE SURFACE	---

**PRE-EXISTING (PRIOR TO BACK YARD) IMPERVIOUS AREA CALCULATIONS:**  
 BUILDING 2,575 SF  
 SITE WORK 1,303 SF  
 EXISTING TOTAL IMPERVIOUS AREA: 3,878 SF  
 EXISTING TOTAL PERVIOUS AREA: 6,943 SF

**APPROVED PLAN NO. B20-0092 IMPERVIOUS AREA CALCULATIONS:**  
 BUILDING 3,188 SF  
 SITE WORK 483 SF  
 EXISTING TOTAL IMPERVIOUS AREA: 3,681 SF  
 EXISTING TOTAL PERVIOUS AREA: 7,137 SF

**EXISTING (EXISTING UNPERMITTED) IMPERVIOUS AREA CALCULATIONS:**  
 BUILDING 3,188 SF  
 SITE WORK 1,153 SF  
 EXISTING TOTAL IMPERVIOUS AREA: 4,341 SF  
 EXISTING TOTAL PERVIOUS AREA: 8,477 SF

IMPERVIOUS AREA INCREASED FROM PRE-EXISTING (PRIOR TO BACKYARD) BY 466 SF

OWNERS: DALE L. WATKINS JR. AND LISA J. WATKINS  
 SITE ADDRESS: 705 BARBARA AVENUE  
 SOLANA BEACH, CA 92075  
 ASSESSOR'S PARCEL NO.: 263-091-07  
 DATE OF SURVEY: 5/24/19 & 7-11-23  
 LEGAL DESCRIPTION: LOT 26 OF SOLANA HEIGHTS, IN THE CITY OF SOLANA BEACH, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, ACCORDING TO MAP THEREOF NO. 3521, FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAN DIEGO OCTOBER 10, 1956.  
 VERTICAL BENCHMARK: CITY OF SOLANA BEACH SURVEY CONTROL PNT NO. 2019 STATION NAME "DNC-43" FOUND 3.5' NATIONAL GEODETIC SURVEY DISC IN HEADWALL 0.2 MILES NORTH OF SOLANA VISTA DRIVE ON THE EAST SIDE OF NORTHBOUND HIGHWAY 101 3 FEET OFF SHOULDER AND 6 FEET WEST OF CARDOFF BY THE SEA SIGN.  
 DATUM: NGVD29 ELEVATION: 32.469'

**CONSTRUCTION NOTES:**  
 1. EXISTING TOPOGRAPHY AND BOUNDARY DATA SHOWN HEREON PROVIDED BY SAMPO ENGINEERING, INC. ON MAY 24, 2019 AND BY CELST ON JULY 7-11-23.  
 2. A PRELIMINARY TITLE REPORT PREPARED BY STEWART TITLE OF CALIFORNIA, INC. DATED JULY 20, 2023 AS ORDER NO. 2000288 HAS BEEN REVIEWED FOR EXISTING ON-SITE EASEMENTS (NUMBERING PER SAID PRELIMINARY TITLE REPORT). SAID EASEMENT HAS BEEN PLOTTED HEREON:  
 △ EXISTING 5' WIDE EASEMENT GRANTED TO JOHN MICHAEL AND KAREN JEAN COOMBS FOR PUBLIC UTILITY PURPOSES RECORDED FEBRUARY 21, 2006 AS INSTRUMENT NO. 2006-019873 OF O.R.

THE FOLLOWING EXISTING EASEMENT PER SAID PRELIMINARY TITLE REPORT IS NOT DISCLOSED OF RECORD. SAID EASEMENTS HAVE NOT BEEN PLOTTED HEREON.  
 AN EASEMENT GRANTED TO SAN DIEGO MUTUAL WATER COMPANY FOR THE PURPOSES OF A WATER PIPELINE AND DISTRIBUTING BASIN RECORDED JANUARY 29, 1919 IN BOOK 770, PAGE 331 OF DEEDS.  
 3. ALL ON-SITE STORM DRAIN, DRAINAGE SWALES, AND BMP AREAS ARE PRIVATE AND SHALL BE MAINTAINED BY THE PROPERTY OWNER.

4. WALL ELEVATIONS SHOWN HEREON MAY VARY DURING CONSTRUCTION DUE TO EXISTING GRADES AND SOIL ENGINEER RECOMMENDATIONS. SOIL ENGINEER SHALL DETERMINE FINAL WALL FOOTING DEPTHS.
5. ROOF DOWNSPOUTS TO BE DISCHARGED INTO LANDSCAPING AREAS PRIOR TO DISCHARGE TO THE SATISFACTION OF THE CITY ENGINEER. WATER SHALL NOT BE ALLOWED TO POND ON SITE AND SHALL NOT DRAIN TOWARD BUILDING FOUNDATIONS.
6. ALL EXISTING AND PROPOSED UTILITY LINES SERVING THE SUBJECT PROPERTY SHALL BE INSTALLED UNDERGROUND.
7. UTILITIES SHOWN HEREON ARE APPROXIMATE CONTRACTOR TO VERIFY/LOCATE EXISTING UTILITIES PRIOR TO CONSTRUCTION. EXISTING WATER AND SEWER SERVICES AND METER UTILITIES SHALL BE PROTECTED IN-PLACE TO SERVE THE NEW BUILDING ADDITIONS.
8. ALL STRUCTURES IN THE PUBLIC RIGHT-OF-WAY NOT BUILT TO SAN DIEGO REGIONAL STANDARD DRAWINGS SHALL BE PRIVATELY MAINTAINED.
9. EXTERIOR CONCRETE SURFACES SHALL NOT BE LESS THAN 4" PCC OVER 2" CLEAN SAND REINFORCED WITH NO. 3 BARS AT 18" O.C. IN BOTH DIRECTIONS OVER RECOMPACTED NATIVE SOIL, UNLESS DETERMINED OTHERWISE BY SOIL ENGINEER. JOINTS AND REINFORCEMENT PER SOIL ENGINEER.

**EARTHWORK QUANTITIES (UNAUTHORIZED SITE GRADING)**

CUT: 26 CY MAX CUT DEPTH: 5.2'  
 FILL: 92 CY MAX FILL HEIGHT: 3.0'  
 IMPORT: 66 CY

**FOOTING OF NEW CONSTRUCTION**

10 CY OF EXCAVATION  
 REMOVAL AND RE-COMPACTION FOR NEW CONSTRUCTION  
 UNDETERMINED  
 TOTAL GRADING=(SITE GRADING + FOOTING EXCAVATION + REMOVAL AND RE-COMPACTION)  
 TOTAL (118 CY +10 CY UNDETERMINED CY)= 128 CY

**EARTHWORK QUANTITIES (PROPOSED)**

CUT: 2.5 CY MAX CUT DEPTH: 0.8'  
 FILL: 0.5 CY MAX FILL HEIGHT: 0.3'  
 EXPORT: 2.0 CY

**NEW IMPROVEMENTS (CONSTRUCTED)**

1. NEW WOOD DECK ABOVE GRADE
2. NOT USED
3. NEW CMU RETAINING WALL
4. NEW WOOD STEPS
5. NEW 8' WIDE X 20' LONG PREFABRICATED SPA BY OTHERS
6. NEW CONCRETE SURFACE. SEE CONSTRUCTION NOTE NO. 9
7. ± 5.5' HIGH NEW ALUMINUM ANODIZED PICKET FENCE.
8. NEW PERMEABLE ARTIFICIAL TURF PER LANDSCAPE ARCHITECT'S PLANS
9. NEW 1" THICK STEEL EDGING AT WEST EDGE OF TURF AREA
10. NEW PLANTER STEEL WALL PER LANDSCAPE ARCHITECT'S PLANS
11. DEMOLISH ±14 LF NEW IRON HAND RAILING ENDOACH INTO THE RIGHT-OF-WAY
12. NOT USED
13. NOT USED
14. NEW IRON HAND RAILING
15. DEMOLISH ±14 LF 5.5' HIGH NEW ALUMINUM ANODIZED PICKET FENCE ENDOACH IN THE RIGHT-OF-WAY
16. NEW PLANTER WALL PER LANDSCAPE ARCHITECT'S PLANS

**STORM DRAIN/WATER QUALITY (CONSTRUCTED)**

1. NEW 4" DIA. AREA DRAIN BY NDS
2. NEW PRIVATE 4" DIA. STORM DRAIN PIPE PER (SDR-35) @ MIN 1% SLOPE

**NEW IMPROVEMENTS (PROPOSED)**

1. PROPOSED 1/2" THICK STEEL EDGING
2. PROPOSED 5' HIGH FENCE PER LANDSCAPE PLANS
3. DEMOLISH PORTION OF THE CONCRETE SIDEWALK TO THE NEAREST JOINT AND RECONSTRUCT WITH 4" PCC SIDEWALK PER SDRSD C-7

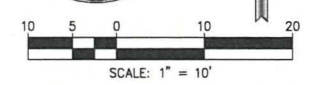
**STORM DRAIN/WATER QUALITY (PROPOSED)**

1. PROPOSED 12"x12" CATCH BASIN BY "NDS" OR APPROVED EQUAL
2. PROPOSED 24" WIDE VEGETATED DRAINAGE SWALE PER DETAIL A ON SHEET 2
3. PROPOSED 6" DIA. STORM DRAIN PIPE PER (SDR-35) @ MIN 1% SLOPE AND CONNECT TO EXISTING 6" DIA. STORM DRAIN PIPE
4. PROPOSED PAD 3'x3' NO 3 BACKING RIP RAP T=0.5' D50=0.40'
5. PROPOSED 1-3" SIDEWALK UNDERDRAIN PIPE PER SDRSD D-27
6. PROPOSED 18"x18" PCC BROOK'S BOX OR APPROVED EQUAL WITH REMOVABLE STEEL COVER

**NOTES:**  
 1. THE PURPOSE OF PREPARING THIS PRELIMINARY GRADING PLAN IS TO SHOW THE NEW IMPROVEMENTS CONSTRUCTED AFTER APPROVED PLAN NO. B20-0092  
 2. IMPROVEMENTS AND TOPOGRAPHIC DATA SHOWN HEREON IN DARK ARE PER SURVEY DATA COLLECTED ON 7-11-23  
 3. IMPROVEMENTS AND TOPOGRAPHIC DATA SHOWN HEREON SCREENED BACK AT 40% INK ARE PER SURVEY DATA COLLECTED ON 5-24-19 AND PER APPROVED PLAN NO. B20-0092

ENCROACHMENT MAINTENANCE AND REMOVAL AGREEMENT  
 RECORDED \_\_\_\_\_, 2024  
 AS DOCUMENT NO. 2024 \_\_\_\_\_ OF O.R.

ENC # \_\_\_\_\_ TO  
 CONSTRUCT/REMOVE IMPROVEMENTS IN PUBLIC ROW

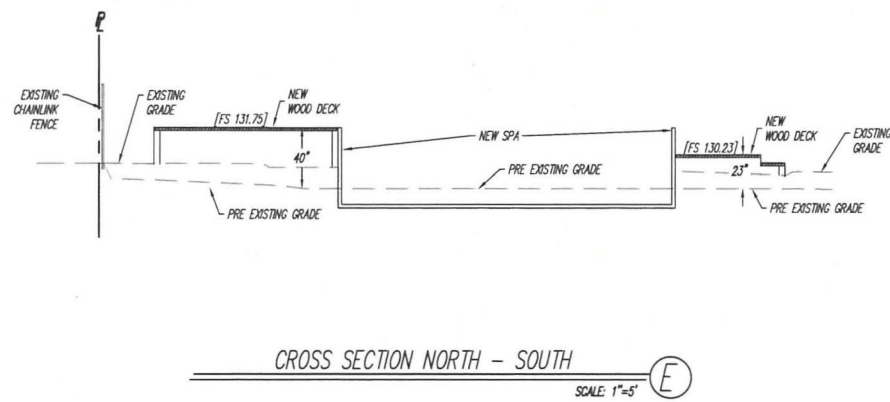
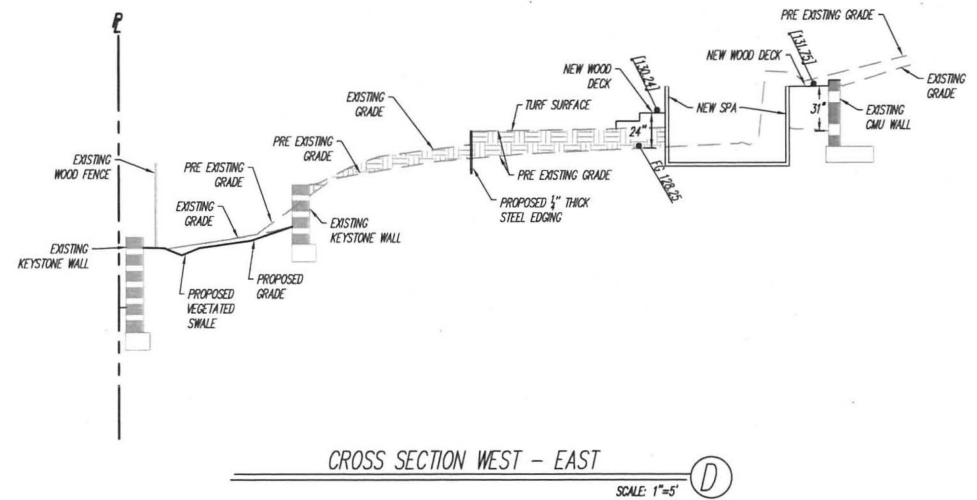
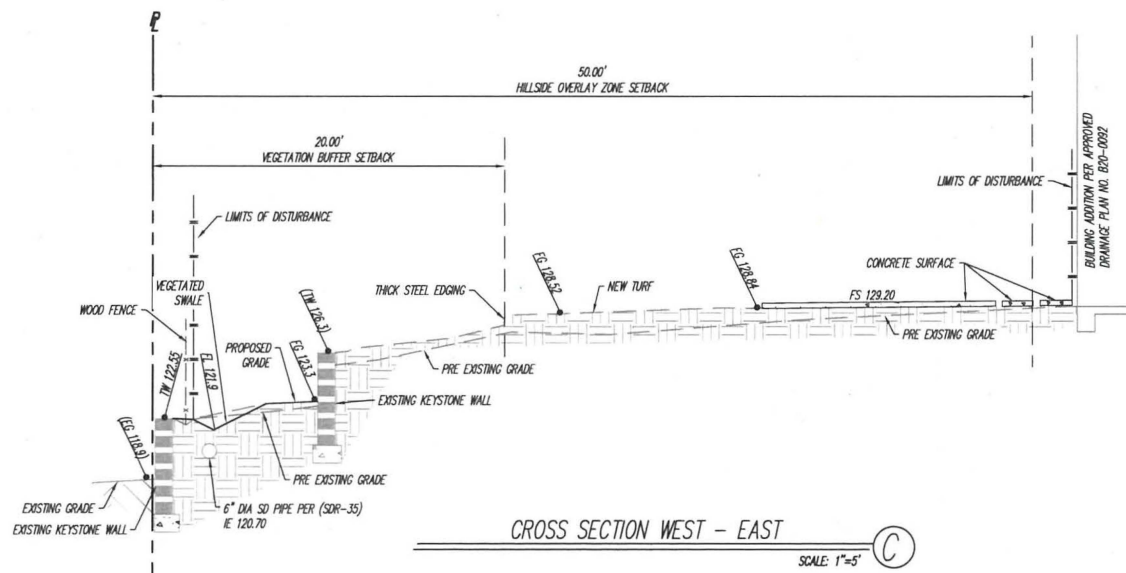
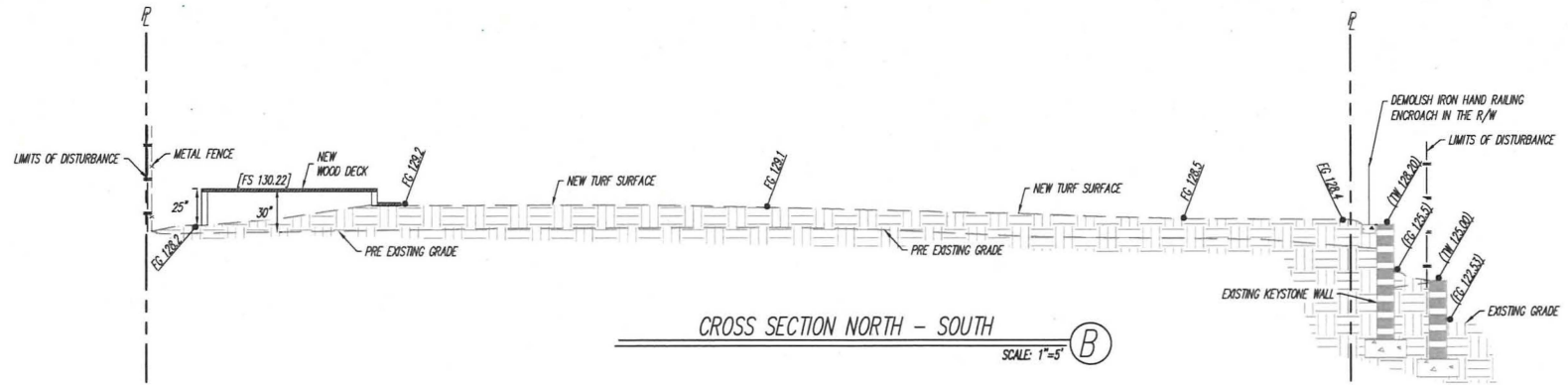
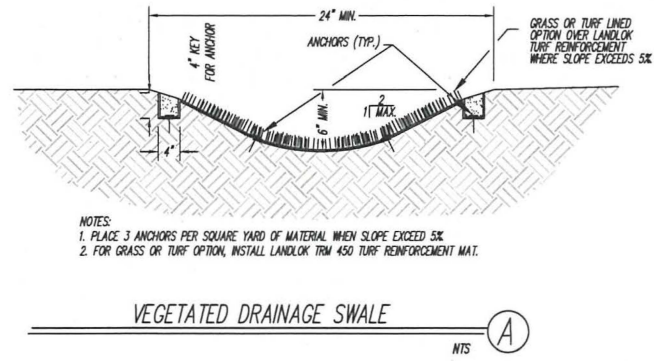


ABBREVIATIONS:  
 FL: FLOW LINE  
 HP: HIGH POINT  
 E: INVERT ELEVATION  
 TL: TOP OF FINISH  
 TG: TOP OF GRADE  
 TL: TOP OF LID  
 TW: TOP OF WALL

CITY OF SOLANA BEACH  
 PRELIMINARY GRADING PLAN FOR: 705 BARBARA AVE  
 WATKINS RESIDENCE SITE IMPROVEMENTS  
 BUILDING NO. B21-0578

JAN 19-130 DATE: 9/26/24  
 CELST  
 171 SHAWNY ROAD, STE. 211, ENOMAS, CA 92024  
 TEL: (760) 436-8660

Sheet 1 of 2



JN: 19-130 DATE: 8/26/24



171 SAINTRY ROAD, STE. 213 ENOMITAS, CA 92024  
 TEL: (760) 436-0660 FAX: (760) 436-0659

ABBREVIATIONS:

FG: FINISH GRADE  
 FS: FINISH SURFACE  
 TM: TOP OF WALL

CITY OF SOLANA BEACH

PRELIMINARY GRADING PLAN FOR:

705 BARBARA AVE

WATKINS RESIDENCE SECTIONS/DETAILS

BUILDING NO. B21-0578

Sheet 2 of 2

# SLOPE ANALYSIS

**OWNERS:** DALE L. WATKINS JR. AND LISA J. WATKINS  
**SITE ADDRESS:** 705 BARBARA AVENUE  
 SOLANA BEACH, CA 92075  
**ASSESSOR'S PARCEL NO.:** 263-091-07  
**DATE OF SURVEY:** 5/24/19

**LEGAL DESCRIPTION:** LOT 26 OF SOLANA HEIGHTS, IN THE CITY OF SOLANA BEACH, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, ACCORDING TO MAP THEREOF NO. 3521, FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAN DIEGO OCTOBER 10, 1956.  
**VERTICAL BENCHMARK:** CITY OF SOLANA BEACH SURVEY CONTROL PNT NO. 2012 STATION NAME "ENC-43" FOUND 3.5" NATIONAL GEODETIC SURVEY DISC IN HEADWALL 0.2 MILES NORTH OF SOLANA VISTA DRIVE ON THE EAST SIDE OF NORTHBOUND HIGHWAY 101 3 FEET OFF SHOULDER AND 6 FEET WEST OF CURB BY THE SEA SIGN.  
 DATUM: NAD83 ELEVATION: 32.469'

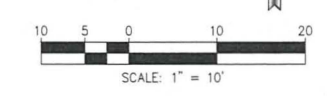
- NOTES:**
- PROPERTY LINE DISTANCES AND BEARINGS SHOWN HEREON PER MAP NO. 3521 AND GRANT DEED RECORDED APRIL 15, 2019 AS DOC# 2019-0135347, OF OFFICIAL RECORDS.
  - THIS IS NOT A BOUNDARY SURVEY. PROPERTY LINES SHOWN HEREON ARE APPROXIMATE. IF PROPERTY LINE SETBACKS ARE CRITICAL TO THIS PROJECT WE RECOMMEND A BOUNDARY SURVEY BE PERFORMED PRIOR TO CONSTRUCTION, MONUMENTS BE RESET AND A MAP FILED WITH THE COUNTY OF SAN DIEGO.
  - PRELIMINARY TITLE REPORT WAS NOT MADE AVAILABLE AT THE TIME OF THIS SURVEY THEREFORE EXISTING EASEMENTS, IF ANY, HAVE NOT BEEN PLOTTED HEREON.

SLOPE ANALYSIS SUMMARY				
LEGEND	% SLOPE RANGE	% SLOPE	AREA (SF)	PERCENTAGE OF TOTAL LOT AREA
White	0% LESS THAN 25%	95.5%	10,331	95.5%
Yellow	25% LESS THAN 40%	3.2%	347	3.2%
Red	40%+ GREATER THAN	1.3%	140	1.3%
<b>TOTALS</b>			<b>10,818</b>	<b>100%</b>

TOTAL STEEP SLOPES AREA GREATER THAN 25% = 487 SF  
 PERCENTAGE OF LOT STEEPER THAN 25% = 4.5%

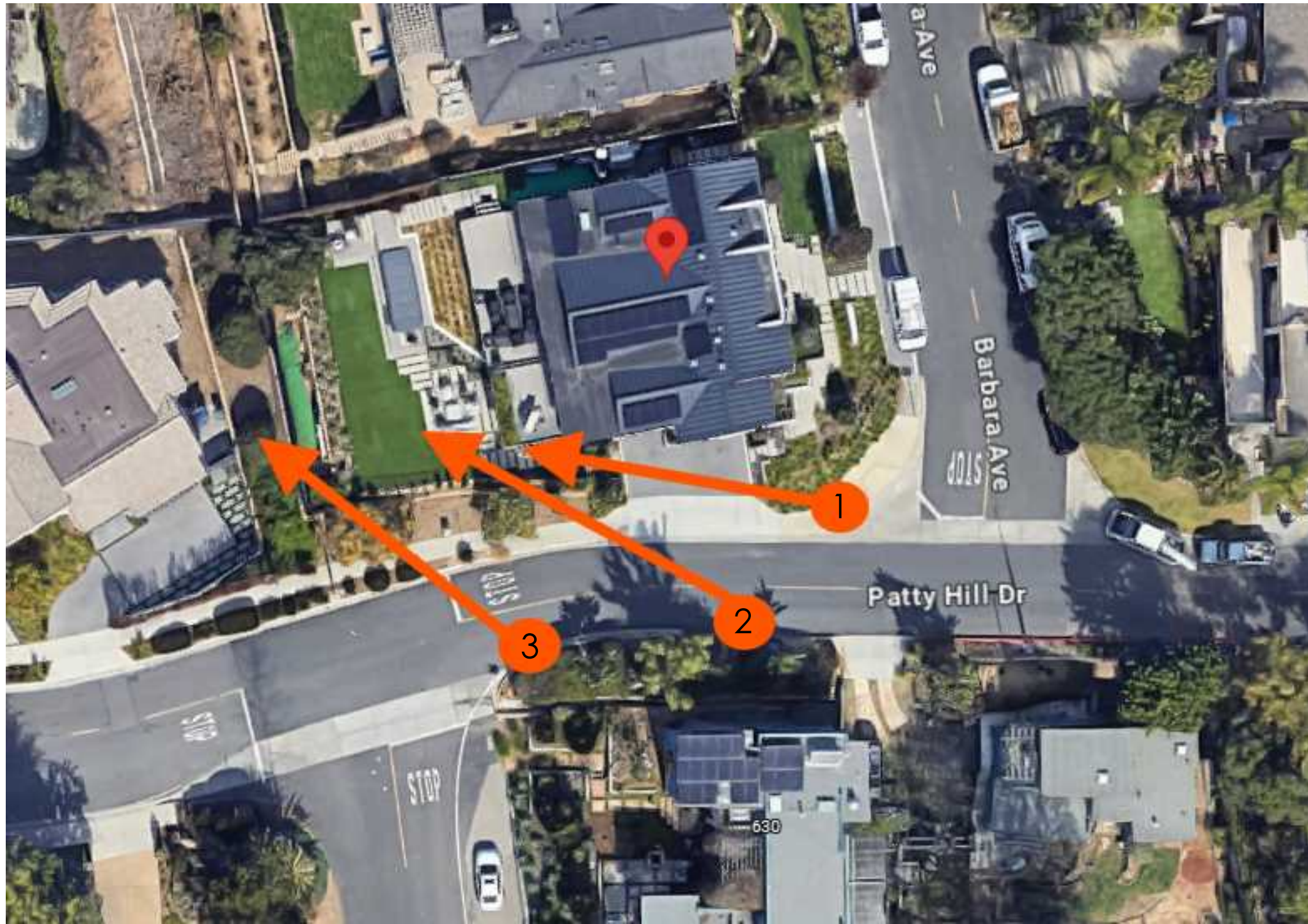
LEGEND:	SYMBOL:
PROPERTY BOUNDARY	— — — — —
PROPERTY LINE	— — — — —
EXISTING CONTOUR	— 150 —
EXISTING ELEVATION	X 150.5
INDICATES ELEVATION ABOVE GRADE	[160.0]

- ABBREVIATIONS:**
- AC: ASPHALT CONCRETE
  - CO: CLEAN OUT
  - CONC: CONCRETE
  - EP: EDGE PAVEMENT
  - FF: FINISH FLOOR
  - FG: FINISH GRADE
  - FH: FIRE HYDRANT
  - FL: FLOW LINE
  - GV: GAS VALVE
  - HP: HAND HOLE
  - IBS: IRRIGATION BOX
  - R/W: RIGHT OF WAY
  - TD: TOP OF BERM
  - TC: TOP OF CURB
  - TW: TOP OF WALL
  - W: WATER METER
  - WV: WATER VALVE



JN: 19-130 DATE: 9/28/23  
  
 172 SAVORY ROAD, STE. 213, ENOMITAS, CA 92024  
 TEL: (760) 436-0660 FAX: (760) 436-0659





- VIEW LOCATION
- ➔ VIEW DIRECTION

VIEW ANALYSIS KEY MAP  
SCALE: NTS

WATKINS RESIDENCE, 705 BARBARA AVE., SOLANA BEACH, CA 92075  
EXHIBIT PREPARED BY: IAN TILLYARD LANDSCAPE DESIGN, LLC  
TEL: 858-350-3767  
DATE: 12-10-2024

PROPOSED (INSTALLED) 'LITTLE GEM' MAGNOLIA TREE

PROPOSED (INSTALLED) CHINESE PISTACHE TREE

EXISTING SAPOTE (MEXICAN APPLE) TREE - TO REMAIN

EXISTING CORAL TREE - TO REMAIN

PROPOSED (CONSTRUCTED) 5'-6" H. (80% TRANSPARENCY ABOVE 42") BLACK ALUMINUM PANEL FENCE & GATE (TYP.)

PROPOSED (CONSTRUCTED) 'POURED IN PLACE' 'SAND' FINISH CONCRETE STEPPERS W/ 4" GAP BETWEEN FILLED W/ LOOSE BEACH PEBBLES (TYP.)



VIEW ANALYSIS  
VIEW 1

WATKINS RESIDENCE, 705 BARBARA AVE., SOLANA BEACH, CA 92075  
EXHIBIT PREPARED BY: IAN TILLYARD LANDSCAPE DESIGN, LLC  
TEL: 858-350-3767  
DATE: 12-10-2024



PROPOSED (INSTALLED) CHINESE PISTACHE TREE

EXISTING SAPOTE (MEXICAN APPLE) TREE - TO REMAIN

EXISTING CORAL TREE - TO REMAIN

EXISTING STACKED CONCRETE BLOCK (KEYSTONE) RETAINING WALL (TYP.) - TO REMAIN

EXISTING NON-PLANTED LANDSCAPE AREA (PERVIOUS) W/ MULCH, NO IRRIGATION



PROPOSED (INSTALLED) 'LITTLE GEM' MAGNOLIA TREE

PROPOSED (CONSTRUCTED) 5' H. (80% TRANSPARENCY ABOVE 42") BLACK ALUMINUM PANEL FENCE (TYP.)

PROPOSED (CONSTRUCTED) 5'-6" H. (80% TRANSPARENCY ABOVE 42") BLACK ALUMINUM PANEL FENCE & GATE (TYP.)

VIEW ANALYSIS  
VIEW 2

WATKINS RESIDENCE, 705 BARBARA AVE., SOLANA BEACH, CA 92075  
EXHIBIT PREPARED BY: IAN TILLYARD LANDSCAPE DESIGN, LLC  
TEL: 858-350-3767  
DATE: 12-10-2024



EXISTING CORAL TREE - TO REMAIN

EXISTING STACKED CONCRETE BLOCK (KEystone) RETAINING WALL (TYP.) - TO REMAIN

PROPOSED (INSTALLED) PODOCARPUS HENKELII (YELLOW WOOD) SHRUB - TO BE MAINTAINED AS LOW HEDGE (PROTECTING VIEWS OF NEIGHBOR)

PROPOSED (CONSTRUCTED - TO BE ADJUSTED) 24" H. BLACK RAILING FENCE (5/8" PICKETS AT 4 1/2" O.C.) (TYP.) - TO BE REMOVED FROM CITY RIGHT-OF-WAY (IN LINE W/ ELECTRICAL BOX APPROX.)

EXISTING STACKED CONCRETE BLOCK (KEystone) RETAINING WALL (TYP.) - TO REMAIN

EXISTING NON-PLANTED LANDSCAPE AREA (PERVIOUS) W/ MULCH, NO IRRIGATION

VIEW ANALYSIS  
VIEW 3

WATKINS RESIDENCE, 705 BARBARA AVE., SOLANA BEACH, CA 92075

EXHIBIT PREPARED BY: IAN TILLYARD LANDSCAPE DESIGN, LLC

TEL: 858-350-3767

DATE: 12-10-2024



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Alyssa Muto, City Manager  
**MEETING DATE:** January 29, 2025  
**ORIGINATING DEPT:** Finance Department – Rachel Jacobs, Finance Director  
**SUBJECT:** **Fiscal Year 2024 Annual Comprehensive Financial Report (ACFR)**

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## **BACKGROUND:**

The City’s financial policies specify that each year the City’s financial statements are to be audited by a firm of independent Certified Public Accountants (CPA’s) and that the auditor’s opinion is to be included in the financial statements as is required by Generally Accepted Accounting Principles (GAAP). An independent audit is essential to demonstrate the accountability of government officials’ use of public resources and provides a basis for user acceptance of the audited financial statements.

This item is before the City Council (Council) to accept and file the Fiscal Year (FY) 2024 Annual Comprehensive Financial Report (ACFR) (Attachment 1) and receive a presentation by the City’s Independent Auditors, Davis Farr, LLP, on the City’s financial condition as of June 30, 2024.

## **DISCUSSION:**

Staff is presenting the FY 2024 ACFR for Council’s review. The ACFR is a detailed report that goes beyond the requirements of GAAP and beyond any legal reporting requirements. The ACFR covers all funds of the government and all the financial transactions during the applicable fiscal year. It is considered a general-purpose report as its contents are intended to meet the needs of a range of user groups.

Highlights of the FY 2024 ACFR include the following:

- The City’s net position increased to \$122,236,676, or by \$9,262,139, as a result of FY2024 operations.
- Governmental net position (which does not include proprietary funds such as Sanitation) equaled \$72,648,765.

CITY COUNCIL ACTION:

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- The total revenues from all sources were \$38,212,658.
- The total cost of all City programs was \$27,494,677.
- The General Fund reported an excess of revenues over expenditures and other financing sources and uses by \$5,169,530.
- The General Fund’s actual resources received exceeded the final revenue budget by \$2,852,588 while actual expenditures were \$2,269,171 less than final budget before other financing sources and uses.

**GASB Statements Regarding Pension Liabilities**

Governmental Accounting Standards Board (GASB) requires government entities to report net pension liabilities in their Statement of Net Position. The standard, GASB Statement No. 68 (GASB 68), *Accounting and Financial Reporting for Pensions*, was issued by GASB on June 12, 2012.

Under GASB 68, governmental entities need to address net pension liability in their financial statements. Net pension liability refers to the difference between the total pension liability, defined as the present value of the projected benefit payments to employees based on past service, and the pension’s assets, generally considered to be the investments set aside to pay retirees and current employees. Since the City takes part in a cost-sharing plan, it needs to recognize its proportionate share of the collective net pension liability and expense for the plan.

GASB 68 also requires governments to immediately recognize annual service costs and interest on the pension liability, as well as the effects of any changes in benefit terms. Since pension expenses are now viewed over the service period of the plan member, governments also have to deal with how changes in economic and demographic assumptions used to project benefits affect the pension, as well as with differences between assumptions and actual experiences. Governmental entities also need to recognize, over a five-year period, the effects of differences between expected and actual investment returns.

As of June 30, 2024, the City of Solana Beach reported net pension liabilities for its proportionate shares of the net pension liability of each Plan as follows, with a comparison to the net pension liability of each Plan:

	Proportionate Share of Net Pension Liability		
	FY 2024	FY 2023	Difference
Miscellaneous	\$ 7,863,579	\$ 7,283,498	\$580,081
Safety	13,127,102	12,151,239	975,863
	<u>\$ 20,990,681</u>	<u>\$ 19,434,737</u>	<u>\$1,505,944</u>

The City of Solana Beach’s net pension liability of each of the Plans is measured as of June 30, 2023, and the total pension liability for each Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2022, rolled forward to June 30, 2023, using standard update procedures. The City’s proportion of the

net pension liability was based on a projection of the City’s long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined. The City’s net position as a percentage of the total pension liability (funded percentage) for both Plans as of June 30, 2024, is 76.21%.

More detailed information regarding the implementation of GASB 68 can be found in the following sections of the ACFR:

1. Note 5, City Employees Retirement Plan – Pension Plans, beginning on page 59
2. Schedule of Proportionate Share of the Net Pension Liability on pages 85 & 87
3. Schedule of Plan Contributions on pages 86 & 88

**GASB Statements Regarding Other Post-Employment Benefits (OPEB)**

GASB Statement No. 75 (GASB 75), *Accounting and Financial Reporting for Post-Employment Benefits other than Pensions* is the “employer” reporting of the plan in its financial statements. The GASB 75 reports a liability in the ACFR on the statement of net position for the OPEB liability which is similar to how net pension liability is reported for pensions.

The primary objective of this statement was to improve accounting and financial reporting by state and local governments for post-employment benefits other than pensions (OPEB). It also improved information provided by state and local governmental employers about financial support for OPEB that is provided by other entities.

The City provides OPEB in the form of a modest retiree healthcare benefit. The City’s net OPEB liability was measured as of June 30, 2024, and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation dated June 30, 2023, that was rolled forward to determine the June 30, 2024, total OPEB liability, based on the actuarial methods and assumptions as explained in Note 6 beginning on page 65 in the ACFR.

The total OPEB liability as of June 30, 2024, decreased by \$260,636 to \$3,413,755. Combined with an increase of \$276,037 in the Fiduciary Net Position (FNP), or monies held by the PARS Trust, the City’s Net OPEB Liability (NOL) realized a total decrease of \$536,673 from FY 2023 to FY 2024 as shown in the following table:

	Net OPEB Liability		
	6/30/2024	6/30/2023	Difference
Total OPEB Liability (TOL)	\$ 3,413,755	\$ 3,674,391	\$ (260,636)
Fiduciary Net Position (FNP)	1,709,751	1,433,714	276,037
Net OPEB Liability (NOL)	<u>\$ 1,704,004</u>	<u>\$ 2,240,677</u>	<u>\$ (536,673)</u>
Funded Status (FNP/TOL)	50.1%	39.0%	
Discount Rate	5.50%	5.50%	

More detailed information regarding the implementation of GASB 75 can be found in the following sections of the ACFR:

1. Note 6, Other Post-Employment Benefits, beginning on page 65
2. Schedule of Changes in Net OPEB Liability and Related Ratios on page 89
3. Schedule of Plan Contributions on page 90

## **Fund Balance**

The GASB Statement No. 54 (GASB 54), *Fund Balance and Governmental Fund Type Definitions*, established Fund Balance classifications based largely upon the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. The Governmental Fund statements conform with this classification and information regarding Fund Balances can be found in Note 11 on page 76 of the ACFR.

The loan balance from the Sanitation Fund is reported as a liability on the General Fund's balance sheet as an "Advances from Other Funds". The loan payable to the Sanitation fund was made at an annual interest rate of 2.78% for seven years with annual payments equal to \$445,699. As payments are made each year to the Sanitation Fund, the loan amount will decrease and the Fund Balance amount in the Real Property Acquisition Fund will increase and eventually be zero when the loan is fully paid in FY 2026.

## **Fund Activity**

### **General Fund**

The General Fund had the following activity for FY 2024:

Total Revenues	\$ 35,741,477
Total Expenditures	(26,521,947)
Other Financing Uses (net)	(4,050,000)
Net Change in Fund Balance	<u>\$ 5,169,530</u>
Fund Balance	
Beginning of Year	<u>23,180,254</u>
End of Year	<u><u>\$ 28,349,784</u></u>
Non-Spendable	41,024
Restricted	6,764,356
Committed	1,292,880
Assigned	6,786,980
Unassigned	13,464,544
Fund Balance-June 30, 2024	<u><u>\$ 28,349,784</u></u>

The net change in the General Fund's fund balance from FY 2023 to FY 2024 is \$5,169,530 using the GASB 54 fund balance classifications as reflected in the following table:

	06/30/24	06/30/23	Difference
Non-Spendable	\$ 41,024	\$ 41,589	\$ (565)
Restricted	6,764,356	5,003,450	1,760,906
Committed	1,292,880	1,292,880	0
Assigned	6,786,980	6,786,980	0
Subtotal	<u>14,885,240</u>	<u>13,124,899</u>	<u>1,760,341</u>
Unassigned			
General Fund	14,145,260	11,146,575	2,998,685
Real Property Acquis	(680,716)	(1,091,220)	410,104
Total Unassigned	<u>13,464,544</u>	<u>10,055,355</u>	<u>3,409,189</u>
Total General Fund	<u>\$ 28,349,784</u>	<u>\$ 23,180,254</u>	<u>\$ 5,169,530</u>

The General Fund's revenue, expenditures, and fund balance as reported in the ACFR includes the City's internal service funds. The net change in the General Fund's fund balance, including the internal service fund designations, is reflected in the following table:

	06/30/24	06/30/23	Difference
General Fund	\$ 14,985,836	\$ 14,154,704	\$ 831,132
Measure S Fund	1,864,578	1,192,079	672,499
Self-Insurance	203,597	203,597	0
Workers Comp	719,394	719,394	0
Asset Replacement	3,364,430	2,061,074	1,303,356
Facilities Replacement	924,228	733,095	191,133
OPEB	204,081	204,081	0
Pensions	6,764,356	5,003,450	1,760,906
Real Property Acquisition	(680,716)	(1,091,220)	410,504
Total General Fund	<u>\$ 28,349,784</u>	<u>\$ 23,180,254</u>	<u>\$ 5,169,530</u>

### Other Governmental Funds

The Special Revenue Funds, Capital Improvement Funds, and Debt Service Funds had the following combined activity for FY 2024:

Total Revenues	\$ 5,833,933
Total Expenditures	(6,393,737)
Other Financing Uses (net)	<u>4,050,000</u>
Net Change in Fund Balance	<u>\$ 3,490,196</u>

Fund Balance	
Beginning of Year	18,085,152
End of Year	<u>\$ 21,575,348</u>
Non-Spendable	44,707
Restricted	21,641,962
Committed	-
Assigned	-
Unassigned	(111,321)
Fund Balance-June 30, 2024	<u>\$ 21,575,348</u>

The Proprietary Funds, which include Sanitation and Other Proprietary Funds, had the following activity for FY 2024 as shown in the following table:

Total Revenues	\$ 5,871,797
Total Expenditures	(6,451,614)
Non-Operating Revenues	560,865
Non-Operating Expenditures	(1,436,890)
Change in Net Position	<u>\$ (1,455,842)</u>
Net Position	
Beginning of Year	51,043,753
End of Year	<u>\$ 49,587,911</u>
Net Position	
Net Investment in Capital Assets	11,538,399
Restricted for Debt Service	-
Unrestricted	38,049,512
Net Position-June 30, 2024	<u>\$ 49,587,911</u>

The Management's Discussion and Analysis Section of the ACFR provides a more in-depth view of the City's current financial health. The Statement of Auditing Standards (SAS) No. 115, Communication of Internal Control Related Matters Identified in an Audit (Attachment 2), received from the City's auditor states that there were no material instances of noncompliance, no material weaknesses in internal controls, and no reportable conditions.

In SAS No. 114, the Auditor's Communication with Those Charged with Governance (Attachment 3) regarding their responsibilities under auditing standards generally accepted in the United States of America and Government Auditing Standards, the auditors reported on the implementation of various GASBs, among other findings.



The City's audit was conducted in conformity with Generally Accepted Auditing Standards (GAAS). These are the standards that a CPA must follow when auditing financial statements. In an independent audit, the CPA expresses an opinion as to whether the financial statements present fairly the financial position and results of operations for the year ended. The Fiscal Year 2024 audit report contains this unmodified opinion.

The City was proud to accept the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association for the ACFR for the fiscal year ended June 30, 2023. Staff is confident that this report will again earn this distinction.

**CEQA COMPLIANCE STATEMENT:**

Not a project as defined by CEQA.

**FISCAL IMPACT:**

N/A

**WORK PLAN:**

N/A

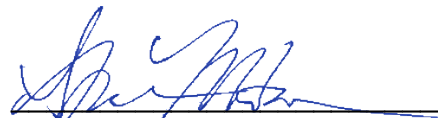
**OPTIONS:**

- Approve Staff recommendation.
- Provide alternative direction.

**CITY STAFF RECOMMENDATION:**

Staff recommends that the City Council:

1. Accept and file the City of Solana Beach Annual Comprehensive Financial Report (ACFR) for the fiscal year July 1, 2023 – June 30, 2024.
2. Accept and file The Auditor's Communication with Those Charged with Governance letter.



Alyssa Muto, City Manager

Attachments:

1. ACFR Fiscal Year Ended June 30, 2024
2. Communication of Internal Control Related Matters Identified in an Audit
3. The Auditor's Communication with Those Charged with Governance letter



CITY OF SOLANA BEACH, CA

# ANNUAL COMPREHENSIVE FINANCIAL REPORT

FOR THE YEAR ENDED

JUNE 30, 2024

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**CITY OF SOLANA BEACH, CALIFORNIA  
ANNUAL COMPREHENSIVE FINANCIAL REPORT  
FOR THE YEAR ENDED JUNE 30, 2024**

**PREPARED BY THE FINANCE DEPARTMENT  
OF THE CITY OF SOLANA BEACH**

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CITY OF SOLANA BEACH, CALIFORNIA  
ANNUAL COMPREHENSIVE FINANCIAL REPORT  
FOR THE YEAR ENDED JUNE 30, 2024

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CITY OF SOLANA BEACH, CALIFORNIA  
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ANNUAL COMPREHENSIVE FINANCIAL REPORT  
FOR THE YEAR ENDED JUNE 30, 2024

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## CITY OF SOLANA BEACH

FAX (858) 792-6513 / (858) 755-1782

635 SOUTH HIGHWAY 101 • SOLANA BEACH • CALIFORNIA 92075-2215 • (858) 720-2400

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December 6, 2024

To the Honorable Mayor, Members of the City Council, and Citizens of Solana Beach:

It is with great pleasure that we present to you the City of Solana Beach (City) Annual Comprehensive Financial Report (ACFR) for the Fiscal Year ended June 30, 2024.

This year's report was prepared by the City's Finance Department in conformity with Generally Accepted Accounting Principles (GAAP) and has been audited in accordance with Generally Accepted Auditing Standards (GAAS) by a firm of licensed Certified Public Accountants. The report consists of management representations concerning the finances of the City. Consequently, responsibility for both the accuracy of the data and the completeness and fairness of the presentation, including all disclosures, rests with the City. To the best of our knowledge and belief, the enclosed information is accurate in all material respects and is reported in a manner designed to present fairly the financial position of the City. All disclosures necessary to enable an understanding of the City's financial activities have been included.

The ACFR includes the financial activity for all funds of the City. The City provides a wide range of services including planning; public works; engineering; maintenance of streets, parks, and public facilities; community services and recreation; fire and marine safety; sanitation; and general administrative activities. Contracted services include building services through a third-party consultant, law enforcement with the San Diego County Sheriff and animal control with the San Diego Humane Society.

### **Internal Controls**

The management of the City is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the government are protected from loss, theft, or misuse, and to ensure that adequate accounting data is compiled to allow for the preparation of financial statements in conformity with GAAP. The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the costs of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

As a recipient of State, County, and Federal financial resources, the City is also responsible for ensuring that an adequate internal control structure is in place to ensure compliance with applicable laws and regulations related to those programs. The internal control structure is subject to periodic evaluation by the management of the City.

## **Annual Audit**

Davis Farr LLP, appointed by the City Council, has audited the City's financial statements. The goal of the independent audit is to provide reasonable assurance that the financial statements of the City for the fiscal year ended June 30, 2024, are free of material misstatements. As part of the City's annual audit, reviews are made to determine the adequacy of the internal control structure as well as to determine that the City has complied with applicable laws and regulations.

The results of the City's annual audit for the fiscal year ended June 30, 2024, provided no instance of material weakness in the internal control structure and no violations of applicable laws and regulations. The independent auditor concluded there was a reasonable basis for rendering an unmodified opinion and the City's financial statements are fairly presented in conformity with GAAP. The independent auditor's report is presented as the first component of the financial section of this report.

## **Management's Discussion and Analysis (MDA)**

This letter of transmittal is designed to complement the Management's Discussion and Analysis (MDA) and should be read in conjunction with it. The MDA provides "financial highlights" and interprets financial reports by analyzing trends and by explaining changes, fluctuations, and variances in the financial data. In addition, the MDA is intended to disclose any known significant events or decisions that affect the financial condition of the City. The City's MDA can be found immediately following the report of the independent auditors.

## **Government Profile**

The City was incorporated on July 1, 1986, under the general laws of the State of California and is home to a population of 12,675 residents per the Bureau of Labor and Statistics. Included within the City's financial statements is the financial information of the Solana Beach Public Facilities Corporation. The City is considered the primary government, and the Public Facilities Corporation is a component unit. Additionally, since the governing boards of the City and the component unit are the same, the financial statements of the City and the component unit are blended.

The Solana Beach Public Facilities Corporation was incorporated on July 25, 1990, as a nonprofit public benefit corporation duly organized and existing under the Nonprofit Public Benefit Corporation Law. Its purpose is to benefit the City by providing financing for the planning, development, acquisition, construction, improvement, extension, repair, and renovation of public works projects, public facilities, furnishings, and equipment for use by the City.

The City is a coastal community encompassing approximately 3.4 square miles and is located twenty-one miles north of the City of San Diego's downtown district. It is bordered to the North and South by the cities of Encinitas and Del Mar, respectively; to the East by the County of San Diego; to the southeast by the City of San Diego; and by the Pacific Ocean to the West.

The City is a general law city that operates under the Council-Manager form of government.

The City Council (Council) is comprised of four Council members elected within separate Council Districts to staggered four-year terms of office. The Mayor is elected at-large to a four-year term and the Deputy Mayor is selected annually by the Council from among its four Councilmembers to serve a one-year term. The Council acts as the legislative and policy-making body of the City, enacting all laws and directing such actions as required providing for the general welfare of the community.

The City Manager, appointed by the Council, serves as the Chief Executive Officer and is responsible to the Council for the proper administration of all City affairs and for the implementation of all policies established by the Council. The City Attorney is the only other position appointed by the Council. All other department heads and employees are appointed by the City Manager.

Commissions play an important role in the governmental structure of Solana Beach. They provide many opportunities for citizens to participate in the affairs of the City. These Advisory Commissions assist in the performance of studies and the issuance of recommendations on various matters of concern to the Council.

The Advisory Commissions are the following:

- Budget & Finance Commission
- Climate Action Commission
- Parks & Recreation Commission
- Public Arts Commission
- View Assessment Commission

**Budgetary Process and Controls**

The process of adopting a budget for the City is generally a six-month process beginning in late December and ending in June when the Council adopts the budget and appropriates funds necessary for the City to provide services to its residents.

The process is all-inclusive as department directors work with the City Manager and representatives of the Finance Department to discuss departmental requests relative to the City’s available resources.

The City’s overall objectives and goals, along with the economic outlook, serve as a platform for the proposed budget that is distributed to the Council, and the Budget and Finance Commission, for preliminary review and analysis in preparation of public workshops and hearings. The public workshops and hearings are held to facilitate discussions of items contained within the proposed budget and to allow the citizenry to participate in the budget process.

In June 2023, the City Council approved a two-year budget for Fiscal Years (FY) 2024 and 2025. The budget is amended from time to time during this two-year budget cycle, with budget adjustments brought before the City Council for review and approval. The final General Fund Budget as amended is presented in the Required Supplementary Information section of this report.

In addition to internal controls, the City maintains budgetary controls. The objective of these budgetary controls is to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the Council. Activities of the General, Special Revenue, Debt Service, and Capital Projects Funds are included in the annual appropriated budget.

The budget is arranged by fund, function, and department and is presented to the Council by the City Manager and Finance Director. The budget is then adopted annually by the Council prior to the beginning of the financial year and serves as the foundation for the City's financial planning and control. Department directors may make transfers of appropriations within their own budget units' divisions with City Manager approval. As previously noted, the City budget is reviewed and is periodically adjusted at the middle of the fiscal year and at the end of the fiscal year. These adjustments are approved by the Council.

The City also maintains an encumbrance accounting system as one technique of accomplishing budgetary control. The adopted budget for Fiscal Year 2025 was prepared in accordance with Generally Accepted Accounting Principles.

As demonstrated by the statements and schedules included in the financial section of this report, the City continues to meet its responsibility for sound financial management.

## **Economic Condition and Outlook**

Information presented in the City's financial statements is best understood within the context of our broader economic conditions. Based on the most recent estimates from the Bureau of Economic Analysis, Real Gross Domestic Product (GDP) increased at an annual rate of 3.0% in the second quarter of 2024.

In July 2024, the U.S. Bureau of Labor Statistics (BLS) reported the Consumer Price Index for All Urban Consumers (CPI-U) increased 0.2% on a seasonally adjusted basis, after declining 0.1% in June.

The index for all items rose 2.9% over the past 12 months, ending July 2024, the smallest 12-month increase since March 2021.

## **Local Economy**

Solana Beach is home to citizens who enjoy the benefits of a coastal community that is within close proximity to the City of San Diego. The local beaches are a big attraction to both residents and non-residents. The City is comprised mainly of single-family homes and condominiums with retail, office, and light industrial uses and service entities providing a tax base for the City.

As a somewhat suburban community, Solana Beach's economic base is linked primarily to the economy of the greater San Diego region. In particular, the greater San Diego economic base sustains the City's residential and industrial facilities.

The local economy is primarily based on small to medium sized retail establishments and specialty stores selling general merchandise, furniture, arts and crafts, clothing, food, and

gasoline. Local economic generators such as vacation tourism support a significant portion of the City's commercial base.

The United States Bureau of Labor Statistics (BLS) reported the San Diego County unemployment rate was 4.9% in July 2024. The region's unemployment rate remained lower than California's unemployment rate of 5.8% in July 2024.

Solana Beach housing prices have started to decline. According to the San Diego Association of Realtors, the median single family home price in Solana Beach in August 2024 was \$2.7 Million, compared to \$3.2 Million the year prior. The San Diego region's median home price was \$1,055,000 in June 2024, an increase of 11.1% as compared to the same month in 2023.

In June 2024 Governor Gavin Newsom signed a \$295.5 billion budget for the 2025 fiscal year, a decrease of 10% from the revised FY 2024 budget. The state budget includes a \$211.5 Billion General Fund, a 5.2% decrease, as compared to the adopted FY 2024 budget appropriations. The largest increases were in Health & Human Services (\$12.2 billion), Education K-12 (\$11.5 billion) and Higher Education Expenditures (\$2.2 billion).

**Long-Term Financial Planning**

Solana Beach's conservative fiscal policies have helped the City build and maintain a healthy reserve and management will continue to keep costs in line with available resources.

For FY 2025, budgeted property taxes are expected to increase as compared to actual amounts received for the prior fiscal year. Sales tax is also projected to realize an increase as the local economy continues to rebound from the pandemic.

It is the City's continued goal not to rely on General Fund reserves to operate the City annually.

**Relevant Financial Policies**

The City of Solana Beach has financial policies that help guide it during the preparation of the annual budget. One such policy is the 17% reserve goal. This policy, as in the adoption of the FYs 2024 and 2025 Budgets, is one that has been continuously adhered to by Council.

The Equipment Replacement Reserve Fund is used to provide for the replacement of the City's existing equipment, vehicles, computers, and furnishings and the City's financial policy is to annually budget funds to this Reserve. During the FYs 2024 and 2025 budget process, the Council again ensured that funds were appropriated to maintain adequate reserves in the Equipment Replacement Fund. Through the end of FY 2024, the balance in this fund is \$3,013,836.

The City established a Facilities Replacement Fund to ensure that funds are available in the future for the replacement of buildings and improvements. Through the end of FY 2024, the balance in this fund is \$1,138,115.

## **Cash Management Policies and Practices**

Cash resources of the individual funds are combined to form a pool of cash and investments. Cash temporarily idle during the year was invested primarily with Chandler Asset Management and with the Local Agency Investment Fund (LAIF) consistent with the City's Investment Policy.

The City's longstanding Investment Policy was adopted by the Council on June 26, 2024, and provides the City more flexibility to invest its excess funds to provide safety to ensure the preservation of capital in the portfolio, provide sufficient liquidity for cash needs, and to realize a market rate of return consistent with the investment program while staying within the requirements of California Government Code Section 53601.

The City's Investment Policy is designed to maximize the productive use of assets entrusted to its care and to invest and manage those funds wisely and prudently. Criteria for selecting investments and the order of priority are: (1) safety (2) liquidity and (3) yield. The basic premise underlying the City's Investment Policy is to ensure that money is safe, always available, and earning the highest and best returns.

Investment income includes appreciation/depreciation in the fair value of investments. The total investment gain for all funds for the fiscal year ended June 30, 2024, was \$2,799,903 (\$1,226,651 investment income received plus \$1,573,252 gain on the fair value), an increase of \$2,111,813 from the prior fiscal year's investment gain amount of \$688,090 (\$568,651 investment income received plus \$119,439 gain on fair value).

## **City Work Plan – FY 2025**

The Fiscal Year 2025 Work Plan is a guiding document that includes all of the City Council's (Council) priority projects. This FY 2025 Work Plan focuses on four strategic priorities as the Council directs Staff on projects and programs: Community Character, Organizational Effectiveness, Environmental Sustainability and Fiscal Sustainability with the knowledge that all four areas of priority are important to the overall sustainability of the City.

On May 22, 2024, the Council held a public workshop to discuss the draft Fiscal Year 2024/2025 Work Plan and to accept public comments. At that public workshop, Council recommended changes to the draft Work Plan presented by City Staff. The revised Work Plan was then brought back to Council at the June 12, 2024, City Council meeting, where additional revisions were directed by the Council.

The revised final Fiscal Year 2025 Work Plan was brought back to Council for final consideration and was approved by the Council on June 26, 2024.

This Fiscal Year 2025 Work Plan will be added as a supplement item to our Fiscal Year 2024 Annual Comprehensive Financial Report to highlight the FY 2025 priorities and upcoming projects in greater detail.

## **Major Projects and Financial Planning**

### Annual Street Maintenance Program

The City has been increasing its level of commitment to maintain city streets. In 2021, a City-wide pavement condition assessment was performed to determine the most effective way to budget, repair, replace and preserve City streets. Based upon this condition assessment report, the consultant prepared a priority list for the City's pavement repairs and maintenance. This list was used to select street segments for the street maintenance and repair program. Construction of the FY 2023/24 Annual Street Maintenance Program was completed in November 2024. Design of the FY 2024/25 Annual Street Maintenance Program will begin in February 2025 and is expected to be presented to the City Council for consideration in early spring 2025.

The City strives to prioritize the streets most in need of maintenance. Overlay is an important part of preserving streets. This limits the need for major repairs which are much more costly to the City. The City Council approved allocating additional funds to this program at the end of FY 2022 and budgeted utilizing Measure S funding towards the program for FY 2024 and FY 2025 as this was identified as a priority of Measure S supporters. This signifies Council's commitment to this very impactful program.

### Annual Sewer Main Maintenance Storm Drain Rehabilitation Program

The City budgets annually to clean sewer mains and rehabilitate Storm Drains citywide. The City maintains annual service agreements for basic cleaning of sewer mains and as-needed maintenance services for the City's storm drain system that includes an annual scheduled cleaning of an estimated 255,000 feet of sewer line. Preventative maintenance is also performed from time to time on low-flow diverters located at the Fletcher Cove Park and Seascape Sur Beach Access, the siphon structure in San Elijo Lagoon, sewer laterals at several City facilities and over 35 storm drain catch basins throughout the City.

In addition to routine cleaning and preventative maintenance, the service agreement includes a video inspection component and an "on-call" component to the Agreements to handle investigations, emergencies and spills as directed by Staff. These video inspections are also used to prioritize cleaning and replacement projects. Targeted prioritization limits the risk of sewer spills and storm drain related damage to roads and private properties.

### Lomas Santa Fe Corridor Project

The project study area for the Lomas Santa Fe (LSF) Drive Corridor Project extends from Cedros Avenue on the east side of Highway 101 to Highland Drive at the City's eastern boundary. The City's goal for the Lomas Santa Fe Corridor Project is to design physical improvements that could be constructed to improve the community character, safety, walkability, bikeability, and circulation along this key east-west arterial through the City of Solana Beach. With the variation in character along the corridor, the Project evaluated feasible improvements that address transportation improvements that integrate with the surrounding land use, activity centers and community character along the Corridor.

The Phase III design of the project was completed in November 2021. Phase III of the project



included the final design of the improvements to LSF and was funded primarily through a grant from SANDAG. Some of the elements designed during Phase III include a multi-use path on the north side of LSF, striping and signal improvements, added parking, landscaping, and other items intended to slow down traffic and increase use of the corridor by pedestrians and bicycles. Staff has prepared a stand-alone construction plan from Interstate 5 to Highland Drive, consistent with the available Federal funding that has been successfully awarded due to significant efforts by Congressman Levin’s office for this project. Staff is currently working on securing all the necessary permits from agencies such as SFID, SDG&E and Caltrans and expects to release the bid for proposals in early 2025.

Marine Safety Center Design



The existing Marine Safety Center (MSC) at Fletcher Cove, shown above, was constructed in or around the 1940s and is showing signs of its age. As part of the FY 2015/16 Adopted Budget, funding was allocated to perform a needs assessment and feasibility study to determine the best course of action for the renovation/replacement of the existing facility.

To accomplish this task, a Professional Services Agreement with Stephen Dalton Architects (SDA) was approved at the March 23, 2016, City Council meeting. During FY 2017, Staff worked with SDA on the preparation of the Fletcher Cove MSC Feasibility/Needs Assessment Study. The results of the Study indicated that nearly all building components are degraded and are past their useful lifespan. Spatially, the current building layout does not meet the functional needs of the Lifeguards and portable structures are necessary for seasonal needs and storage.

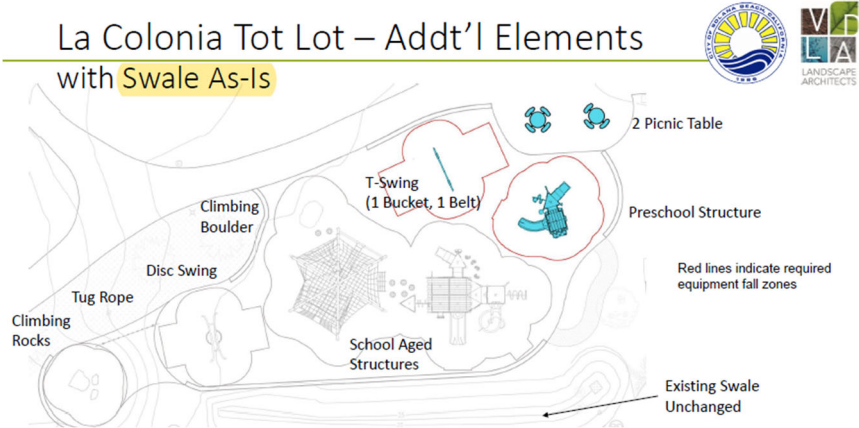
To continue with this task, a Professional Services Agreement with Domus Studios Architects (Domus) was approved at the October 24, 2018, City Council meeting. Since that time, Staff has been working with Domus on the preparation of preliminary design plans for the Fletcher Cove MSC. A community meeting was held in February 2019, and presentations occurred at Council meetings in November 2019, and October 2020. At the November 2019 Council meeting, three design options were presented and Council directed Staff to pursue the above-ground option. At the October 2020 Council meeting, a refined version of the above-ground option was presented. Further refined versions of the Marine Safety Center were presented

to the City Council in February 2023, November 2023 and January 2024. At the City Council meeting on February 8, 2023, the City Council provided direction to Staff based on a review of potential view impacts associated with the preliminary design.

During the past fiscal year, in collaboration with the City Staff and following the City Council's direction, the consultant team continued the design work on the preferred design options. The design team met with California Coastal Commission staff in August 2024 for a preliminary review of the refined above-ground version of the proposed Marine Safety Center. A second set of story poles were installed in September 2024 based on the January 2024 design shown below. The project will be moving into the final design phase in the spring of 2025 subject to the City Council's approval of the preliminary design, and conclusion of the View Assessment process. A total of \$1,500,000 was appropriated in the FY 2024 budget for design and engineering for the project.



La Colonia Park Tot Lot



In FY 2007, a community based La Colonia Park Needs Assessment Advisory Committee developed recommendations for improvements throughout La Colonia Park including ADA Transition Plan recommendations. The City completed the conceptual design for the park improvements in FY 2010 and preliminary design of the park during FY 2011.

Staff engaged Van Dyke Landscape Architects (VDLA) to design a new Tot Lot at La Colonia Park. In FY 2022 the City budgeted \$479,000 to design and construct the new Tot Lot and renovate the playground.

Construction of the new La Colonia Tot Lot was completed in November 2024. With a portion of the construction contingency, additional work was completed within La Colonia Park as part of this project. This additional work included resurfacing the basketball court, purchasing a bench for the pickleball court and installing a new fence along the south end of the vacant lots. The total cost for construction of the Tot Lot was approximately \$1,215,000. A Prop 68 Parks grant was received in the amount of \$233,089, which includes \$186,471 from the State and a City match of \$46,618. Staff also successfully submitted a grant application to the County of San Diego for the Neighborhood Reinvestment Program and was awarded \$50,000. Additionally, with the City's purchase of the property immediately north of the new Skate Park, an assessment of how to incorporate the property into the existing park is being conducted by Staff and VDLA.

### **Acknowledgments**

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City of Solana Beach for its ACFR for the fiscal year ended June 30, 2023. This was the twenty-second year in the past twenty-three years that the City has received this award. To be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized annual comprehensive financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe that our current annual comprehensive financial report continues to meet the Certificate of Achievement program's requirements and we are submitting it to GFOA to determine its eligibility for another certificate.

The preparation of the Annual Comprehensive Financial Report in accordance with the GASB 34 financial reporting model was made possible by the dedicated work of the Finance Department staff. We would also like to thank the Mayor and Council for their continued support in maintaining the highest standards of professionalism in the management of the City's finances.

Respectfully submitted,



Alyssa Muto  
City Manager

Respectfully submitted,



Rachel Jacobs  
Finance Director/City Treasurer



Government Finance Officers Association

Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting

Presented to

**City of Solana Beach  
California**

For its Annual Comprehensive  
Financial Report  
For the Fiscal Year Ended

June 30, 2023

*Christopher P. Morill*

Executive Director/CEO

**CITY OF SOLANA BEACH  
LIST OF OFFICIALS AND ADVISORY BODIES  
June 30, 2024**

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**CITY COUNCIL**

LESA HEEBNER  
Mayor

JEWEL EDSON  
Deputy Mayor

KRISTI BECKER  
Council Member

DAVID A. ZITO  
Council Member

JILL MACDONALD  
Council Member

**ADVISORY COMMISSIONS**

Budget & Finance Commission  
Climate Action Commission  
Parks & Recreation Commission  
Public Arts Commission  
View Assessment Commission

**CITY ADMINISTRATION**

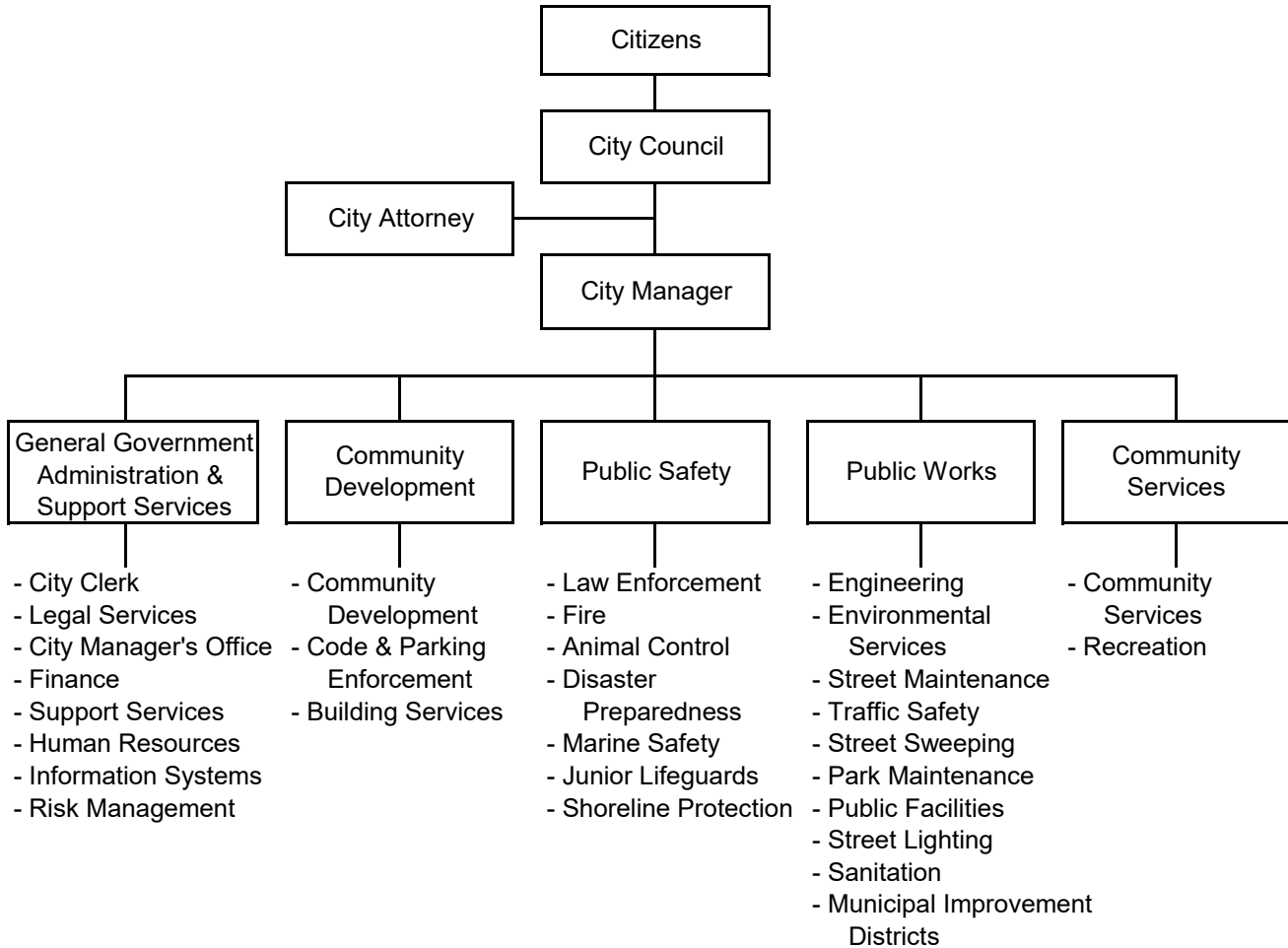
ALYSSA MUTO  
City Manager

Dan King, Assistant City Manager  
Johanna Canlas, City Attorney  
Pouneh Sammak, Human Resources Director  
Rachel Jacobs, Finance Director/City Treasurer  
Mohammed Sammak, Director of Public Works/City Engineer  
Joseph Lim, Director of Community Development  
Angela Ivey, City Clerk  
Michael Manriquez, Information Technology Director

# CITY OF SOLANA BEACH

## Organizational Chart

Fiscal Year 2023-2024



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## FINANCIAL SECTION



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## **Independent Auditor's Report**

City Council  
City of Solana Beach  
City of Solana Beach, California

### **Report on the Audit of the Financial Statements**

#### ***Opinions***

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Solana Beach (the City), as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City, as of June 30, 2024, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### ***Basis for Opinions***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### ***Responsibilities of Management for the Financial Statements***

The City's management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for one year after the date that the financial statements are issued.

## ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the *management's discussion and analysis*, *budgetary comparison information*, and pension and other post-employment *benefit schedules* be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

## **Report on Summarized Comparative Information**

We have previously audited the City's 2023 financial statements, and we expressed unmodified audit opinions on those audited financial statements in our report dated January 30, 2024. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2023 is consistent, in all material respects, with the audited financial statements from which it has been derived.

## **Supplementary Information**

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The *combining and individual nonmajor fund financial statements and budgetary comparison schedules* are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The *combining and individual nonmajor fund financial statements and budgetary comparison schedules* are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the *combining and individual nonmajor fund financial statements and budgetary comparison schedules* are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

## **Other Information**

Management is responsible for the other information included in the Annual Comprehensive Financial Report. The other information comprises the *introductory section* and *statistical section* but does not include the financial statements and our auditor's report thereon. Our opinions on the financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

## **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated December 6, 2024, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

Irvine, California  
December 6, 2024

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## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

As management of the City of Solana Beach (City), we offer readers of the City's financial statements this narrative overview and analysis of the financial activities of the City for the fiscal year ended June 30, 2024 (Fiscal Year (FY) 2024). It should be read in conjunction with the accompanying transmittal letter beginning on page i and the accompanying basic financial statements.

### **FINANCIAL HIGHLIGHTS**

- The City's net position increased to \$122,236,676, or by \$9,262,139, due to FY 2024 operations.
- Governmental net position equaled \$72,648,765.
- The total revenues for all governmental activities were \$38,212,658.
- The total expenditures for all governmental activities were \$27,494,677.
- The General Fund reported an excess of revenues over expenditures and other financing sources and uses by \$5,169,530.
- The General Fund's actual resources received exceeded the final revenue budget by \$2,852,588 while actual expenditures were \$2,269,171 less than the final budget.

### **USING THIS ANNUAL REPORT**

This annual report consists of a series of financial statements. The three components of the financial statements are:

- (1) Government-wide financial statements, which include the Statement of Net Position and the Statement of Activities. These statements provide information about the activities of the City as a whole.
- (2) Fund financial statements describe how City services are financed in the short term as well as what resources are available for future spending. Fund financial statements also report the City's operations in more detail than the government-wide statements by providing information about the City's most significant funds.
- (3) Notes to the financial statements.

### **Reporting the City as a Whole**

#### **The Statement of Net Position and the Statement of Activities (Government-wide)**

A frequently asked question regarding the City's financial health is whether the year's activities contributed positively to the City's overall financial well-being. The Statement of Net Position and the Statement of Activities report information about the City as a whole and about its activities in a way that helps answer this question. These statements include all assets and liabilities using the *accrual basis of accounting*, which is similar to the accounting used by most private-sector companies. All the current year's revenues and expenses are accounted for regardless of when cash is received or paid.

These two statements report the City's net position and changes thereto. Net position, the difference between assets and liabilities, is one way to measure the City's financial health, or financial position. Over time, increases or decreases in net position are an indicator of whether financial health is improving or deteriorating. However, it is important to consider other non-financial factors such as changes in the City's property tax base or condition of the City's roads to assess accurately the overall health of the City.

The Statement of Net Position and the Statement of Activities present information about the following:

- **Governmental activities** - All the City's basic services are considered governmental activities, including general government, community development, public safety, public works, and community services. Property taxes, transient occupancy taxes, sales taxes, and franchise fees finance most of these activities.
- **Proprietary activities/Business type activities** - The City charges a fee to customers to cover all or most of the cost of the services provided. The City's Sanitation system and Solana Energy Alliance, which provides clean energy services to the public, are reported in this category.
- **Component units** - The City's governmental activities include the blending of the City of Solana Beach Public Facilities Corporation, a separate legal entity. Although legally separate, this "component unit" is important because the City is financially accountable for the corporation. A separate component unit financial statement was not issued for the Solana Beach Public Facilities Corporation since it has had no transactions, nor any assets, liabilities, or equity over the past three fiscal years.

### **Reporting the City's Most Significant Funds Fund Financial Statements**

The fund financial statements provide detailed information about the most significant funds not the City as a whole. Some funds are required to be established by State law and by bond covenants. However, management establishes many other funds that aid in the administration of resources for particular purposes or to meet legal responsibilities associated with the usage of certain taxes, grants, and other money. The City's two kinds of funds, governmental and proprietary, use different accounting approaches:

- **Governmental funds** - Most of the City's basic services are reported in governmental funds. Governmental funds focus on how resources flow in and out with the balances remaining at year-end that are available for spending. These funds are reported using an accounting method called *modified accrual*, which measures cash and all other *financial* assets that can readily be converted to cash. The governmental fund statements provide a detailed *short-term* view of the City's general government operations and the basic services it provides. Governmental fund information shows whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs. We describe the relationship (or differences) between governmental *activities* (reported in the Statement of Net Position and the Statement of Activities) and governmental *funds* through the Reconciliation of the Fund Financial Statements to the Government-Wide Financial Statements.

- *Proprietary funds* - When the City charges customers for the services it provides, these services are generally reported in proprietary funds. Proprietary funds are reported in the same way that all activities are reported in the Statement of Net Position and the Statement of Activities.

## The City as Trustee Reporting the City's Fiduciary Responsibilities

The City is the trustee, or *fiduciary*, for certain amounts held on behalf of developers, property owners, and others. These fiduciary activities are reported in separate Statements of Fiduciary Net Position and Changes in Assets and Liabilities. The City is responsible for ensuring that the assets are used for their intended purposes. Therefore, fiduciary activities are excluded from the City's other financial statements because the assets cannot be used to finance operations.

After the date of the dissolution of the Solana Beach Redevelopment Agency (RDA) on February 1, 2012, the assets and liabilities of the former redevelopment agency were transferred to the Successor Agency to the former Solana Beach RDA (Successor Agency) and are reported in a fiduciary fund (private-purpose trust fund).

## THE CITY AS A WHOLE

Our analysis focuses on the net position (Table 1) and changes in net position (Table 2) of the City's governmental and business activities.

**Table 1**  
**City of Solana Beach Net Position**

	Governmental Activities		Business Activities		Total	
	2024	2023	2024	2023	2024	2023
<b>Assets:</b>						
Current and other assets	\$ 56,994,219	\$ 48,847,596	\$ 50,791,169	\$ 51,169,143	\$ 107,785,388	\$ 100,016,739
Capital assets, net	43,138,419	41,808,198	16,740,055	17,094,784	59,878,474	58,902,982
<b>Total Assets</b>	<b>100,132,638</b>	<b>90,655,794</b>	<b>67,531,224</b>	<b>68,263,927</b>	<b>167,663,862</b>	<b>158,919,721</b>
Deferred Outflows	7,501,590	8,005,746	934,413	646,308	8,436,003	8,652,054
<b>Liabilities:</b>						
Long-term debt outstanding	26,423,395	27,355,767	17,497,020	16,783,995	43,920,415	44,139,762
Other liabilities	7,537,687	7,582,795	1,112,464	937,802	8,650,151	8,520,597
<b>Total Liabilities</b>	<b>33,961,082</b>	<b>34,938,562</b>	<b>18,609,484</b>	<b>17,721,797</b>	<b>52,570,566</b>	<b>52,660,359</b>
Deferred Inflows	1,024,381	1,792,194	268,242	144,685	1,292,623	1,936,879
<b>Net Position:</b>						
Net investment in capital assets	37,408,264	34,677,741	11,538,399	11,547,573	48,946,663	46,225,314
Restricted	27,017,802	21,964,017	-	-	27,017,802	21,964,017
Unrestricted	8,222,699	5,289,026	38,049,512	39,496,180	46,272,211	44,785,206
<b>Total Net Position</b>	<b>\$ 72,648,765</b>	<b>\$ 61,930,784</b>	<b>\$ 49,587,911</b>	<b>\$ 51,043,753</b>	<b>\$ 122,236,676</b>	<b>\$ 112,974,537</b>



The City's combined net position for the fiscal year ended June 30, 2024, of \$122,236,676. The City's net position for governmental activities increased from \$61,930,784 to \$72,648,765. The following is an explanation of the governmental activity changes between fiscal years as shown in Table 1:

- Current and other assets increased \$8,146,623 or 16.7% primarily due to increased cash and investments.
- Capital Assets net of depreciation increased \$1,330,221 or 3.2% mainly due to Capital Asset purchases. More information is provided in Table 5.

Changes related to Business activities are as follows:

- Capital Assets, net of depreciation decreased \$354,729 or 2.1% primarily due to current year depreciation on existing assets. More information is provided in Table 5.

### Governmental Activities

The cost of all Governmental activities in FY 2024 was \$27,494,677 as shown on Tables 2 and 2.1. Of this cost, \$3,992,269 was paid for by those who directly benefited from the programs; \$2,282,195 was subsidized by grants received from other governmental organizations for both capital and operating activities; and \$21,220,213 was financed through general City revenues.

**Table 2**  
**City of Solana Beach Changes in Net Position**

	Governmental Activities		Business Activities		Total	
	2024	2023	2024	2023	2024	2023
<b>Revenues:</b>						
Program revenues:						
Charges for services	\$ 3,992,269	\$ 4,339,427	\$ 5,737,058	\$ 5,847,517	\$ 9,729,327	\$ 10,186,944
Operating grants and contributions	2,115,123	3,172,914	-	-	2,115,123	3,172,914
Capital grants and contributions	167,072	8,465,943	-	-	167,072	8,465,943
General revenues:						
Property tax	12,352,534	11,638,632	-	-	12,352,534	11,638,632
Sales & Use Tax	9,470,357	5,845,967	-	-	9,470,357	5,845,967
Transient Tax	2,883,709	2,904,236	-	-	2,883,709	2,904,236
Franchise Tax	857,126	897,472	-	-	857,126	897,472
Motor VLF - unrestricted	2,194,459	2,053,486	-	-	2,194,459	2,053,486
Use of Money and Property	2,435,453	783,458	560,865	149,640	2,996,318	933,098
Other	1,744,556	1,019,176	134,739	288,630	1,879,295	1,307,806
<b>Total revenues</b>	<b>38,212,658</b>	<b>41,120,711</b>	<b>6,432,662</b>	<b>6,285,787</b>	<b>44,645,320</b>	<b>47,406,498</b>
<b>Expenses:</b>						
General government	5,858,330	4,490,903	-	-	5,858,330	4,490,903
Public safety	13,129,413	11,414,093	-	-	13,129,413	11,414,093
Public works	5,642,968	5,377,186	-	-	5,642,968	5,377,186
Community Development	1,518,891	1,260,610	-	-	1,518,891	1,260,610
Community Services	975,860	919,234	-	-	975,860	919,234
Interest	369,215	385,479	-	-	369,215	385,479
Sanitation	-	-	7,886,664	5,019,606	7,886,664	5,019,606
Solana Energy	-	-	1,840	19,229	1,840	19,229
<b>Total expenses</b>	<b>27,494,677</b>	<b>23,847,505</b>	<b>7,888,504</b>	<b>5,038,835</b>	<b>35,383,181</b>	<b>28,886,340</b>
<b>Increase/(decrease) in net position</b>	<b>10,717,981</b>	<b>17,273,206</b>	<b>(1,455,842)</b>	<b>1,246,952</b>	<b>9,262,139</b>	<b>18,520,158</b>
<b>Net position - July 1</b>	<b>61,930,784</b>	<b>44,657,578</b>	<b>51,043,753</b>	<b>49,796,801</b>	<b>112,974,537</b>	<b>94,454,379</b>
<b>Net position - June 30</b>	<b>\$ 72,648,765</b>	<b>\$ 61,930,784</b>	<b>\$ 49,587,911</b>	<b>\$ 51,043,753</b>	<b>\$ 122,236,676</b>	<b>\$ 112,974,537</b>

Items of significance within Table 2 are:

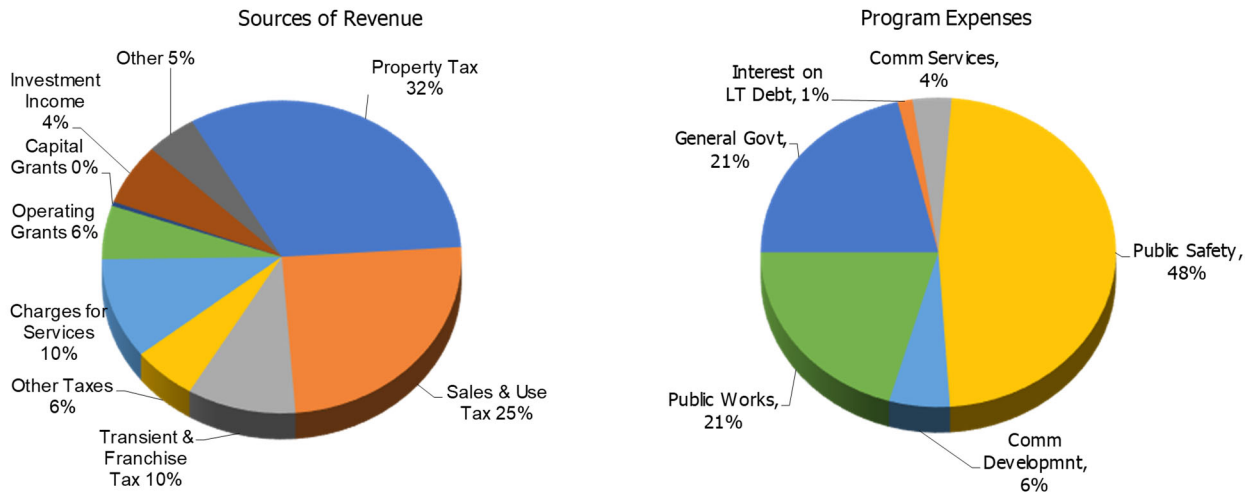
Revenues:

- Operating and Capital grants and contributions decreased by 98% or \$8,298,871 over the prior fiscal year amount mainly due to Sand Replenishment grant funds received in FY 2023.
- Sales and Use Tax increased by 62% or \$3,624,390 over the prior fiscal year due to the Measure S Tax being received for a full fiscal year.
- Use of Money and Property increased by 221% or \$2,063,220 over the prior fiscal year due to Interest Income and FMV Loss/Gain.

Expenses:

- General Government expenses increased in FY 2024 by 30.4% or \$1,367,427 from the prior fiscal year primarily due to changes in the City’s Pension and Other Pension Employee Benefits (OPEB) liabilities.
- Public Safety expenses increased by 15.0% or \$1,715,320 due to increased admin costs, OPEB liabilities, and equipment maintenance costs.
- Sanitation expenses increased by 57.1% or \$2,867,058 due to increased admin costs, increased SEJPA contributions, and equipment maintenance costs.

**Fiscal Year 2024  
Governmental Activities**  
(Graphic representation of Table 2 in percentages)

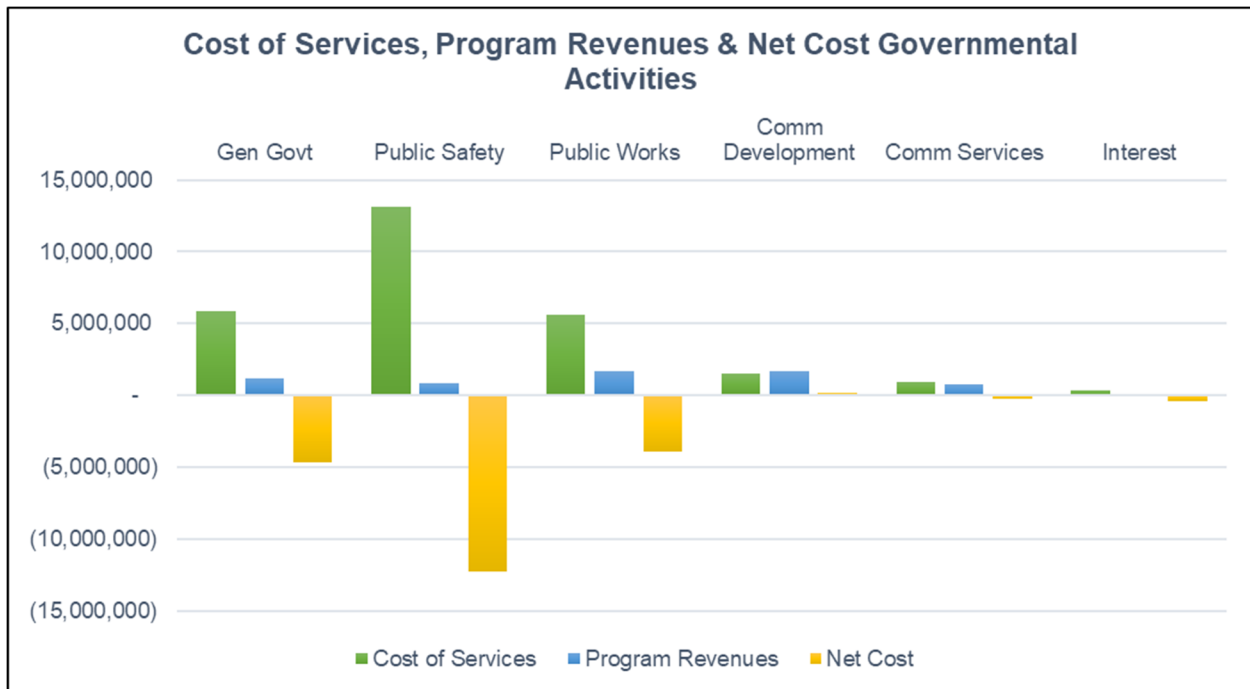


## Net Cost of Governmental Activities

The City's programs include General Government, Public Safety, Public Works, Community Development, and Community Services. Each programs' net cost (total cost less revenues generated by the activities) is presented in Table 2.1. The net cost shows the extent to which the City's general taxes support each of the City's programs.

**Table 2.1**  
**Net Cost of Governmental Activities**

	Total Cost of Services		Program Revenues		Net Cost of Services	
	2024	2023	2024	2023	2024	2023
General government	\$ 5,858,330	\$ 4,490,903	\$ 1,175,137	\$ 1,126,175	\$ (4,683,193)	\$ (3,364,728)
Public safety	13,129,413	11,414,093	856,636	881,452	(12,272,777)	(10,532,641)
Public works	5,642,968	5,377,186	1,733,794	3,191,868	(3,909,174)	(2,185,318)
Community development	1,518,891	1,260,610	1,731,566	10,064,991	212,675	8,804,381
Community services	975,860	919,234	777,331	713,798	(198,529)	(205,436)
Interest on long-term debt	369,215	385,479	-	-	(369,215)	(385,479)
<b>Totals</b>	<b>\$ 27,494,677</b>	<b>\$ 23,847,505</b>	<b>\$ 6,274,464</b>	<b>\$ 15,978,284</b>	<b>\$ (21,220,213)</b>	<b>\$ (7,869,221)</b>



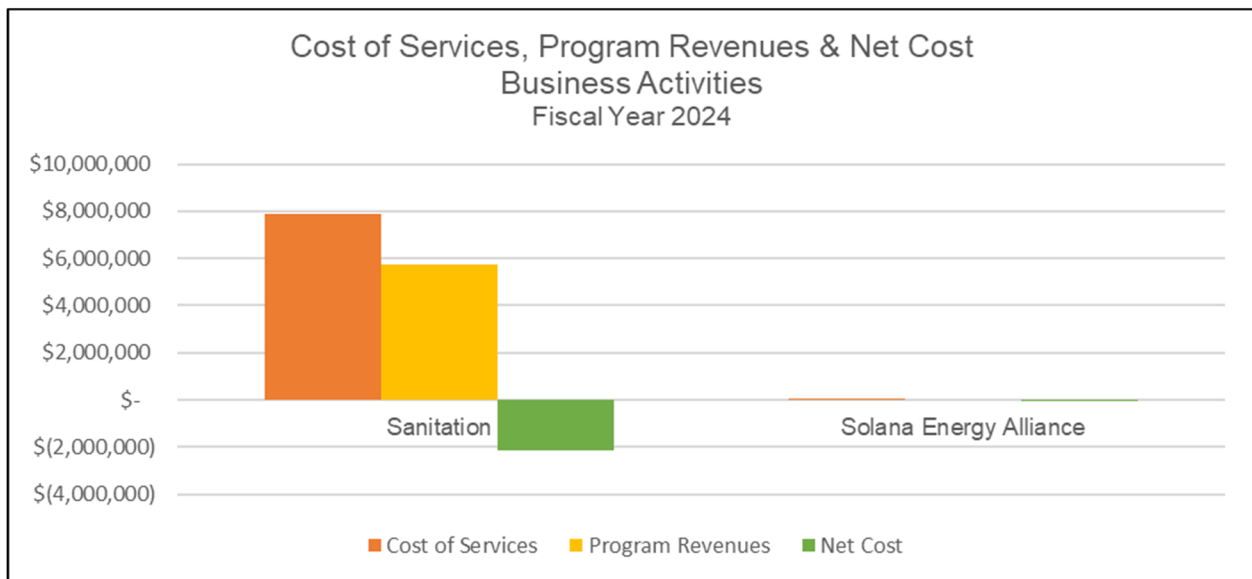
Total resources available during the year to finance governmental operations were \$100,143,442 consisting of a net position on July 1, 2024, of \$61,930,784, program revenues of \$6,274,464, and general revenues of \$31,938,194. Total governmental activities during the year were \$27,494,677, and as a result, net position increased by \$10,717,981 to \$72,648,765.

## Business Type Activities

Net position of the Proprietary Fund (Business Type activities) on June 30, 2024, as reflected in Table 1, was \$49,587,911. As shown in Table 3, amounts paid by users of the Sanitation system and other operating revenue were \$5,737,058 while the cost of providing Sanitation Services in FY 2024 was \$7,886,664 resulting in a change in net position of (\$2,149,606). The total cost of providing Solana Energy Alliance services was \$1,840 while program revenues totaled \$0 resulting in a change in net position of (\$1,840).

**Table 3**  
**Net Cost of Business Activities**

	Total Cost of Services		Program Revenue		Net Cost of Services	
	2024	2023	2024	2023	2024	2023
Sanitation	\$ 7,886,664	\$ 5,019,606	\$ 5,737,058	\$ 5,846,765	\$(2,149,606)	\$ 827,159
Solana Energy Alliance	1,840	19,229	-	752	(1,840)	(18,477)
<b>Total Business Activities</b>	<b>\$ 7,888,504</b>	<b>\$ 5,038,835</b>	<b>\$ 5,737,058</b>	<b>\$ 5,847,517</b>	<b>\$(2,151,446)</b>	<b>\$ 808,682</b>



## Governmental Funds

The net change in Governmental Fund Balances is shown below in Table 4:

**Table 4**  
**City of Solana Beach Governmental Funds**  
**Changes in Fund Balances**

	General Fund		Capital Projects Fund City CIP		Other Governmental Funds		Total	
	2024	2023	2024	2023	2024	2023	2024	2023
<b>Revenues:</b>								
Taxes, Licenses, Fees and Intergovernmental	\$ 27,622,696	\$ 23,203,369	\$ -	\$ -	\$ 4,342,179	\$ 14,116,261	\$ 31,964,875	\$ 37,319,630
Charges for Services	852,040	890,968	7,662	264,997	671,616	646,173	1,531,318	1,802,138
Other	7,266,741	4,782,932	202,352	337,228	610,124	173,771	8,079,217	5,293,931
<b>Total Revenues</b>	<b>35,741,477</b>	<b>28,877,269</b>	<b>210,014</b>	<b>602,225</b>	<b>5,623,919</b>	<b>14,936,205</b>	<b>41,575,410</b>	<b>44,415,699</b>
<b>Expenditures:</b>								
Current	25,308,430	24,214,339	20,196	1,517	2,943,979	2,347,088	28,272,605	26,562,944
Capital Outlay	1,178,321	177,735	1,553,935	1,146,827	1,480,148	9,427,849	4,212,404	10,752,411
Debt	35,196	46,300	-	-	395,479	542,944	430,675	589,244
<b>Total Expenditures</b>	<b>26,521,947</b>	<b>24,438,374</b>	<b>1,574,131</b>	<b>1,148,344</b>	<b>4,819,606</b>	<b>12,317,881</b>	<b>32,915,684</b>	<b>37,904,599</b>
<b>Net Transfers</b>	<b>(4,050,000)</b>	<b>(1,440,131)</b>	<b>4,050,000</b>	<b>2,841,916</b>	<b>-</b>	<b>(1,401,785)</b>	<b>-</b>	<b>-</b>
<b>Net Change in Fund Balances</b>	<b>\$ 5,169,530</b>	<b>\$ 2,998,764</b>	<b>\$ 2,685,883</b>	<b>\$ 2,295,797</b>	<b>\$ 804,313</b>	<b>\$ 1,216,539</b>	<b>\$ 8,659,726</b>	<b>\$ 6,511,100</b>

The General Fund - Fund Balance increased by \$5,169,530 or 22.3% to \$28,349,784 from July 1, 2023, to June 30, 2024. This was mainly due to a 62% increase (\$3.6M) in sales tax revenues and 221% increase (\$2.1M) in Use of Money and Property due to interest income.

### General Fund Budgetary Highlights

#### Revenues:

Actual revenues received were above the final year-end budget by \$2,852,588 or 5.1%. The largest variance was use of money and property with a \$1.3 million positive variance due to the interest income from our Investment Accounts.

There was a significant revenue variance in the Miscellaneous Grants Fund due to the revenue budgeted for Lomas Santa Fe grant but project hasn't been started yet.

#### Expenditures:

Actual expenditures incurred were lower than the final budget by \$2,268,267 or 7.9%. The largest variance to budget was in Public Works which came in \$421k under budget. This was mainly due to the deferred maintenance projects shifting into the next fiscal year. General Government department expenditures were below the final budget by \$947k. This was mainly the result of professional service savings in legal, information system, support services and building permit services.

Actual expenditures, in the Capital Projects City CIP fund, were \$2 million lower than budgeted due to ongoing projects that will be completed in FY 25.

Actual expenditures, in the Miscellaneous Grants Fund, were \$7 million lower than budgeted due to expenditure budgeted for Lomas Santa Fe project that hasn't begun capital construction yet.

**Ending Fund Balance:** Ending Fund Balance for the year increased by 22.3% from FY 2023, for a total ending balance of \$28,349,784. Included in the fund balance are non-spendable, restricted, committed, and assigned funds which total \$14,885,240. The unassigned portion is the part of the fund balance that is available for use without constraints established by legal requirements and totals \$13,464,544.

**CAPITAL ASSET AND DEBT ADMINISTRATION**

**Capital Assets**

The capital assets of the City are those assets that are used in the performance of City functions including infrastructure assets. Capital assets include equipment, buildings, land, park facilities, and roads.

As of June 30, 2024, net capital assets of the governmental activities totaled \$43,138,419 and the net capital assets of the business-type activities totaled \$16,740,055. Depreciation of capital assets is recognized in government-wide financial statements. (See Table 5 below and Note 4 to the financial statements.)

Over the next five years, funding for capital assets will come from current fund balances and revenues such as Gas Tax and TransNet. Significant projects are the Annual Pavement and Storm Drain projects, Lomas Santa Fe Drive Corridor Improvements, Marine Safety Center Renovations, and sewer pipeline improvements and replacement projects.

**Table 5  
City of Solana Beach Capital Assets at Year-End  
(Net of Depreciation)**

	Governmental Activities		Business Activities		Total	
	2024	2023	2024	2023	2024	2023
Land	\$ 5,337,440	\$ 5,337,440	\$ 111,706	\$ 111,706	\$ 5,449,146	\$ 5,449,146
Buildings	9,274,596	9,678,488	5,883,585	6,134,497	15,158,181	15,812,985
Equipment & Vehicles	973,964	874,744	214,920	231,452	1,188,884	1,106,196
Infrastructure	24,182,159	15,135,078	10,529,844	10,554,309	34,712,003	25,689,387
Work in Progress	3,370,260	10,782,448	-	62,820	3,370,260	10,845,268
	<u>\$ 43,138,419</u>	<u>\$ 41,808,198</u>	<u>\$ 16,740,055</u>	<u>\$ 17,094,784</u>	<u>\$ 59,878,474</u>	<u>\$ 58,902,982</u>

**Debt**

At year-end, the City had \$7,136,388 in governmental type debt and \$15,167,942 in proprietary debt (both net of any premiums or discounts) totaling \$22,304,330. In addition to Bonds and Leases, debt as displayed here in the MD&A includes Claims, Judgements and Compensated Absences. These are liabilities of the city and amount to \$1,731 per capita as of June 30, 2024, which is a decrease of \$99 from \$1,830 on June 30, 2023.

See Table 6 below and Notes 9 through 10 to the financial statements for detailed descriptions.

**Table 6**  
**City of Solana Beach Outstanding Debt at Year-End**

	Governmental Activities		Business Activities		Total	
	2024	2023	2024	2023	2024	2023
Loan Payable	\$ 230,155	\$ 291,010	\$ -	\$ -	\$ 230,155	\$ 291,010
2017 - SEJPA Loan Payable	-	-	9,902,500	10,147,500	9,902,500	10,147,500
2017 Wastewater Refunding Bond	-	-	4,895,000	5,215,000	4,895,000	5,215,000
TransNet Bond	5,500,000	5,500,000	-	-	5,500,000	5,500,000
Bond premiums	-	-	306,656	332,211	306,656	332,211
Claims and judgements	780,015	838,000	-	-	780,015	838,000
Compensated absences	626,218	670,497	63,786	71,680	690,004	742,177
	<u>\$ 7,136,388</u>	<u>\$ 7,299,507</u>	<u>\$ 15,167,942</u>	<u>\$ 15,766,391</u>	<u>\$ 22,304,330</u>	<u>\$ 23,065,898</u>

## **NEXT YEAR’S BUDGET AND ECONOMIC FACTORS**

In June 2023, the City Council adopted a two-year budget for fiscal years ending June 30, 2024, and June 30, 2025.

In considering the City Budget, the City Council and management focused on the challenge of balancing the budget amid economic climate rebound after the COVID-19 pandemic. Fiscal Years 2024 and 2025 budget projections were filled with uncertainty as the City’s revenue stream for certain revenues was unknown and the need to manage the rate of any expenditure cost increase had to be closely evaluated and monitored. The challenge given these circumstances was to prepare a budget that held costs in line while continuing to provide high quality services and to move forward implementing the City’s five-year capital improvement plan.

Overall, General Fund revenues are projected to decrease for FY 2025 by \$1.9 million or 6.0%, as compared to the FY 2024 actual revenues. The primary decrease is related to conservatively budgeting for interest income and the FY24 actuals being higher than budgeted for Measure S Sales Tax.

General Fund expenditures are projected to decrease for FY 2025 by \$1.6 million or 5.4% as compared to FY 2024 actual expenditures. This is due to one-time FY 2024 expenditures by Council to move projected surplus to CIP fund, PARS & OPEB Trust, Asset Replacement, and Facilities Replacement.

## **CONTACTING THE CITY’S FINANCIAL MANAGEMENT**

This financial report is designed to provide our citizens, taxpayers, customers, investors, and creditors with a general overview of the City’s finances and to show the City’s fiduciary responsibility for the funds it receives. If you have questions about this report or need additional financial information, contact the City’s Finance Department, at the City of Solana Beach, 635 South Highway 101, Solana Beach, California 92075 or online: <https://www.cityofsolanabeach.org>

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## **BASIC FINANCIAL STATEMENTS**

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**GOVERNMENT-WIDE FINANCIAL STATEMENTS**

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CITY OF SOLANA BEACH, CALIFORNIA

STATEMENT OF NET POSITION

JUNE 30, 2024

(WITH COMPARATIVE TOTALS FOR JUNE 30, 2023)

	Primary Government			
	Governmental Activities	Business-Type Activities	Total	
			2024	2023
<b>ASSETS</b>				
Cash and investments (Note 3)	\$ 47,413,846	\$ 12,759,631	\$ 60,173,477	\$ 53,453,025
Restricted cash and investments (Note 3)	6,764,356	-	6,764,356	5,003,450
Investment in joint venture (Note 13)	-	36,743,833	36,743,833	37,054,566
Receivables:				
Accounts, net	969,861	153,169	1,123,030	1,345,938
Interest	149,564	40,242	189,806	130,237
Intergovernmental	2,117,820	587,335	2,705,155	2,940,389
Internal balances	(506,959)	506,959	-	-
Inventories	44,707	-	44,707	47,545
Prepaid costs	41,024	-	41,024	41,589
Capital assets not being depreciated (Note 4)	8,707,700	111,706	8,819,406	16,294,414
Capital assets, net of accumulated depreciation (Note 4)	34,430,719	16,628,349	51,059,068	42,608,568
<b>Total Assets</b>	<b>100,132,638</b>	<b>67,531,224</b>	<b>167,663,862</b>	<b>158,919,721</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>				
Pension related (Note 5)	7,497,191	931,907	8,429,098	8,558,124
OPEB related (Note 6)	4,399	2,506	6,905	93,930
<b>Total Deferred Outflows of Resources</b>	<b>7,501,590</b>	<b>934,413</b>	<b>8,436,003</b>	<b>8,652,054</b>
<b>LIABILITIES</b>				
Accounts payable	2,063,020	278,581	2,341,601	2,437,022
Accrued liabilities	414,298	27,785	442,083	324,158
Accrued interest payable	-	196,098	196,098	204,236
Deposits payable	3,944,073	-	3,944,073	4,403,446
Unearned revenue	647,696	-	647,696	550,185
Noncurrent Liabilities:				
Due within one year: bonds, loans, claims, compensated absences (Note 9)	468,600	610,312	1,078,912	1,349,342
Due in more than one year:				
Net pension liability (Note 5)	18,669,986	2,320,695	20,990,681	19,434,737
Net OPEB liability (Note 6)	1,085,621	618,383	1,704,004	2,240,677
Bonds, loans, claims, compensated absences (Note 9)	6,667,788	14,557,630	21,225,418	21,716,556
<b>Total Liabilities</b>	<b>33,961,082</b>	<b>18,609,484</b>	<b>52,570,566</b>	<b>52,660,359</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
Pension related (Note 5)	707,951	87,999	795,950	1,474,160
OPEB related (Note 6)	316,430	180,243	496,673	462,719
<b>Total Deferred Inflows of Resources</b>	<b>1,024,381</b>	<b>268,242</b>	<b>1,292,623</b>	<b>1,936,879</b>
<b>NET POSITION</b>				
Net investment in capital assets (Note 11)	37,408,264	11,538,399	48,946,663	46,225,314
Restricted:				
Redevelopment activities	2,606,367	-	2,606,367	2,454,458
Public safety	1,208,303	-	1,208,303	1,122,185
Parks and recreation	-	-	-	38,306
Public works	4,973,618	-	4,973,618	4,782,223
Capital projects	11,439,272	-	11,439,272	8,537,510
Debt service	25,886	-	25,886	25,885
Pensions	6,764,356	-	6,764,356	5,003,450
Unrestricted	8,222,699	38,049,512	46,272,211	44,785,206
<b>Total Net Position</b>	<b>\$ 72,648,765</b>	<b>\$ 49,587,911</b>	<b>\$ 122,236,676</b>	<b>\$ 112,974,537</b>

See Accompanying Notes to the Basic Financial Statements.

CITY OF SOLANA BEACH, CALIFORNIA

STATEMENT OF ACTIVITIES  
 FOR THE YEAR ENDED JUNE 30, 2024  
 (WITH COMPARATIVE TOTALS FOR JUNE 30, 2023)

	Expenses	Program Revenues		
		Charges for Services	Operating Contributions and Grants	Capital Contributions and Grants
<b>Functions/Programs:</b>				
<b>Primary Government:</b>				
Governmental Activities:				
General government	\$ 5,858,330	\$ 1,175,137	\$ -	\$ -
Public safety	13,129,413	588,428	268,208	-
Community development	1,518,891	1,468,865	95,629	167,072
Community services	975,860	591,172	186,159	-
Public works	5,642,968	168,667	1,565,127	-
Interest	369,215	-	-	-
<b>Total Governmental Activities</b>	<b>27,494,677</b>	<b>3,992,269</b>	<b>2,115,123</b>	<b>167,072</b>
Business-Type Activities:				
Sanitation Fund	7,886,664	5,737,058	-	-
Solana Energy Alliance Fund	1,840	-	-	-
<b>Total Business-Type Activities</b>	<b>7,888,504</b>	<b>5,737,058</b>	<b>-</b>	<b>-</b>
<b>Total Primary Government</b>	<b>\$ 35,383,181</b>	<b>\$ 9,729,327</b>	<b>\$ 2,115,123</b>	<b>\$ 167,072</b>

General Revenues:

Taxes:

Property taxes, levied for general purpose

Sales taxes

Transient occupancy taxes

Franchise taxes

Motor Vehicle in Lieu - unrestricted

Use of money and property

Miscellaneous revenues

Total General Revenues

Change in Net Position

Net Position - Beginning

Net Position - Ending

<b>Net (Expense) Revenue and Changes in Net Position</b>			
<b>Primary Government</b>			
<b>Governmental Activities</b>	<b>Business-Type Activities</b>	<b>Total</b>	
		<b>2024</b>	<b>2023</b>
\$ (4,683,193)	\$ -	\$ (4,683,193)	\$ (3,364,728)
(12,272,777)	-	(12,272,777)	(10,532,641)
212,675	-	212,675	8,804,381
(198,529)	-	(198,529)	(205,436)
(3,909,174)	-	(3,909,174)	(2,185,318)
(369,215)	-	(369,215)	(385,479)
<u>(21,220,213)</u>	<u>-</u>	<u>(21,220,213)</u>	<u>(7,869,221)</u>
-	(2,149,606)	(2,149,606)	827,159
<u>-</u>	<u>(1,840)</u>	<u>(1,840)</u>	<u>(18,477)</u>
<u>-</u>	<u>(2,151,446)</u>	<u>(2,151,446)</u>	<u>808,682</u>
<u>(21,220,213)</u>	<u>(2,151,446)</u>	<u>(23,371,659)</u>	<u>(7,060,539)</u>
12,352,534	-	12,352,534	11,638,632
9,470,357	-	9,470,357	5,845,967
2,883,709	-	2,883,709	2,904,236
857,126	-	857,126	897,472
2,194,459	-	2,194,459	2,053,486
2,435,453	560,865	2,996,318	933,098
1,744,556	134,739	1,879,295	1,307,806
<u>31,938,194</u>	<u>695,604</u>	<u>32,633,798</u>	<u>25,580,697</u>
<u>10,717,981</u>	<u>(1,455,842)</u>	<u>9,262,139</u>	<u>18,520,158</u>
<u>61,930,784</u>	<u>51,043,753</u>	<u>112,974,537</u>	<u>94,454,379</u>
<u>\$ 72,648,765</u>	<u>\$ 49,587,911</u>	<u>\$ 122,236,676</u>	<u>\$ 112,974,537</u>

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# **FUND FINANCIAL STATEMENTS**

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**Governmental Fund Financial Statements**  
**Proprietary Fund Financial Statements**  
**Fiduciary Fund Financial Statements**



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# GOVERNMENTAL FUND FINANCIAL STATEMENTS

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CITY OF SOLANA BEACH, CALIFORNIA

**BALANCE SHEET  
GOVERNMENTAL FUNDS  
JUNE 30, 2024**

(WITH COMPARATIVE TOTALS FOR JUNE 30, 2023)

	General	Capital Projects Fund	Other Governmental	Totals	
		City CIP	Funds	2024	2023
<b>ASSETS</b>					
Cash and investments	\$ 25,119,006	\$ 9,559,813	\$ 12,735,027	\$ 47,413,846	\$ 41,028,483
Restricted cash and investments	6,764,356	-	-	6,764,356	5,003,450
Receivables:					
Accounts	860,509	-	109,352	969,861	1,224,378
Accrued interest	106,468	9,001	34,095	149,564	100,188
Intergovernmental	1,815,016	-	302,804	2,117,820	2,135,538
Due from other funds (Note 12)	399,366	-	-	399,366	600,791
Inventories	-	-	44,707	44,707	47,545
Prepaid costs	41,024	-	-	41,024	41,589
Total Assets	<u>\$ 35,105,745</u>	<u>\$ 9,568,814</u>	<u>\$ 13,225,985</u>	<u>\$ 57,900,544</u>	<u>\$ 50,181,962</u>
<b>LIABILITIES</b>					
Accounts payable	\$ 1,600,379	\$ 192,200	\$ 270,441	\$ 2,063,020	\$ 2,369,367
Accrued liabilities	354,777	-	59,521	414,298	259,192
Deposits payable	3,944,073	-	-	3,944,073	4,403,446
Due to other funds (Note 12)	-	-	50,767	50,767	68,305
Advances from other funds (Note 12)	855,558	-	-	855,558	1,266,061
Unearned revenues	1,174	-	646,522	647,696	550,185
Total Liabilities	<u>6,755,961</u>	<u>192,200</u>	<u>1,027,251</u>	<u>7,975,412</u>	<u>8,916,556</u>
<b>FUND BALANCES (Note 11)</b>					
Nonspendable	41,024	-	44,707	85,731	89,134
Restricted	6,764,356	9,376,614	12,265,348	28,406,318	21,964,017
Committed	1,292,880	-	-	1,292,880	1,292,880
Assigned	6,786,980	-	-	6,786,980	6,786,980
Unassigned (Deficit)	13,464,544	-	(111,321)	13,353,223	11,132,395
Total Fund Balances	<u>28,349,784</u>	<u>9,376,614</u>	<u>12,198,734</u>	<u>49,925,132</u>	<u>41,265,406</u>
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	<u>\$ 35,105,745</u>	<u>\$ 9,568,814</u>	<u>\$ 13,225,985</u>	<u>\$ 57,900,544</u>	<u>\$ 50,181,962</u>

See Accompanying Notes to the Basic Financial Statements.

**CITY OF SOLANA BEACH, CALIFORNIA**

**RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS  
TO THE STATEMENT OF NET POSITION  
JUNE 30, 2024**

Total Fund Balances - Governmental Funds \$ 49,925,132

Amounts reported for governmental activities in the Statement of Net Position are different because:

Capital assets of \$121,381,061, net of accumulated depreciation of \$78,242,642, used in governmental activities are not financial resources and, therefore, are not reported in the funds. 43,138,419

Differences between expected and actual experiences, assumption changes, and net differences between projected and actual earnings and contributions subsequent to the measurement date for the postretirement benefits (pension and OPEB) are recognized as deferred outflows of resources and deferred inflows of resources on the Statement of Net Position.

Deferred outflows - pension related	7,497,191	
Deferred outflows - OPEB related	4,399	
Deferred inflows - pension related	(707,951)	
Deferred inflows - OPEB related	(316,430)	
Total Deferred Outflows and Inflows Related to Postemployment Benefits		6,477,209

Long-term liabilities that are not due and payable in the current period, and therefore, are not reported in the funds.

Bonds payable	(5,500,000)	
Compensated absences	(626,218)	
Claims	(780,015)	
Loans payable	(230,155)	
Net OPEB liability	(1,085,621)	
Net pension liability	(18,669,986)	
Total Long-term Liabilities		(26,891,995)

Net Position of Governmental Activities \$ 72,648,765

CITY OF SOLANA BEACH, CALIFORNIA

**STATEMENT OF REVENUES,  
EXPENDITURES AND CHANGES IN FUND BALANCES  
GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED JUNE 30, 2024  
(WITH COMPARATIVE TOTALS FOR JUNE 30, 2023)**

	General	Capital Projects	Other	Total Governmental Funds	
		Fund	Governmental	2024	2023
		City CIP	Funds		
<b>REVENUES</b>					
Taxes and assessments	\$ 26,566,719	\$ -	\$ 2,940,512	\$ 29,507,231	\$ 24,943,501
Licenses, permits and fees	815,647	-	-	815,647	1,089,274
Intergovernmental	240,330	-	1,401,667	1,641,997	11,286,855
Charges for services	852,040	7,662	671,616	1,531,318	1,802,138
Use of money and property	1,825,425	113,932	496,098	2,435,455	783,458
Fines and forfeitures	528,722	-	-	528,722	408,220
Other revenues	4,912,594	88,420	114,026	5,115,040	4,102,253
<b>Total Revenues</b>	<b>35,741,477</b>	<b>210,014</b>	<b>5,623,919</b>	<b>41,575,410</b>	<b>44,415,699</b>
<b>EXPENDITURES</b>					
Current:					
General government	7,309,390	-	-	7,309,390	7,061,076
Public safety	12,534,729	-	1,075,351	13,610,080	12,708,776
Public works	3,072,649	20,196	1,606,057	4,698,902	4,324,397
Community development	1,522,980	-	139,698	1,662,678	1,625,027
Community services	868,682	-	122,873	991,555	843,668
Capital outlay	1,178,321	1,553,935	1,480,148	4,212,404	10,752,411
Debt service:					
Principal retirement	-	-	60,855	60,855	203,808
Interest and fiscal charges	35,196	-	334,624	369,820	385,436
<b>Total Expenditures</b>	<b>26,521,947</b>	<b>1,574,131</b>	<b>4,819,606</b>	<b>32,915,684</b>	<b>37,904,599</b>
Excess (Deficiency) of Revenue Over (Under) Expenditures	9,219,530	(1,364,117)	804,313	8,659,726	6,511,100
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers in (Note 12)	-	4,050,000	70,375	4,120,375	5,093,101
Transfers out (Note 12)	(4,050,000)	-	(70,375)	(4,120,375)	(5,093,101)
<b>Total Other Financing Sources (Uses)</b>	<b>(4,050,000)</b>	<b>4,050,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Change in Fund Balances</b>	<b>5,169,530</b>	<b>2,685,883</b>	<b>804,313</b>	<b>8,659,726</b>	<b>6,511,100</b>
Fund Balances - Beginning	23,180,254	6,690,731	11,394,421	41,265,406	34,754,306
<b>Fund Balances - Ending</b>	<b>\$ 28,349,784</b>	<b>\$ 9,376,614</b>	<b>\$ 12,198,734</b>	<b>\$ 49,925,132</b>	<b>\$ 41,265,406</b>

**CITY OF SOLANA BEACH, CALIFORNIA**

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS  
TO THE STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2024**

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Net Change in Fund Balances - Total Governmental Funds \$ 8,659,726

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of these assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlays exceeded depreciation expense in the current period. 1,330,221

Bond and other debt proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the Statement of Net Position. Repayment of bond and other debt principal is an expenditure in the governmental funds, but repayment reduces long-term liabilities in the Statement of Net Position. Also, governmental funds report the effect of premiums, discounts, and similar items when debt is first issued, whereas these amounts are deferred and amortized in the Statement of Activities.

Principal paid on long-term liabilities 60,855

Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.

Change in accrued interest on long-term debt	605
Compensated absences	44,279
Claims and judgments	57,985
Changes in pension liabilities and related deferred outflows and inflows of resources	(452,576)
Changes in OPEB liabilities and related deferred outflows and inflows of resources	1,016,886
	1,016,886

Total Expenses 667,179

Change in Net Position of Governmental Activities \$ 10,717,981

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# PROPRIETARY FUND FINANCIAL STATEMENTS

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CITY OF SOLANA BEACH, CALIFORNIA

STATEMENT OF NET POSITION

PROPRIETARY FUNDS

JUNE 30, 2024

(WITH COMPARATIVE TOTALS FOR JUNE 30, 2023)

	Sanitation Fund	Solana Energy Alliance Fund	Total Proprietary Funds	
			2024	2023
<b>ASSETS</b>				
Current Assets:				
Cash and investments (Note 3)	\$ 12,759,069	\$ 562	\$ 12,759,631	\$ 12,424,542
Receivables:				
Accounts	96,755	56,414	153,169	121,560
Interest	40,242	-	40,242	30,049
Intergovernmental	583,335	4,000	587,335	804,851
Total Current Assets	<u>13,479,401</u>	<u>60,976</u>	<u>13,540,377</u>	<u>13,381,002</u>
Noncurrent Assets:				
Advances to other funds (Note 12)	855,558	-	855,558	1,266,061
Investment in joint venture	36,743,833	-	36,743,833	37,054,566
Capital assets not being depreciated (Note 4)	111,706	-	111,706	174,526
Capital assets, net of accumulated depreciation (Note 4)	16,628,349	-	16,628,349	16,920,258
Total Noncurrent Assets	<u>54,339,446</u>	<u>-</u>	<u>54,339,446</u>	<u>55,415,411</u>
Total Assets	<u>67,818,847</u>	<u>60,976</u>	<u>67,879,823</u>	<u>68,796,413</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>				
Pension related	931,907	-	931,907	639,292
OPEB related	2,506	-	2,506	7,016
Total Deferred Outflows of Resources	<u>934,413</u>	<u>-</u>	<u>934,413</u>	<u>646,308</u>
<b>LIABILITIES</b>				
Current Liabilities:				
Accounts payable	278,581	-	278,581	67,655
Accrued liabilities	26,428	1,357	27,785	64,966
Compensated absences (Note 9)	25,312	-	25,312	36,550
Accrued interest payable	196,098	-	196,098	203,631
Due to other funds (Note 12)	-	348,599	348,599	532,486
Loans and bonds payable - current (Note 9)	585,000	-	585,000	565,000
Total Current Liabilities	<u>1,111,419</u>	<u>349,956</u>	<u>1,461,375</u>	<u>1,470,288</u>
Noncurrent Liabilities:				
Compensated absences (Note 9)	38,474	-	38,474	35,130
Loans and bonds payable (Note 9)	14,519,156	-	14,519,156	15,129,711
Net pension liability	2,320,695	-	2,320,695	1,451,775
Net OPEB liability	618,383	-	618,383	167,379
Total Noncurrent Liabilities	<u>17,496,708</u>	<u>-</u>	<u>17,496,708</u>	<u>16,783,995</u>
Total Liabilities	<u>18,608,127</u>	<u>349,956</u>	<u>18,958,083</u>	<u>18,254,283</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
Pension related	87,999	-	87,999	110,120
OPEB related	180,243	-	180,243	34,565
Total Deferred Inflows of Resources	<u>268,242</u>	<u>-</u>	<u>268,242</u>	<u>144,685</u>
<b>NET POSITION</b>				
Net investment in capital assets (Note 11)	11,538,399	-	11,538,399	11,547,573
Unrestricted (Deficit)	38,338,492	(288,980)	38,049,512	39,496,180
Total Net Position (Deficit)	<u>\$ 49,876,891</u>	<u>\$ (288,980)</u>	<u>\$ 49,587,911</u>	<u>\$ 51,043,753</u>

See Accompanying Notes to the Basic Financial Statements.

CITY OF SOLANA BEACH, CALIFORNIA

**STATEMENT OF REVENUES, EXPENSES  
AND CHANGES IN FUND NET POSITION  
PROPRIETARY FUNDS  
FOR THE YEAR ENDED JUNE 30, 2024  
(WITH COMPARATIVE TOTALS FOR JUNE 30, 2023)**

	Sanitation Fund	Solana Energy Alliance Fund	Total Proprietary Funds	
			2024	2023
<b>OPERATING REVENUES</b>				
Charges for services	\$ 5,737,058	\$ -	\$ 5,737,058	\$ 5,847,517
Miscellaneous revenue	74,033	60,706	134,739	288,630
Total Operating Revenues	<u>5,811,091</u>	<u>60,706</u>	<u>5,871,797</u>	<u>6,136,147</u>
<b>OPERATING EXPENSES</b>				
Cost of sales and services	3,581,018	360	3,581,378	2,199,514
Administration	2,308,510	1,480	2,309,990	1,095,858
Depreciation	560,246	-	560,246	554,480
Total Operating Expenses	<u>6,449,774</u>	<u>1,840</u>	<u>6,451,614</u>	<u>3,849,852</u>
Operating Income (Loss)	<u>(638,683)</u>	<u>58,866</u>	<u>(579,817)</u>	<u>2,286,295</u>
<b>NONOPERATING REVENUES (EXPENSES)</b>				
Interest income	549,422	11,443	560,865	149,640
Interest expense	(577,500)	-	(577,500)	(598,127)
Share in joint venture net gain/(loss)	(859,390)	-	(859,390)	(590,856)
Total Nonoperating Revenues (Expenses)	<u>(887,468)</u>	<u>11,443</u>	<u>(876,025)</u>	<u>(1,039,343)</u>
Change in Net Position	(1,526,151)	70,309	(1,455,842)	1,246,952
Net Position - Beginning (Deficit)	<u>51,403,042</u>	<u>(359,289)</u>	<u>51,043,753</u>	<u>49,796,801</u>
Net Position - Ending (Deficit)	<u>\$ 49,876,891</u>	<u>\$ (288,980)</u>	<u>\$ 49,587,911</u>	<u>\$ 51,043,753</u>

See Accompanying Notes to the Basic Financial Statements.

CITY OF SOLANA BEACH, CALIFORNIA

**STATEMENT OF CASH FLOWS  
PROPRIETARY FUNDS  
FOR THE YEAR ENDED JUNE 30, 2024  
(WITH COMPARATIVE TOTALS FOR JUNE 30, 2023)**

	Sanitation Fund	Solana Energy Alliance Fund	Total Proprietary Funds	
			2024	2023
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
Receipts from customers	\$ 5,839,766	\$ 217,938	\$ 6,057,704	\$ 6,551,782
Payments to suppliers and service providers	(3,364,182)	(43,452)	(3,407,634)	(2,241,752)
Payments to employees for salaries and benefits	(1,161,028)	(1,480)	(1,162,508)	(876,367)
Net Cash Provided by (Used for) Operating Activities	<u>1,314,556</u>	<u>173,006</u>	<u>1,487,562</u>	<u>3,433,663</u>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>				
Repayment received from capital-related interfund borrowings	410,503	-	410,503	399,399
Advances made for capital-related interfund borrowings	-	(183,887)	(183,887)	(158,456)
Acquisition and construction of capital assets	(205,516)	-	(205,516)	(115,310)
Principal paid on capital debt	(565,000)	-	(565,000)	(542,500)
Interest paid on capital debt	(610,588)	-	(610,588)	(630,124)
Net Cash Provided by (Used for) Capital and Related Financing Activities	<u>(970,601)</u>	<u>(183,887)</u>	<u>(1,154,488)</u>	<u>(1,046,991)</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
Interest on investments	539,229	11,443	550,672	121,383
Investment in joint venture	(548,657)	-	(548,657)	(1,184,744)
Net Cash Provided by (Used for) Investing Activities	<u>(9,428)</u>	<u>11,443</u>	<u>2,015</u>	<u>(1,063,361)</u>
Net Increase (Decrease) in Cash and Cash Equivalents	334,527	562	335,089	1,323,311
Cash and Cash Equivalents - Beginning	<u>12,424,542</u>	<u>-</u>	<u>12,424,542</u>	<u>11,101,231</u>
Cash and Cash Equivalents - Ending	<u>\$ 12,759,069</u>	<u>\$ 562</u>	<u>\$ 12,759,631</u>	<u>\$ 12,424,542</u>
<b>Reconciliation of Operating Income (Loss) to Net Cash Provided by (Used for) Operating Activities:</b>				
Operating income (loss)	<u>\$ (638,683)</u>	<u>\$ 58,866</u>	<u>(579,817)</u>	<u>\$ 2,286,295</u>
Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided by (Used for) Operating Activities:				
Depreciation expense	560,246	-	560,246	554,480
(Increase) decrease in accounts receivable	(31,966)	357	(31,609)	275,133
(Increase) decrease in intergovernmental receivables	60,641	156,875	217,516	140,502
(Increase) decrease in pension related deferred outflows of resources	(292,615)	-	(292,615)	(449,427)
(Increase) decrease in OPEB related deferred outflows of resources	4,510	-	4,510	3,738
Increase (decrease) in accounts payable	211,105	(180)	210,925	(44,443)
Increase (decrease) in accrued liabilities	5,731	(42,912)	(37,181)	2,205
Increase (decrease) in compensated absences	(7,894)	-	(7,894)	19,231
Increase (decrease) in net pension liability	868,920	-	868,920	983,494
Increase (decrease) in net OPEB liability	451,004	-	451,004	(13,110)
Increase (decrease) in pension related deferred inflows of resources	(22,121)	-	(22,121)	(302,953)
Increase (decrease) in OPEB related deferred inflows of resources	145,678	-	145,678	(21,482)
Total Adjustments	<u>1,953,239</u>	<u>114,140</u>	<u>2,067,379</u>	<u>1,147,368</u>
Net Cash Provided by (Used for) Operating Activities	<u>\$ 1,314,556</u>	<u>\$ 173,006</u>	<u>\$ 1,487,562</u>	<u>\$ 3,433,663</u>
<b>Schedule of Non-Cash Investing, Capital, and Financing Activities:</b>				
Amortization of bonds premium/discount	\$ 25,555	\$ -	\$ 25,555	\$ 25,555

See Accompanying Notes to the Basic Financial Statements.

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# FIDUCIARY FUND FINANCIAL STATEMENTS

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CITY OF SOLANA BEACH, CALIFORNIA

STATEMENT OF FIDUCIARY NET POSITION  
 FIDUCIARY FUNDS  
 JUNE 30, 2024

	Pension (and Other Employee Benefit) Trust Fund	Private-Purpose Trust Fund	
	OPEB Trust Fund	Successor Agency of the Former RDA	Custodial Funds
<b>ASSETS</b>			
Cash and cash equivalents (Note 3)	\$ -	\$ 79,348	\$ 324,642
Investments (Note 3):			
Exchange traded funds	1,961,374	-	418
Local Agency Investment Fund	-	-	58,452
Asset-backed securities	-	-	14,713
Federal agency securities	-	-	43,965
Medium term corporate notes	-	-	38,809
Supranational securities	-	-	3,766
US Treasury securities	-	-	92,074
Receivables:			
Due from other governments	-	-	810
Total Assets	<u>1,961,374</u>	<u>79,348</u>	<u>577,649</u>
<b>LIABILITIES</b>			
Accounts payable	-	-	1,664
Accrued liabilities	-	992	-
Accrued interest	-	5,327	-
Long-term liabilities:			
Due in one year (Note 15)	-	138,200	-
Due in more than one year (Note 15)	-	1,764,200	-
Total Liabilities	<u>-</u>	<u>1,908,719</u>	<u>1,664</u>
<b>NET POSITION</b>			
Restricted for:			
Postemployment benefits other than pensions	1,961,374	-	-
Individuals, organizations, and other governments	-	(1,829,371)	575,985
Total Net Position	<u>\$ 1,961,374</u>	<u>\$ (1,829,371)</u>	<u>\$ 575,985</u>

See Accompanying Notes to the Basic Financial Statements.

CITY OF SOLANA BEACH, CALIFORNIA

STATEMENT OF CHANGES IN FIDUCIARY NET POSITION  
 FIDUCIARY FUNDS  
 FOR THE YEAR ENDED JUNE 30, 2024

	Pension (and Other Employee Benefit) Trust Fund	Private-Purpose Trust Fund	
	OPEB Trust Fund	Successor Agency of the Former RDA	Custodial Funds
<b>ADDITIONS</b>			
Employers contributions	\$ 342,342	\$ -	\$ -
Investment earnings	186,194	690	11,949
Property taxes	-	267,466	-
Special assessment collections	-	-	220,046
Other revenues	-	-	33,703
Total Additions	<u>528,536</u>	<u>268,156</u>	<u>265,698</u>
<b>DEDUCTIONS</b>			
Administrative expenses	-	53,613	-
Contractual services	9,937	-	8,833
Principal expense	-	-	100,000
Interest expense	-	66,568	97,492
Total Deductions	<u>9,937</u>	<u>120,181</u>	<u>206,325</u>
Net Increase (Decrease) in Fiduciary Net Position	518,599	147,975	59,373
Net Position (Deficit) - Beginning	<u>1,442,775</u>	<u>(1,977,346)</u>	<u>516,612</u>
Net Position (Deficit) - Ending	<u>\$ 1,961,374</u>	<u>\$ (1,829,371)</u>	<u>\$ 575,985</u>

See Accompanying Notes to the Basic Financial Statements.

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**NOTES TO THE BASIC  
FINANCIAL STATEMENTS**

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NOTES TO THE BASIC FINANCIAL STATEMENTS  
JUNE 30, 2024

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**Note 1: Summary of Significant Accounting Policies**

The basic financial statements of the City of Solana Beach, California (the "City") have been prepared in conformity with accounting principles generally accepted in the United States of America ("U.S. GAAP") as applied to governmental agencies. The Governmental Accounting Standards Board ("GASB") is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The more significant of the City's accounting policies are described below.

**a. Financial Reporting Entity**

The City was formed July 1, 1986 after an election held June 3, 1986 in the proposed incorporated area. The City's incorporation involved a reorganization consisting primarily of the incorporation of the City of Solana Beach; the detachment of territory from the Cardiff Sanitation District and annexation of the same territory to the Solana Beach Sanitation District; the establishment of the Solana Fire Protection District and Solana Beach Sanitation District as subsidiary districts of the City; and the establishment of five improvement districts of the City, which coincided with five previously existing county service areas (CSAs). The City merged the Fire District ("District") into the City by dissolving the District and creating a separate Fire Department within the City's General Fund effective January 1, 1988. Effective July 1, 1990, the Solana Beach Sanitation District was dissolved and is now a department of the City.

The Solana Beach Public Facilities Corporation (Corporation) was incorporated on July 25, 1990 as a nonprofit public benefit corporation duly organized and existing under the Nonprofit Public Benefit Corporation Law. Its purpose is to benefit the City by providing financing for the planning, development, acquisition, construction, improvement, extension, repair, and renovation of public works projects, public facilities, furnishings, and equipment for use by the City. The Corporation does not issue separate financial statements. The City's basic financial statements have the Corporation included using the blended method since the governing bodies of the component unit is substantially the same as the governing body of the City. The Corporation provides services entirely to the City.

**b. Basis of Accounting and Measurement Focus**

The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled.

**Government-Wide Financial Statements**

The City's Government-Wide Financial Statements include a Statement of Net Position and a Statement of Activities and Changes in Net Position. These statements present summaries of Governmental and Business-Type Activities for the City, the primary government, accompanied by a total column. Fiduciary activities of the City are not included in these statements.

NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)  
JUNE 30, 2024

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**Note 1: Summary of Significant Accounting Policies (Continued)**

The Government-Wide Financial Statements are presented on an “*economic resources*” measurement focus and the accrual basis of accounting. Accordingly, all of the City’s assets and liabilities, including capital assets and related infrastructure assets and long-term liabilities, are included in the accompanying Statement of Net Position. The Statement of Activities presents changes in Net Position. Under the accrual basis of accounting, revenues are recognized in the period in which they are earned while expenses are recognized in the period in which the liability is incurred.

Certain types of transactions are reported as program revenues for the City in three categories:

- Charges for services
- Operating grants and contributions
- Capital grants and contributions

Certain eliminations have been made as prescribed by GASB Statement No. 34 in regard to interfund activities, payables, and receivables. All internal balances in the Statement of Net Position have been eliminated except those representing balances between the governmental activities and the business-type activities, which are presented as internal balances and eliminated in the total primary government column. In the Statement of Activities, internal service fund transactions have been eliminated; however, those transactions between governmental and business-type activities have not been eliminated. The following interfund activities have been eliminated:

- Due to, Due from other funds
- Advances to, Advances from other funds
- Transfers in, Transfers out

**Governmental Fund Financial Statements**

Governmental fund financial statements include a Balance Sheet and a Statement of Revenues, Expenditures and Changes in Fund Balances for all major governmental funds and non-major funds aggregated. An accompanying schedule is presented to reconcile and explain the differences in net position as presented in these statements to the net position presented in the government-wide financial statements.

All governmental funds are accounted for on a spending or “*current financial resources*” measurement focus and the modified accrual basis of accounting. Accordingly, only current assets and current liabilities are included on the Balance Sheet. The Statement of Revenues, Expenditures and Changes in Fund Balances present increases (revenue and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Under the modified accrual basis of accounting, revenues are recognized in the accounting period in which they become both measurable and available to finance expenditures of the current period.

NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)  
JUNE 30, 2024

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**Note 1: Summary of Significant Accounting Policies (Continued)**

Revenues are recorded when received in cash, except those revenues subject to accrual (90 days after year-end, with the exception of property taxes, which is 60 days) are recognized when due. The primary revenue sources, which have been treated as susceptible to accrual by the City, are property taxes, sales taxes, franchise taxes, gas taxes, transient occupancy taxes, intergovernmental revenues, and other taxes. Expenditures are recorded in the accounting period in which the related fund liability is incurred.

Unavailable revenues arise when potential revenues do not meet both the “measurable” and “available” criteria for recognition in the current period. Unearned revenues also arise when the government receives resources before it has a legal claim to them, as when grant monies are received prior to incurring qualifying expenditures. In subsequent periods when both revenue recognition criteria are met or when the government has a legal claim to the resources, the unavailable revenue is removed from the balance sheet and revenue is recognized.

The Reconciliation of the Fund Financial Statements to the Government-Wide Financial Statements is provided to explain the differences.

The City reports the following major governmental funds:

*General Fund* - accounts for all revenues and expenditures used to finance the traditional services associated with a municipal government which are not accounted for in the other funds. In Solana Beach, these services include general government, public safety, public works, community development, and community services.

*City CIP Capital Projects Fund* - accounts for the acquisition, construction and improvement of capital facilities and infrastructure. Projects are funded by transfers from the General Fund.

**Proprietary Fund Financial Statements**

Proprietary fund financial statements include a Statement of Net Position, a Statement of Revenues, Expenses and Change in Net Position, and a Statement of Cash Flows for all proprietary funds.

Proprietary funds are accounted for using the “*economic resources*” measurement focus and the accrual basis of accounting. Accordingly, all assets and liabilities (whether current or noncurrent) are included on the Statement of Net Position. The Statement of Revenues, Expenses and Changes in Net Position presents increases (revenues) and decreases (expenses) in total net position. Under the accrual basis of accounting, revenues are recognized in the period in which they are earned while expenses are recognized in the period in which the liability is incurred.

NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)  
JUNE 30, 2024

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**Note 1: Summary of Significant Accounting Policies (Continued)**

Operating revenues, such as charges for services, in the proprietary funds are those revenues that are generated from exchange transactions as the primary operations of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. All other revenues, such as subsidies, taxes, and investment earnings, which result from non-exchange transactions or ancillary activities are reported as non-operating revenues. Operating expenses are those expenses that are essential to the primary operations of the fund. All other expenses are reported as non-operating expenses.

The City reports the following major proprietary funds:

*Sanitation Fund* - is used to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that costs of providing sewage and wastewater treatment services to the general public on a continuing basis be financed or recovered primarily through user charges.

*Solana Energy Alliance Fund* - is used to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that costs of providing clean energy services to the general public on a continuing basis be financed or recovered primarily through user charges.

**Fiduciary Fund Financial Statements**

Fiduciary fund financial statements include a Statement of Fiduciary Net Position and a Statement of Changes in Fiduciary Net Position. The City's fiduciary funds include custodial funds, one pension (and other employee benefits) trust fund, and one private-purpose trust fund.

Custodial funds are used to account for collections received from special assessment districts and their disbursement to bondholders. Spending of custodial fund resources is controlled primarily through legal agreements and applicable State and Federal laws.

The Pension (and Other Employee Benefit) Trust Fund is used to report resources held in trust for retirees and beneficiaries covered by the City.

The Private-Purpose Trust Fund is used to account for the assets and liabilities of the former redevelopment agency and the allocated revenue to pay estimated installment payments of enforceable obligations until the obligations of the former redevelopment agency are paid in full and assets have been liquidated.

The Fiduciary Funds are accounted for using the "economic resources" measurement focus and the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized in the period in which they are earned while expenses are recognized in the period in which the liability is incurred.

**c. Cash, Cash Equivalents, and Investments**

The City pools its available cash for investment purposes. The City considers pooled cash and investment amounts, with original maturities of three months or less, to be cash equivalents.

**Note 1: Summary of Significant Accounting Policies (Continued)**

**c. Cash, Cash Equivalents, and Investments (Continued)**

The cash flow statements require presentation of “cash and cash equivalents”. For the purpose of the statement of cash flows, the City considers all proprietary fund pooled cash and investments as “cash and cash equivalents”, as such funds are available to the various funds as needed.

Highly liquid market investments with maturities of one year or less at time of purchase are stated at amortized cost. All other investments are stated at fair value. Market value is used as fair value for those securities for which market quotations are readily available.

The City participates in an investment pool managed by the State of California titled *Local Agency Investment Fund* (LAIF) which has invested a portion of the pool funds in structured notes and asset-backed securities. LAIF’s investments are subject to credit risk with the full faith and credit of the State of California collateralizing these investments. In addition, these structured notes and asset-backed securities are subject to market risk and to changes in interest rates.

**d. Restricted Cash and Investments**

Certain restricted cash and investments are held by fiscal agents for the redemption of bonded debt, pensions, OPEB, and for the acquisition and construction of capital projects.

**e. Fair Value Measurement**

Certain assets and liabilities are required to be reported at fair value. The fair value framework provides a hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements). The three levels of fair value hierarchy are described as follows:

Level 1 - Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets.

Level 2 - Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly and fair value is determined through the use of models or other valuation methodologies including:

- Quoted prices for similar assets or liabilities in active markets;
- Quoted prices for identical or similar assets or liabilities in markets that are inactive;
- Inputs other than quoted prices that are observable for the asset or liability;
- Inputs that are derived principally from or corroborated by observable market data by correlation or other means.

Level 3 - Inputs to the valuation methodology are unobservable and significant to the fair value measurement. These unobservable inputs reflect the City’s own assumptions about the inputs market participants would use in pricing the asset or liability (including assumptions about risk). These unobservable inputs are developed based on the best information available in the circumstances and may include the City’s own data.

NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)  
JUNE 30, 2024

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**Note 1: Summary of Significant Accounting Policies (Continued)**

**f. Capital Assets**

Capital assets are valued at historical cost or estimated historical cost if actual historical cost was not available. Donated capital assets, donated works of art and similar items, and capital assets received in a service concession arrangement are reported at acquisition value at the time of acquisition by the City. City policy has set the capitalization threshold for reporting infrastructure and all other capital assets at \$5,000. Depreciation is recorded on a straight-line basis over estimated useful lives of the assets as follows:

Buildings and improvements	20-50 years
Equipment	3-25 years
Vehicles	5-10 years
Infrastructure - sewer lines	40-50 years
Infrastructure - other	20-60 years

The City defines infrastructure as the basic physical assets that allow the City to function. The assets include roads and streets, curbs, gutters and sidewalks, streetlights, signs and signals, park equipment, and storm drains. The appropriate operating department maintains information regarding the infrastructure assets.

For all infrastructure systems, the City elected to use the Basic Approach as defined by GASB Statement No. 34 for infrastructure reporting. The City commissioned an appraisal of City owned infrastructure and property that determined the original cost, which is defined as the actual cost to acquire new property in accordance with market prices at the time of first construction/acquisition.

Original costs were developed in one of three ways: (1) historical records; (2) standard unit costs appropriate for the construction/acquisition date; or (3) present cost indexed by a reciprocal factor of the price increase from the construction/acquisition date to the current date. The accumulated depreciation, defined as the total depreciation from the date of construction/acquisition to the current date on a straight line, unrecovered cost method was computed using industry accepted life expectancies for each infrastructure subsystem. The book value was then computed by deducting the accumulated depreciation from the original cost.

**Note 1: Summary of Significant Accounting Policies (Continued)**

**g. Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of financial position and governmental fund balance sheet will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net assets that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/ expenditure) until then. The City has two items that qualify for reporting in this category. These are the deferred outflows relating to the net pension and other post-employment benefit (OPEB) obligations reported in the government-wide statement of net position and proprietary statement of net position.

In addition to liabilities, the statement of financial position or governmental fund balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net asset that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The City reports one item, which arises only under the modified accrual basis of accounting that qualifies for reporting in this category. The City reports two other items that qualify for reporting in this category which are the deferred inflows related to the pensions and other post-employment benefits reported in the government-wide statement of net position and proprietary statement of net position.

**h. Long-Term Liabilities**

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type Statement of Net Position. Bond premiums and discounts are amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

**i. Compensated Absences**

Government-Wide Financial Statements

For governmental activities, compensated absences are recorded as incurred and the related expenses and liabilities are reported.



**NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**JUNE 30, 2024**

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**Note 1: Summary of Significant Accounting Policies (Continued)**

Fund Financial Statements

In governmental funds, compensated absences are recorded as expenditures in the years paid, as it is the City's policy to liquidate any unpaid vacation or sick leave at June 30 from future resources, rather than currently available financial resources. Accordingly, the entire unpaid liability for the governmental funds is recorded in the government-wide financial statements, as these amounts will be liquidated from future resources. In the proprietary fund, compensated absences are expensed in the period they are earned, and the unpaid liability is recorded as a long-term liability of the fund.

**j. Pensions**

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the City's California Public Employees' Retirement System (CalPERS) plans (Plans) and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Generally accepted accounting principles require that the reported results must pertain to liability and asset information within certain defined timeframes. For this report, the following timeframes are used:

Valuation Date	June 30, 2022
Measurement Date	June 30, 2023
Measurement Period	July 1, 2022 to June 30, 2023

**k. Other Post-Employment Benefits (OPEB)**

For purposes of measuring the net OPEB liability, deferred outflows and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the City's plan (OPEB Plan), the assets of which are held by Public Agency Retirement Services (PARS), and additions to/deductions from the OPEB Plan's fiduciary net position have been determined by an independent actuary.

For this purpose, benefit payments are recognized when currently due and payable in accordance with the benefit terms. Investments are reported at fair value.

NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)  
 JUNE 30, 2024

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**Note 1: Summary of Significant Accounting Policies (Continued)**

**k. Other Post-Employment Benefits (OPEB) (Continued)**

Generally accepted accounting principles require that the reported results must pertain to liability and asset information within certain defined timeframes. For this report, the following timeframes are used:

Valuation Date	June 30, 2023
Measurement Date	June 30, 2024
Measurement Period	July 1, 2023 to June 30, 2024

Gains and losses related to changes in total OPEB liability and fiduciary net position are recognized in OPEB expense systematically over time. Amounts are first recognized in OPEB expense for the year the gain or loss occurs. The remaining amounts are categorized as deferred outflows and deferred inflows of resources related to OPEB and are to be recognized in future OPEB expense. The recognition period differs depending on the source of the gain or loss with the net difference between projected and actual earnings on OPEB plan investments being recognized over five years and all other amounts being recognized over the expected average remaining service lifetime (EARS�) of 7.9 years at June 30, 2023.

**l. Net Position**

In the Government-Wide and Proprietary Fund Financial Statements, net position is classified in the following categories:

Net Investment in Capital Assets – This amount consists of capital assets, net of accumulated depreciation and reduced by outstanding debt that was issued for the acquisition, construction, or improvement of the assets.

Restricted Net Position – This amount is restricted by external creditors, grantors, contributors, or laws or regulations of other governments.

Unrestricted Net Position – This amount is all net position that do not meet the definition of “net investment in capital assets” or “restricted net position.”

When an expense is incurred for purposes for which both restricted and unrestricted net position are available, the City’s policy is to apply restricted net position first.

**m. Net Position Flow Assumption**

Sometimes the government will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the government’s policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)  
JUNE 30, 2024

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**Note 1: Summary of Significant Accounting Policies (Continued)**

**n. Fund Balances**

In the Governmental Fund Financial Statements, fund balances are classified in the following categories:

*Nonspendable* – Items that cannot be spent because they are not in spendable form, such as prepaid items and inventories, items that are legally or contractually required to be maintained intact, such as principal of an endowment or revolving loan funds.

*Restricted* – Restricted fund balances encompass the portion of net fund resources subject to externally enforceable legal restrictions. This includes externally imposed restrictions by creditors, such as through debt covenants, grantors, contributors, laws, or regulations of other governments, as well as restrictions imposed by law through constitutional provisions or enabling legislation.

*Committed* – Committed fund balances encompass the portion of net fund resources, the use of which is constrained by limitations that the government imposes upon itself at its highest level of decision making, normally the governing body, and that remain binding unless removed in the same manner. The City Council is considered the highest authority for the City. The formal action required to establish, modify, or rescind a fund balance commitment is through a resolution.

*Assigned* – Assigned fund balances encompass the portion of net fund resources reflecting the government's intended use of resources. Assignment of resources can be done by the highest level of decision making or by a committee or official designated for that purpose. The City Council has authorized through a resolution the City Manager and the Director of Finance for that purpose.

*Unassigned* – This is the residual classification that includes all spendable amounts not contained in the other classifications. The General Fund is the only fund that reports a positive unassigned fund balance. In other governmental funds, it is not appropriate to report a positive unassigned fund balance amount. However, in governmental funds other than the General Fund, if expenditures incurred for specific purposes exceed amounts that are restricted, committed, or assigned to those purposes, it may be necessary to report a negative unassigned fund balance in that fund.

When expenditures are incurred for purposes for which both restricted and unrestricted fund balances are available, the City's policy is to apply restricted fund balances first, then unrestricted fund balances as they are needed.

**o. Fund Balance Flow Assumptions**

Sometimes the government will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the government's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)  
JUNE 30, 2024

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**Note 1: Summary of Significant Accounting Policies (Continued)**

**o. Fund Balance Flow Assumptions (Continued)**

When expenditures are incurred for purposes where only unrestricted fund balances are available, the City uses the unrestricted resources in the following order: committed, assigned, and unassigned.

**p. Property Taxes**

Property taxes are levied on July 1 and are payable in two installments: November 1 and February 1 of each year. Property taxes become delinquent on December 10 and April 10, for the first and second installments, respectively. The lien date is January 1. The County of San Diego, California (County) bills and collects the property taxes and remits them to the City in installments during the year. City property tax revenues are recognized when received in cash except at year end when they are accrued pursuant to the modified accrual basis of accounting. The City recognizes as revenues at June 30 available taxes or those collected within 90 days. The County is permitted by State law to levy taxes at 1% of full market value (at time of purchase) and can increase the assessed values no more than 2% per year. The City receives a share of this basic levy.

**q. Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**r. Comparative Data**

Selected information regarding the prior year has been included in the accompanying financial statements. This information has been included for comparison purposes only and does not represent a complete presentation in accordance with generally accepted accounting principles. Accordingly, such information should be read in conjunction with the government's prior year financial statements, from which this selected financial data was derived.

CITY OF SOLANA BEACH, CALIFORNIA

NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)  
 JUNE 30, 2024

**Note 2: Stewardship, Compliance, and Accountability**

**a. Excess of Expenditures over Appropriations**

On June 30, 2024, no funds reported expenditures exceeding appropriations.

**b. Deficit Fund Equity**

At June 30, 2024, the following nonmajor funds reported a deficit fund balance:

Nonmajor Fund Name	Classification	Deficit
CDBG	Special Revenue Fund	\$ 16,737
Camp Programs Fund	Special Revenue Fund	49,877

The deficit for the CDBG fund is due to the timing of reimbursements and revenues for its activities, and the Camp Program fund deficit was planned based on adopted budgets and both deficits are expected to be eliminated through future revenues and cost allocations.

**c. Budgetary Compliance**

The Assessment Districts CIP capital projects fund and Boating and Waterways fund did not adopt a budget for the fiscal year ended June 30, 2024.

**Note 3: Cash and Investments**

The following is a summary of pooled cash and investments and restricted cash and investments at June 30, 2024:

	Government-Wide Statement of Net Position		Fiduciary Funds Statement of Net Position	Total
	Governmental Activities	Business-Type Activities		
Cash and investments	\$ 47,413,846	\$ 12,759,631	\$ 403,990	\$ 60,577,467
Restricted cash and investments	6,764,356	-	2,213,571	8,977,927
<b>Total</b>	<b>\$ 54,178,202</b>	<b>\$ 12,759,631</b>	<b>\$ 2,617,561</b>	<b>\$ 69,555,394</b>

CITY OF SOLANA BEACH, CALIFORNIA

NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)  
 JUNE 30, 2024

**Note 3: Cash and Investments (Continued)**

Cash and investments consisted of the following at June 30, 2024:

Cash and cash equivalents:	
Cash on hand	\$ 19,462
Demand deposits	<u>12,059,471</u>
Total cash and cash equivalents	<u>12,078,933</u>
Investments:	
Local Agency Investment Fund	16,757,598
United States Treasury	13,966,782
Federal Home Loan Bank	4,018,989
Federal Farm Credit Bank	3,875,100
Federal National Mortgage Association	474,050
Medium Term Notes	5,993,691
Money Market Funds	26,041
Supranationals	1,224,664
Asset Backed Securities	<u>2,413,827</u>
Total investments	<u>48,750,742</u>
Restricted investments (Section 115 Trust):	
Equity Mutual Fund	8,479,569
Fixed Income Mutual Fund	<u>246,150</u>
Total restricted investments	<u>8,725,719</u>
Total cash and investments	<u>\$ 69,555,394</u>

**a. Cash Deposits**

The carrying amounts of the City's cash deposits were \$12,059,471 at June 30, 2024. Bank balances were \$14,113,092 at that date. The total amount of which was collateralized or insured with securities held by the pledging financial institutions in the City's name is discussed below. The \$2,053,621 difference represents outstanding checks and other reconciling items.

The California Government Code and the City's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits or investments, other than the following provision for deposits: The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit).

The fair value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure City deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits. As of June 30, 2024, none of the City's deposits with financial institutions in excess of federal depository insurance limits were held in uncollateralized accounts.

NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)  
 JUNE 30, 2024

Note 3: Cash and Investments (Continued)

b. Investments

**Investments Authorized by the California Government Code and the City's Investment Policy**

The following table identifies the investment types that are authorized for the City by the California Government Code and the City's investment policy. The table also identifies certain provisions of the California Government Code (or the City's investment policy, if more restrictive) that address interest rate risk and concentration of credit risk. The City has no investments held by bond trustee.

Investment Types Authorized by State Law	Authorized by Investment Policy	Maximum Maturity	*Maximum Percentage of Portfolio	*Maximum Investment in One Issuer
Local agency bonds	Yes	5 years	30%	5%
U.S. Treasury bills	Yes	5 years	None	None
U.S. Treasury notes	Yes	5 years	None	None
State obligations - CA and others	Yes	5 years	30%	5%
California local agency obligations	Yes	5 years	30%	5%
U.S. agency securities	Yes	5 years	None	None
Banker's acceptances	Yes	180 days	40%	5%
Commercial paper	Yes	270 days	25%	10%
Non-Negotiable certificates of deposit	Yes	5 years	20%	None
Negotiable certificates of deposit	Yes	5 years	30%	5%
Certificate of Deposit Placement Services	Yes	5 years	30%	None
Collateralized Bank Deposits	Yes	N/A	None	None
Repurchase agreements	Yes	1 year	None	None
Medium-term notes	Yes	5 years	30%	5%
Mutual and money market funds	Yes	N/A	20%	10%
Mortgage pass-through and asset-backed securities	Yes	5 years	20%	5%
Asset backed security	Yes	5 years	20%	5%
County pooled investment funds	Yes	N/A	None	None
Joint powers authority pool	Yes	N/A	None	None
Supranational	Yes	5 years	30%	10%
Local Agency Investment Fund (LAIF)	Yes	N/A	None	None

\* Based on state law or investment policy requirements, whichever is more restrictive.

**Investments Authorized by Debt Agreements**

Investments of debt proceeds held by fiscal agent are governed by provisions of the debt agreements, rather than the general provisions of the California Government Code or the City's investment policy. The table on the following page identifies the investment types that are authorized for investments held by fiscal agents. The table also identifies certain provisions of these debt agreements that address interest rate risk and the concentration of credit risk.

NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)  
 JUNE 30, 2024

**Note 3: Cash and Investments (Continued)**

**b. Investments (Continued)**

Authorized Investment Type	Maximum Maturity	Maximum Percentage Allowed	Maximum Investment in One Issuer
U.S. Treasury obligations	None	None	None
U.S. agency securities	None	None	None
Banker's acceptances	180 days	None	None
Commercial paper	270 days	None	None
Money market mutual funds	90 days	None	None
Investment contracts	None	None	None
Local Agency Investment Fund (LAIF)	N/A	None	None

**Section 115 Trust**

The City has set up an IRS Section 115 Trust for the purpose of setting funding aside for the unfunded pension liability. The Trust is currently invested in money market, equity, bond, and exchange-traded funds, and at June 30, 2024, the fair value of the assets held in trust is \$8,725,719. The assets of the trust are reported as restricted cash and investments in the City's General Fund, with a corresponding restriction in the General Fund's fund balance.

**c. External Investment Pool**

The City is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by the California Government Code under the oversight of the Treasurer of the State of California. The fair value of the City's investment in this pool is reported in the accompanying financial statements at amounts based on the City's pro rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on accounting records maintained by LAIF, which are recorded on an amortized cost basis. The entire balance of the City's share of the investment pool is available for withdrawal at any time. LAIF is not registered with the Securities and Exchange Commission and is not rated. Deposits and withdrawals in LAIF are made on the basis of \$1 and not fair value. Accordingly, the City's investment in this pool is measured on uncategorized inputs not defined as Level 1, 2, or 3.

**d. Risk Disclosures**

Interest Rate Risk

Interest rate risk is the risk that the fair value of investments in the portfolio will fall due to changes in market interest rates. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The City manages this risk by investing its operating funds primarily in shorter-term securities, money market mutual funds, or similar investment pools to ensure liquidity and by timing cash flows from maturities so that a portion of the portfolio is maturing or coming close to maturity evenly over time as necessary to provide the cash flow and liquidity needed for operations.



CITY OF SOLANA BEACH, CALIFORNIA

NOTES TO THE BASIC FINANCIAL STATEMENTS  
JUNE 30, 2024

Note 3: Cash and Investments (Continued)

d. Risk Disclosures (Continued)

Investments	Fair Value	Remaining Investment Maturities		
		12 Months or Less	13 to 24 Months	25 to 60 Months
Local Agency Investment Fund	\$ 16,757,598	\$ 16,757,598	\$ -	\$ -
U.S. Treasury	13,966,782	5,806,483	5,705,570	2,454,729
U.S. Government Agency Securities:				
Federal Home Loan Bank	4,018,989	391,888	1,350,069	2,277,032
Federal Farm Credit Bank	3,875,100	691,134	916,381	2,267,585
Federal National Mortgage Association	474,050	-	474,050	-
Medium-term Notes	5,993,691	1,833,074	4,160,617	-
Money Market Mutual Funds	26,041	26,041	-	-
Supranationals	1,224,664	430,137	312,757	481,770
Asset Backed Securities	2,413,827	265,167	1,089,468	1,059,192
Investments Held in Section 115 Trust:				
Equity Mutual Fund	8,479,569	8,479,569	-	-
Fixed Income Mutual Fund	246,150	246,150	-	-
	<u>\$ 57,476,461</u>	<u>\$ 34,927,241</u>	<u>\$ 14,008,912</u>	<u>\$ 8,540,308</u>

Credit Risk

Credit Risk is the risk of loss due to failure of the security issuer. The risk can be identified through the rating assigned by a nationally recognized statistical rating organization to the issuers of securities. The City minimizes this risk by investing only in investment types allowed for municipalities by the Government Code as listed in the City's investment policy and investing only in instruments that are most creditworthy. Presented below is the minimum rating required by (where applicable) the California Government Code, the City's investment policy, or debt agreements, and the actual rating as of June 30, 2024, for each investment type.

Investments	Total as of June 30, 2024	Minimum Legal Rating	Rating			
			AAA	AA+/Aa1	A	Not Rated
Local Agency Investment Fund	\$ 16,757,598	N/A	\$ -	\$ -	\$ -	\$ 16,757,598
U.S. Treasury *	13,966,782	N/A	-	-	-	13,966,782
U.S. Government Agency Securities:						
Federal Home Loan Bank	4,018,989	N/A	4,018,989	-	-	-
Federal Farm Credit Bank	3,875,100	N/A	3,875,100	-	-	-
Federal National Mortgage Association	474,050	N/A	474,050	-	-	-
Medium-term Notes	5,993,691	A	241,260	773,407	4,979,024	-
Money Market Mutual Funds	26,041	AAA	26,041	-	-	-
Supranationals	1,224,664	AA	1,224,664	-	-	-
Asset Backed Securities	2,413,827	AA	2,413,827	-	-	-
Investments Held in Section 115 Trust:						
Equity Mutual Fund	8,479,569	N/A	-	-	-	8,479,569
Fixed Income Mutual Fund	246,150	N/A	-	-	-	246,150
	<u>\$ 57,476,461</u>		<u>\$ 12,273,931</u>	<u>\$ 773,407</u>	<u>\$ 4,979,024</u>	<u>\$ 39,450,099</u>

\* Exempt from rating disclosure

CITY OF SOLANA BEACH, CALIFORNIA

NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)  
 JUNE 30, 2024

**Note 3: Cash and Investments (Continued)**

**d. Risk Disclosures (Continued)**

Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party.

Concentration of Credit Risk

The investment policy of the City contains no limitations on the amount that can be invested in any one issuer beyond that stipulated by the California Government Code. The City investments in the US Government Agency issuers which held more than 5% of the investment portfolio are as follows:

Issuer	Investment Type	Fair Value
Federal Home Loan Bank	U.S. Government Agency Securities	\$ 4,018,989
Federal Farm Credit Bank	U.S. Government Agency Securities	3,875,100

**e. Fair Value Hierarchy**

The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The following table represents the fair value measurements of investments recognized in the accompanying Statement of Net Position measured at fair value on a recurring basis and the level within the fair value hierarchy in which the fair value measurements fall at June 30, 2024:

	Level 1	Level 2	Uncategorized	Total
Local Agency Investment Fund	\$ -	\$ -	\$ 16,757,598	\$ 16,757,598
U.S. Treasury	13,966,782	-	-	13,966,782
U.S. Government Agency Securities	-	8,368,139	-	8,368,139
Medium-term Notes	-	5,993,691	-	5,993,691
Supranationals	-	1,224,664	-	1,224,664
Asset Backed Securities	-	2,413,827	-	2,413,827
Equity Mutual Fund	8,479,569	-	-	8,479,569
Fixed Income Mutual Fund	246,150	-	-	246,150
Money Market Mutual Funds	-	-	26,041	26,041
<b>Total</b>	<b>\$ 22,692,501</b>	<b>\$ 18,000,321</b>	<b>\$ 16,783,639</b>	<b>\$ 57,476,461</b>

CITY OF SOLANA BEACH, CALIFORNIA

NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)  
 JUNE 30, 2024

**Note 4: Capital Assets**

The following is a summary of changes in capital assets for governmental activities for the year ended June 30, 2024:

	Balance June 30, 2023	Additions	Deletions	Balance June 30, 2024
<u>Governmental Activities</u>				
<i>Non-Depreciable Assets:</i>				
Land	\$ 5,337,440	\$ -	\$ -	\$ 5,337,440
Construction in progress	<u>10,782,448</u>	<u>3,101,654</u>	<u>(10,513,842)</u>	<u>3,370,260</u>
Total non-depreciable assets	<u>16,119,888</u>	<u>3,101,654</u>	<u>(10,513,842)</u>	<u>8,707,700</u>
<i>Depreciable Assets:</i>				
Buildings	6,014,902	-	-	6,014,902
Improvements	14,186,166	206,756	-	14,392,922
Equipment	2,925,993	376,235	-	3,302,228
Vehicles	2,359,744	178,119	-	2,537,863
Infrastructure	<u>75,745,019</u>	<u>10,680,427</u>	<u>-</u>	<u>86,425,446</u>
Total depreciable assets	<u>101,231,824</u>	<u>11,441,537</u>	<u>-</u>	<u>112,673,361</u>
<i>Less Accumulated Depreciation:</i>				
Buildings	(3,481,107)	(120,725)	-	(3,601,832)
Improvements	(7,041,473)	(489,923)	-	(7,531,396)
Equipment	(2,472,193)	(292,872)	-	(2,765,065)
Vehicles	(1,938,800)	(162,262)	-	(2,101,062)
Infrastructure	<u>(60,609,941)</u>	<u>(1,633,346)</u>	<u>-</u>	<u>(62,243,287)</u>
Total accumulated depreciation	<u>(75,543,514)</u>	<u>(2,699,128)</u>	<u>-</u>	<u>(78,242,642)</u>
Total depreciable assets, net	<u>25,688,310</u>	<u>8,742,409</u>	<u>-</u>	<u>34,430,719</u>
Total capital assets, net	<u>\$ 41,808,198</u>	<u>\$ 11,844,063</u>	<u>\$ (10,513,842)</u>	<u>\$ 43,138,419</u>

Governmental activities depreciation expense for capital assets for the year ended June 30, 2024, is as follows:

General Government	\$ 247,150
Public Safety	332,568
Public Works	1,685,835
Community Development	5,774
Community Services	<u>427,801</u>
Total Depreciation Expense	<u>\$ 2,699,128</u>

CITY OF SOLANA BEACH, CALIFORNIA

NOTES TO THE BASIC FINANCIAL STATEMENTS  
JUNE 30, 2024

**Note 4: Capital Assets (Continued)**

The following is a summary of changes in capital assets for business-type activities for the year ended June 30, 2024:

	Balance June 30, 2023	Additions	Deletions	Balance June 30, 2024
<u>Business-Type Activities</u>				
<i>Non-Depreciable Assets:</i>				
Land	\$ 111,706	\$ -	\$ -	\$ 111,706
Construction in progress	62,820	-	(62,820)	-
Total non-depreciable assets	<u>174,526</u>	<u>-</u>	<u>(62,820)</u>	<u>111,706</u>
<i>Depreciable Assets:</i>				
Buildings	6,766,498	-	-	6,766,498
Improvements	18,632,262	268,337	-	18,900,599
Equipment	828,705	-	-	828,705
Total depreciable assets	<u>26,227,465</u>	<u>268,337</u>	<u>-</u>	<u>26,495,802</u>
<i>Less Accumulated Depreciation:</i>				
Buildings	(757,457)	(125,456)	-	(882,913)
Improvements	(7,952,497)	(418,258)	-	(8,370,755)
Equipment	(597,253)	(16,532)	-	(613,785)
Total accumulated depreciation	<u>(9,307,207)</u>	<u>(560,246)</u>	<u>-</u>	<u>(9,867,453)</u>
Total depreciable assets, net	<u>16,920,258</u>	<u>(291,909)</u>	<u>-</u>	<u>16,628,349</u>
Total capital assets, net	<u>\$ 17,094,784</u>	<u>\$ (291,909)</u>	<u>\$ (62,820)</u>	<u>\$ 16,740,055</u>

Business-type activities depreciation expense for capital assets for the year ended June 30, 2024, is \$560,246, recorded in the Sanitation Fund.

**Note 5: City Employees Retirement Plan - Pension Plans**

**a. General Information about the Pension Plans**

Plan Descriptions

All qualified permanent and probationary employees are eligible to participate in the Public Agency Cost-Sharing Multiple-Employer Defined Benefit Pension Plan (Plan) administered by the California Public Employees' Retirement System (CalPERS). The Plan consists of individual rate plans (benefits tiers) within a safety risk pool (police and fire) and a miscellaneous risk pool (all other). Plan assets may be used to pay benefits for any employer rate plan of safety and miscellaneous pools. Accordingly, rate plans within the safety or miscellaneous pools are not separate plans under GASB Statement No. 68. Individual employers may sponsor more than one rate plan in the miscellaneous or safety risk pools. The City sponsors nine rate plans (three miscellaneous and six safety). Benefit provisions under the Plan are established by State statute and City resolution. CalPERS issues publicly available reports that include a full description of the pension plan regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)  
 JUNE 30, 2024

Note 5: City Employees Retirement Plan - Pension Plans (Continued)

Benefits Provided

CalPERS provides service retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full-time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after ten years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost-of-living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

Below is a summary of the plans' provisions and benefits in effect at June 30, 2024, for which the City has contracted:

Major Benefit Options	Miscellaneous*	Miscellaneous Second Tier	Miscellaneous PEPRA	Safety Fire First Tier*	Safety Fire Second Tier	Safety Fire PEPRA	Safety Lifeguard First Tier*	Safety Lifeguard Second Tier*	PEPRA Other Safety
Hire Date	Prior to January 1, 2010	January 1, 2010 but prior to January 1, 2013	On or after January 1, 2013	Prior to January 1, 2010	January 1, 2010 but prior to January 1, 2013	On or after January 1, 2013	Prior to January 1, 2010	January 1, 2010 but prior to January 1, 2013	On or after January 1, 2013
Benefit Provision	2.5% @ 55	2.0% @ 60	2% @ 62	3.0% @ 50	2.0% @ 50	2.7% @ 57	3.0% @ 50	2.0% @ 50	2.7% @ 57
Benefit Formula	No Social Security Full/Modified	No Social Security Full	No Social Security Full	No Social Security Full	No Social Security Full	No Social Security Full	No Social Security Full	No Social Security Full	No Social Security Full
Benefit Vesting Schedule	5 Years Service	5 Years Service	5 Years Service	5 Years Service	5 Years Service	5 Years Service	5 Years Service	5 Years Service	5 Years Service
Benefit Payments	Monthly for Life	Monthly for Life	Monthly for Life	Monthly for Life	Monthly for Life	Monthly for Life	Monthly for Life	Monthly for Life	Monthly for Life
Retirement Age	50 - 63	50 - 63	52 - 67;	50	50 - 55	50 - 57	50 - 55	50 - 55	52 - 67
Monthly Benefits as a Percentage of Eligible Compensation	1.426% to 2.418%	1.092% to 2.418%	1.0% to 2.5%	3.0%	2.0% to 2.7%	2.0% to 2.7%	1.423% to 2.0%	1.423% to 2.0%	2.0% to 2.7%
Required Employer Contribution Rates	14.06%	10.10%	7.68%	27.11%	19.95%	13.54%	27.11%	19.95%	13.54%
Required Employee Contribution Rates	7.96%	6.93%	7.75%	8.99%	8.96%	13.75%	8.99%	8.96%	13.75%

\* Closed to new member entrants.

Contribution Description

Section 20814(c) of the California Public Employees' Retirement Law (PERL) requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. The total plan contributions are determined through the CalPERS' annual actuarial valuation process. For public agency cost-sharing plans covered by either the Miscellaneous or Safety risk pools, the Plan's actuarially determined rate is based on the estimated amount necessary to pay the Plan's allocated share of the risk pool's costs of benefits earned by employees during the year, and any unfunded accrued liability. The City is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

For the year ended June 30, 2024, the contributions recognized as a reduction to the net pension liability was \$2,195,332.

CITY OF SOLANA BEACH, CALIFORNIA

NOTES TO THE BASIC FINANCIAL STATEMENTS  
 JUNE 30, 2024

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**Note 5: City Employees Retirement Plan - Pension Plans (Continued)**

**b. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions**

As of June 30, 2024, the City of Solana Beach reported net pension liabilities for its proportionate shares of the net pension liability of each Plan as follows:

	<u>Proportionate Share of Net Pension Liability</u>
Miscellaneous	\$ 7,863,579
Safety	<u>13,127,102</u>
Total	<u>\$ 20,990,681</u>

The net pension liability of each of the Plans is measured as of June 30, 2023, and the total pension liability for each Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2022 rolled forward to June 30, 2023 using standard update procedures. The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined. The City's proportionate share of the net pension liability for each Plan measured as of June 30, 2022 and 2023, respectively, was as follows:

	<u>Miscellaneous</u>	<u>Safety</u>	<u>Combined</u>
Proportion - June 30, 2022	0.15566%	0.17683%	0.16825%
Proportion - June 30, 2023	<u>0.15726%</u>	<u>0.17562%</u>	<u>0.16826%</u>
Change	<u>0.00160%</u>	<u>-0.00121%</u>	<u>0.00001%</u>

For the year ended June 30, 2024, the City recognized pension expense as follows:

<u>Miscellaneous</u>	<u>Safety</u>	<u>Total Plans</u>
\$ 1,274,233	\$ 2,040,041	\$ 3,314,274

CITY OF SOLANA BEACH, CALIFORNIA

NOTES TO THE BASIC FINANCIAL STATEMENTS  
JUNE 30, 2024

**Note 5: City Employees Retirement Plan - Pension Plans (Continued)**

At June 30, 2024, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
<u>Miscellaneous Plan</u>		
Pension contributions subsequent to measurement date	\$ 940,970	\$ -
Changes of assumptions	474,760	-
Difference between expected and actual experience	401,714	62,316
Net difference between projected and actual earnings on plan investments	1,273,186	-
Differences between actual contributions and the proportionate share of contributions	14,941	150,527
Change in employer's proportion	<u>55,083</u>	<u>93,807</u>
Total Miscellaneous Plan	<u>3,160,654</u>	<u>306,650</u>
<u>Safety Plan</u>		
Pension contributions subsequent to measurement date	1,366,543	-
Changes in assumptions	766,115	-
Difference between expected and actual experience	963,771	82,509
Net difference between projected and actual earnings on plan investments	1,796,440	-
Differences between actual contributions and the proportionate share of contributions	118,765	406,791
Change in employer's proportion	<u>256,810</u>	<u>-</u>
Total Safety Plan	<u>5,268,444</u>	<u>489,300</u>
Total All Plans	<u>\$ 8,429,098</u>	<u>\$ 795,950</u>

The \$2,307,513 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the fiscal year ended June 30, 2025. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Fiscal Year Ended June 30,	<u>Deferred Outflows/(Inflows) of Resources</u>		
	<u>Miscellaneous Plan</u>	<u>Safety Plan</u>	<u>Total</u>
2025	\$ 523,420	\$ 1,091,005	\$ 1,614,425
2026	372,365	786,652	1,159,017
2027	980,715	1,484,803	2,465,518
2028	<u>36,534</u>	<u>50,141</u>	<u>86,675</u>
	<u>\$ 1,913,034</u>	<u>\$ 3,412,601</u>	<u>\$ 5,325,635</u>

**NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**JUNE 30, 2024**

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**Note 5: City Employees Retirement Plan - Pension Plans (Continued)****c. Actuarial Methods and Assumptions**Actuarial Assumptions

For the measurement period ended June 30, 2023 (the measurement date), the total pension liability was determined by rolling forward the June 30, 2022 total pension liability. The June 30, 2022, total pension liabilities were based on the following actuarial methods and assumptions:

Actuarial Cost Method	Entry Age Normal Cost Method
Actuarial Assumptions:	
Discount Rate	6.90%
Inflation	2.30%
Salary Increases	Varies by entry age and service
Mortality Rate Table <sup>(1)</sup>	Derived using CalPERS Membership Data for all funds
Post Retirement Benefit Increase	Contract COLA up to 2.30% until Purchasing Power Protection Allowance Floor on Purchasing Power applies

(1) The mortality table used was developed based on CalPERS-specific data. The probabilities of mortality are based on the 2021 CalPERS Experience Study and Review of Actuarial Assumptions. Mortality rates incorporate full generational mortality improvement using 80% of Scale MP-2020 published by the Society of Actuaries. For more details on this table, please refer to the 2021 experience study report from November 2021 that can be found on the CalPERS website.

Discount Rate

The discount rate used to measure the total pension liability was 6.90%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on those assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.



NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)  
 JUNE 30, 2024

**Note 5: City Employees Retirement Plan - Pension Plans (Continued)**

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all of the funds' asset classes, expected compound (geometric) returns were calculated over the next 20 years using a building-block approach. The expected rate of return was then adjusted to account for assumed administrative expenses of 10 Basis points.

The expected real rates of return by asset class are as followed:

Asset Class <sup>1</sup>	Assumed Asset Allocation	Real Return <sup>1,2</sup>
Global Equity - Cap-weighted	30.00%	4.45%
Global Equity - Non-Cap-weighted	12.00	3.84
Private Equity	13.00	7.28
Treasury	5.00	0.27
Mortgage-backed Securities	5.00	0.50
Investment Grade Corporates	10.00	1.56
High Yield	5.00	2.27
Emerging Market Debt	5.00	2.48
Private Debt	5.00	3.57
Real Assets	15.00	3.21
Leverage	(5.00)	(0.59)

<sup>1</sup> An expected inflation of 2.30% used for this period.

<sup>2</sup> Figures are based on the 2021-22 Asset Liability Management Study.

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the City's proportionate share of the net pension liability of the Plan, calculated using the discount rate for each Plan, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1% point lower (5.90 percent) or 1% point higher (7.90 percent) than the current rate:

Plan Type	Discount Rate - 1% 5.90%	Current Discount Rate 6.90%	Discount Rate + 1% 7.90%
Miscellaneous	\$ 11,744,242	\$ 7,863,579	\$ 4,669,459
Safety	18,879,663	13,127,102	8,423,974
<b>Total</b>	<b>\$ 30,623,905</b>	<b>\$ 20,990,681</b>	<b>\$ 13,093,433</b>

**d. Pension Plan Fiduciary Net Position**

Detailed information about each pension plan's fiduciary net position is available in the separately issued CalPERS financial reports. See CalPERS website for additional information.

NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)  
 JUNE 30, 2024

**Note 6: Other Post-Employment Benefits**

**a. Plan Description**

The City of Solana Beach Retiree Healthcare Plan (“Plan”) is a single employer defined benefit healthcare plan administered by the City. The Plan provides healthcare benefits to eligible retirees and their dependents through the California Public Employees’ Retirement System healthcare program (PEMHCA). Benefit provisions are established and may be amended through agreements and memorandums of understanding between the City, its non-represented employees and the unions representing City employees. The Retiree Healthcare Plan does not issue a financial report.

The City provides the PEMHCA minimum benefit (\$157 per month for 2024) but no less than \$325 per month for employees retired before January 1, 2007 and \$290 per month for employees hired before January 1, 2007.

**b. Plan Membership**

At June 30, 2024, the measurement date, the following numbers of participants were covered by the benefit terms:

Inactive plan members or beneficiaries currently receiving benefit payments	49
Inactive plan members entitled to but not yet receiving benefit payments	12
Active plan members	63
	<u>124</u>

**c. Contributions**

The contribution requirements of the Plan participants and the City are established by and may be amended by the City pursuant to agreements with its non-represented employees and the unions representing City Employees. The City pays cash and implied subsidy benefit payments and PEMHCA administrative fees directly from City assets. Contributions made to the trust are on an ad-hoc basis. On average over the past five years, 2.1 percent of payroll was contributed to the trust each year.

The City contributed \$369,427 during the 2024 fiscal year which consisted of \$177,914 of pay-as-you-go benefit payments, \$120,100 in contributions to the trust, \$722 in non-trust administration expenses, and \$70,691 in implied subsidy benefits. Retired plan members and their beneficiaries pay the annual premium cost not paid by the employer.

**d. Net OPEB Liability of the City**

	Fiscal Year Ending	
	June 30, 2024	June 30, 2023
Total OPEB Liability (TOL)	\$ 3,413,755	\$ 3,674,391
Fiduciary Net Position (FNP)	<u>1,709,751</u>	<u>1,433,714</u>
Net OPEB Liability (NOL)	<u>\$ 1,704,004</u>	<u>\$ 2,240,677</u>
Funded Status (FNP/TOL)	50.1%	39.0%

NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)  
 JUNE 30, 2024

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**Note 6: Other Post-Employment Benefits (Continued)**

The City's net OPEB liability was measured as of June 30, 2024, and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation dated June 30, 2023 that was rolled forward to determine the June 30, 2024 total OPEB liability, based on the following actuarial methods and assumptions:

**e. Actuarial Assumptions**

The total OPEB liability was determined by an actuarial valuation as of June 30, 2024, using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified:

Actuarial Valuation Date	June 30, 2023
Contribution Policy	City contributes full ADC
Discount Rate and Long-Term Expected Rate of Return on Assets	5.50% at June 30, 2024; Expected City contributions projected to keep sufficient plan assets to pay all benefits from trust
General Inflation	2.50% annually
Mortality, Retirement, Disability, Termination	CalPERS 2000-2019 Experience Study
Mortality Improvement	Mortality projected fully generational with Scale MP-2021
Salary Increases	Aggregate – 2.75% annually; Merit – CalPERS 2000-2019 Experience Study
Medical Trend	Non-Medicare – 8.50% for 2025, decreasing to an ultimate rate of 3.45% in 2076; Medicare (Non-Kaiser) – 7.50% for 2025, decreasing to an ultimate rate of 3.45% in 2076; Medicare (Kaiser) – 6.25% for 2025, decreasing to an ultimate rate of 3.45% in 2076
PEMHCA Minimum Increases	3.50% annually
Cap Increases	No increases on \$325 and \$290 benefit
Healthcare Participation for Future Retirees	Actives & Surviving Spouses Hired < 1/1/07 Covered – 90%; Waived – 70%. Actives & Surviving Spouses Hired > 1/1/07 Covered – 60%; Waived – 50%. Retirees & Surviving Spouses Covered 100%; Waived < 65 – 20% at 65; Waived > 65 – 0%

NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)  
 JUNE 30, 2024

**Note 6: Other Post-Employment Benefits (Continued)**

**e. Changes in the OPEB Liability**

	Total OPEB Liability	Fiduciary Net Position	Net OPEB Liability
Balance at June 30, 2023	\$ 3,674,391	\$ 1,433,714	\$ 2,240,677
Changes for the year:			
Service cost	119,498	-	119,498
Interest	201,827	-	201,827
Assumption changes	(134,658)	-	(134,658)
Actual vs. expected experience	(198,698)	-	(198,698)
Contributions - employer	-	369,427	(369,427)
Net investment income	-	160,626	(160,626)
Benefit payments*	(248,605)	(248,605)	-
Administrative expenses	-	(5,411)	5,411
Net changes	<u>(260,636)</u>	<u>276,037</u>	<u>(536,673)</u>
Balance at June 30, 2024	<u>\$ 3,413,755</u>	<u>\$ 1,709,751</u>	<u>\$ 1,704,004</u>

\*Benefit payments include an implied subsidy of \$70,691 for the measurement date June 30, 2024.

**f. Sensitivity of the Net OPEB Liability to Changes in the Discount Rate**

Sensitivity of the net OPEB liability to changes in the discount rate. The following presents the net OPEB liability of the City, as well as what the City's net OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower or 1-percentage-point higher than the current discount rate:

	1% Decrease (4.50%)	Current Rate (5.50%)	1% Increase (6.50%)
Net OPEB Liability	\$ 2,128,823	\$ 1,704,004	\$ 1,352,059

**g. Sensitivity of the Net OPEB Liability to Changes in the Health Care Cost Trend Rates**

Sensitivity of the net OPEB liability to changes in the healthcare cost trend rates. The following presents the net OPEB liability of the City, as well as what the City's net OPEB liability would be if it were calculated using healthcare cost trend rates that are 1-percentage-point lower or 1-percentage-point higher than the current healthcare cost trend rates:

	1% Decrease	Current Trend	1% Increase
Net OPEB Liability	\$ 1,434,316	\$ 1,704,004	\$ 2,092,734

CITY OF SOLANA BEACH, CALIFORNIA

NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)  
 JUNE 30, 2024

**Note 6: Other Post-Employment Benefits (Continued)**

**h. OPEB Plan Fiduciary Net Position**

The plan fiduciary net position is reported in the OPEB Trust Fund included in the City's Statement of Fiduciary Net Position.

**i. OPEB Expense and Deferred Outflows/Inflows of Resources Related to OPEB**

For the fiscal year ended June 30, 2024, the City recognized OPEB income of \$46,267. As of fiscal year ended June 30, 2024, the City reported deferred outflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ -	\$ 211,112
Changes in assumptions	6,905	282,178
Net difference between projected and actual earnings on plan investments	-	3,383
Total	<u>\$ 6,905</u>	<u>\$ 496,673</u>

Amounts reported as deferred outflows of resources related to OPEB will be recognized as expense as follows:

Fiscal Year Ended June 30,	Outflows/(Inflows) of Resources
2025	\$ (160,068)
2026	(75,337)
2027	(68,129)
2028	(62,984)
2029	(43,076)
Thereafter	(80,174)
Total	<u>\$ (489,768)</u>

NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)  
 JUNE 30, 2024

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**Note 7: Commitments and Contingencies**

**a. Litigation**

The City is a defendant in certain legal actions arising in the normal course of operations. The accompanying basic financial statements reflect a liability for the probable amounts of loss associated with these claims.

**b. Construction Commitments**

The following material construction commitments existed at June 30, 2024:

Project Name	Remaining Contract Amount
Sewer and Storm Drain Rehab	\$ 89,496
Pavement Maintenance Project	1,100,000

**c. Sales Tax – TransNet Debt Commitment**

On November 10, 2010, Solana Beach executed an agreement with The San Diego Association of Governments (SANDAG) relating to the 2010 Series A Bonds Build American Bonds (BABs) for the completion of several projects including the Highway 101 streetscape and traffic calming project and other eligible projects. In the agreement, SANDAG withholds one-sixth of the interest due each month when Sales Tax is sent from the Board of Equalization (BOE) in an effort to have the full amount with the Trustee by the 1<sup>st</sup> of April and 1<sup>st</sup> of October.

**Note 8: Risk Management**

**a. General Liability Insurance**

Public Risk Innovation, Solutions, and Management (PRISM), formerly known as CSAC – Excess Insurance Authority, is a member-directed risk sharing pool of counties and public entities. With the dissolution of SANDPIPA, the City elected to join the PRISM pool as a new member and procured all lines of insurance coverage for the City. PRISM is ranked as the second largest public entity risk pool and the largest property and casualty pool in the nation.

The City has a Self-Insured Retention (SIR) of \$100,000 per claim and additional coverage above its SIR with PRISM to \$5 million per claim; there is an additional \$45 million of reinsurance above PRISM coverage bringing the total coverage to over \$50 million per claim.

**b. Workers' Compensation**

Beginning October 1, 2004, the City became fully self-insured with respect to Workers' Compensation. The City has an SIR of \$125,000 per claim and additional coverage above its SIR with PRISM to \$5 million per claim; there is an additional \$45 million of reinsurance above PRISM coverage bringing the total coverage to over \$50 million per claim, up to the statutory workers' compensation limits set by the State of California.

CITY OF SOLANA BEACH, CALIFORNIA

NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)  
 JUNE 30, 2024

**Note 8: Risk Management (Continued)**

The workers' compensation and general liability claims payable of \$780,015 reported at June 30, 2024, includes all claims for which information prior to the issuance of the financial statements indicates that it was probable that a liability had been incurred at the date of the financial statements and the amount of the loss can be reasonably estimated. During the past three fiscal (claims) years none of the above programs of protection have had settlements or judgments that exceeded pooled or insured coverage. There have been no significant reductions in pooled or insured liability coverage in the prior year. Changes in the claims liability amounts were as follows:

	Beginning of Fiscal Year Liability	Current Year Claims and Changes in Estimates	Claim Payments	Balance at Fiscal Year End
2022 - 2023	\$ 1,098,000	\$ (121,075)	\$ (138,925)	\$ 838,000
2023 - 2024	838,000	-	(57,985)	780,015

The City also maintains insurance coverage in the following specific areas: real and personal property damage, special events, cyber liability, pollution, and master crime.

**Note 9: Long-Term Liabilities**

**a. Changes in Long-term Liabilities**

The following is a summary of changes in long-term debt for the year ended June 30, 2024:

	Balance Beginning of Year	Additions	Deletions	Balance End of Year	Amount Due Within One Year
<b>Governmental Activities:</b>					
Bonds Payable					
Limited Tax Bonds, Series 2010A	\$ 5,500,000	\$ -	\$ -	\$ 5,500,000	\$ -
Total Bonds Payable	5,500,000	-	-	5,500,000	-
Loan Payable	291,010	-	60,855	230,155	62,972
Compensated Absences	670,497	332,241	376,520	626,218	351,655
Claims (Note 8)	838,000	-	57,985	780,015	53,973
Total Governmental Activities	\$ 7,299,507	\$ 332,241	\$ 495,360	\$ 7,136,388	\$ 468,600
<b>Business-Type Activities:</b>					
Bonds Payable					
2017 Wastewater Revenue Refunding Bonds	\$ 5,215,000	\$ -	\$ 320,000	\$ 4,895,000	\$ 330,000
Premium	332,211	-	25,555	306,656	25,555
Total Bonds Payable	5,547,211	-	345,555	5,201,656	355,555
Direct Borrowings and Direct Placements					
San Elijo JPA Loan Payable - 2017	10,147,500	-	245,000	9,902,500	255,000
Total Direct Borrowings and Direct Placements	10,147,500	-	245,000	9,902,500	255,000
Compensated Absences	71,680	20,551	28,445	63,786	25,312
Total Business-Type Activities	\$ 15,766,391	\$ 20,551	\$ 619,000	\$ 15,167,942	\$ 635,867

**NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**JUNE 30, 2024**

**Note 9: Long-Term Liabilities (Continued)****b. Governmental Activities****Bonds Payable****San Diego County Regional Transportation Commission Sales Tax Revenue Bonds**

On October 28, 2010, the San Diego Association of Governments (SANDAG), acting as the San Diego County Regional Transportation Commission, issued \$338,960,000 Taxable Build America Bonds 2010 Series A (Limited Tax Bonds). SANDAG is responsible for the administration of programs under the TransNet Extension ordinance, Proposition A, which sets forth the permitted uses for revenues from a half cent transaction and use tax in San Diego County (TransNet Extension Program). In fiscal year ended June 2010, the City borrowed \$5,500,000 from the TransNet debt financing program for the Highway 101 Streetscaping/Traffic Calming Project and other projects eligible under the terms of the debt financing and applicable SANDAG policies and approved projects. 2017 Wastewater Revenue Refunding Bonds. The bond is wholly secured by sales tax revenues pledged for the payment of debt service. In the event of default, all sales tax revenues pledged for the payment of the debt must be transferred to the bond trustee; however, there is no acceleration of payment on outstanding debt service. The total amount of the bond outstanding at June 30, 2024, is \$5,500,000.

The future principal and interest payments as of June 30, 2024, were as follows:

Year Ending June 30,	Bonds Payable	
	Principal	Interest
2025	\$ -	\$ 325,105
2026	-	325,105
2027	-	325,105
2028	-	325,105
2029	-	325,105
2030 - 2034	-	1,625,525
2035 - 2039	461,520	1,625,525
2040 - 2044	2,587,560	1,194,787
2045 - 2048	2,450,920	369,042
Total	<u>\$ 5,500,000</u>	<u>\$ 6,440,404</u>

**Loan Payable****Energy Efficiency/Conservation Upgrades**

On May 9, 2012, the City entered into a loan financing agreement with Municipal Finance Corporation for various energy efficiency/conservation upgrades at City facilities. The loan was executed in the amount of \$818,696. Payments are due in thirty-one semi-annual payments of \$35,187 and include interest at the rate of 3.45%. The City also executed an acquisition fund agreement with Deutsche Bank National Trust Company for distribution of the funds. At June 30, 2024, the balance of the loan liability was \$230,155.



NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)  
 JUNE 30, 2024

**Note 9: Long-Term Liabilities (Continued)**

**b. Governmental Activities (Continued)**

The future principal and interest payments as of June 30, 2024, were as follows:

<u>Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>
2025	\$ 62,972	\$ 7,402
2026	65,163	5,211
2027	67,431	2,943
2028	<u>34,590</u>	<u>597</u>
Total	<u>\$ 230,156</u>	<u>\$ 16,153</u>

**c. Business Type Activities**

**2017 Wastewater Revenue Refunding Bonds**

On August 1, 2017, the City, issued \$6,865,000 of 2017 Wastewater Revenue Refunding Bonds to refund, on a current basis, the outstanding Solana Beach Public Financing Authority Subordinate Wastewater Revenue Bonds, Series 2006, which were issued to finance the improvement, betterment, renovation, and expansion of certain facilities within the City’s municipal wastewater enterprise. These bonds have a 19-year maturity with principal payments ranging from \$210,000 to \$485,000 with the final maturity paid on March 1, 2036. Interest on the bonds is payable semi-annually March 1 and September 1 commencing on March 1, 2018. Interest rates range from 4.00% to 4.375%. Failure by the City to make debt service payments on the Bonds constitutes an event of default under the Indenture and the Trustee is permitted to pursue remedies at law or in equity to enforce the City’s obligation to make such payments. Although the Trustee has the right to accelerate the total unpaid principal amount of the debt service payments on the Bonds, there is no assurance that the City would have sufficient funds to pay the accelerated amounts.

The Bonds are paid solely from, and secured by a pledge of, installment payments and moneys in the funds and account held under the indenture. The installment payments are special limited obligations of the City payable solely from and secured by a pledge of and first lien on residual net revenues of the Wastewater System. Residual net revenues consist of revenues derived from the Wastewater System and remaining after the payment of operating and maintenance expense and debt service on the JPA Loan Payable. The loan amount outstanding at June 30, 2024, is \$4,895,000.

NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)  
 JUNE 30, 2024

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**Note 9: Long-Term Liabilities (Continued)**

**c. Business Type Activities (Continued)**

The future principal and interest payments as of June 30, 2024, were as follows:

Year Ending June 30,	Bonds Payable	
	Principal	Interest
2025	\$ 330,000	\$ 174,006
2026	340,000	164,106
2027	350,000	153,906
2028	370,000	136,406
2029	380,000	121,606
2030 - 2034	2,165,000	360,268
2035 - 2038	960,000	45,156
Total	<u>\$ 4,895,000</u>	<u>\$ 1,155,454</u>

**San Elijo JPA Loan Payable - 2017**

On June 1, 2017, the San Elijo Joint Powers Authority issued the 2017 Revenue Bonds for the purpose of funding facilities and improvements as part of the Authority's capital improvement plan. Each local agency entered into a "Series 2017 Loan Agreement" on June 1, 2017 to assist in the financing of the Local Agencies' respective share of the Bonds. The City of Encinitas and the City of Solana Beach will each be paying 50 percent of total debt service on the bonds, respectively. In the event of default, the trustee may accelerate the payment of outstanding principal and interest. The loan is wholly secured by revenues pledged for the payment of the loan. The loan matures on March 1, 2047. The interest rates on the bonds range from 3.00% to 5.00% per year. The City of Solana Beach's portion of annual principal installments range from \$217,500 to \$642,500. The total amount of the bond outstanding at June 30, 2024, is \$9,902,500.

CITY OF SOLANA BEACH, CALIFORNIA

NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)  
 JUNE 30, 2024

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**Note 9: Long-Term Liabilities (Continued)**

**a. Business Type Activities (Continued)**

The future principal and interest payments as of June 30, 2024, were as follows:

Year Ending June 30,	Direct Borrowings	
	Principal	Interest
2025	\$ 255,000	\$ 414,288
2026	267,500	401,538
2027	280,000	388,163
2028	295,000	374,163
2029	310,000	359,413
2030 - 2034	1,785,000	1,556,565
2035 - 2039	2,210,000	1,134,221
2040 - 2044	2,645,000	696,900
2045 - 2047	1,855,000	150,300
Total	<u>\$ 9,902,500</u>	<u>\$ 5,475,551</u>

**Compensated Absences**

Compensated absences do not have a fixed repayment schedule and become payable when leave is used by employees. Governmental activities' compensated absences are typically liquidated through the General Fund, and business-type activities' compensated absences are liquidated through the Water Utility Fund.

**NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**JUNE 30, 2024**
**Note 10: Debt Covenant Compliance for JPA Loans**

In Compliance with bond issuance covenants, specifically, the 2011 and 2017 San Elijo JPA Bonds, the City is including this table showing debt service coverage for the fiscal year of at least 1.30 times (i) the loan installments coming due and payable during the fiscal year, (ii) all payments required with respect to parity debt, and (iii) amount required to replenish the Reserve Fund as required by the indenture. The City covenants under the 2017 Wastewater Revenue Refunding Bond agreement require while the Bonds remain outstanding and to the extent permitted by law, the City will fix, prescribe, and collect rates and charges which will be at least sufficient to yield during each fiscal year Residual Net Revenues equal to one hundred thirty percent (130%) of Debt Service. The debt coverage ratios for the 2011 and 2017 San Elijo JPA Loans Payable and the 2017 Wastewater Revenue Refunding Bonds are calculated as follows:

	2017 JPA Loan	2017 Wastewater Bonds
Revenues:		
Operating revenues	\$ 5,737,058	\$ 5,737,058
Other operating	74,033	74,033
Non-operating	<u>549,422</u>	<u>549,422</u>
Gross revenues	<u>6,360,513</u>	<u>6,360,513</u>
Expenses	<u>5,928,430</u>	<u>5,928,430</u>
Net Income	432,083	432,083
Add Back:		
Interest expense	577,500	577,500
Depreciation	560,246	560,246
Loss on disposal of capital assets	<u>(234,665)</u>	<u>(234,665)</u>
Net Revenues Available for Debt Service (2011 and 2017 JPA Loans)	<u>\$ 1,335,164</u>	1,335,164
2017 Refunding Revenue Bonds Debt Service:		
Principal repayment	245,000	245,000
Interest charges	<u>424,088</u>	<u>424,088</u>
Total debt service	<u>\$ 669,088</u>	<u>669,088</u>
Net Revenues Available for Debt Service (2017 Wastewater Bonds)		<u>\$ 666,076</u>
2017 Wastewater Revenue Refunding Bonds Debt Service:		
Principal repayment		\$ 320,000
Interest charges		<u>186,806</u>
Total debt service		<u>\$ 506,806</u>
Coverage Ratio	<u>2.00</u>	<u>1.31</u>

CITY OF SOLANA BEACH, CALIFORNIA

NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)  
 JUNE 30, 2024

**Note 11: Classification of Fund Balances**

The City has adopted the provisions of GASB Statement No. 54 Fund Balance and Governmental Fund Type Definitions. GASB 54 establishes Fund Balance classifications based largely upon the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. The Governmental Fund statements conform to this new classification.

Classification	General	City CIP	Other Governmental Funds	Total Governmental Funds
<b>Nonspendable:</b>				
Inventories	\$ -	\$ -	\$ 44,707	\$ 44,707
Prepaid Costs	41,024	-	-	41,024
Total Nonspendable	41,024	-	44,707	85,731
<b>Restricted:</b>				
Section 115 Pension Stabilization Trust	6,764,356	-	-	6,764,356
TransNet	-	-	395,308	395,308
Gas Tax	-	-	749,514	749,514
Municipal Improvement Districts	-	-	1,320,231	1,320,231
Lighting District	-	-	3,653,387	3,653,387
COPS	-	-	334,543	334,543
Public Safety	-	-	812,555	812,555
Fire Mitigation	-	-	61,205	61,205
Coastal Area Business/Visitor Assistance & Enhancement	-	-	1,354,603	1,354,603
Miscellaneous Grants	-	-	134,100	134,100
Boating & Waterways	-	-	3,967	3,967
Housing	-	-	1,461,545	1,461,545
SB1 Streets & Roads	-	-	469,578	469,578
Capital Projects	-	9,376,614	100,410	9,477,024
Sand Replenishment	-	-	1,388,516	1,388,516
Debt Service	-	-	25,886	25,886
Total Restricted	6,764,356	9,376,614	12,265,348	28,406,318
<b>Committed:</b>				
Parks & Recreation	37,057	-	-	37,057
Public Facilities	924,228	-	-	924,228
Public Art	26,728	-	-	26,728
In-Lieu Housing	100,786	-	-	100,786
Other Post-Employment Benefits	204,081	-	-	204,081
Total Committed	1,292,880	-	-	1,292,880
<b>Assigned:</b>				
Housing	1,499,500	-	-	1,499,500
Community TV	87,740	-	-	87,740
Street Sweeping	134,706	-	-	134,706
Park Fees	44,518	-	-	44,518
Asset Replacement	3,364,430	-	-	3,364,430
Self-Insurance	203,597	-	-	203,597
Workers' Compensation	719,394	-	-	719,394
Public Facilities	733,095	-	-	733,095
Total Assigned	6,786,980	-	-	6,786,980
Unassigned	13,464,544	-	(111,321)	13,353,223
<b>Total Fund Balance</b>	<b>\$ 28,349,784</b>	<b>\$ 9,376,614</b>	<b>\$ 12,198,734</b>	<b>\$ 49,925,132</b>

CITY OF SOLANA BEACH, CALIFORNIA

NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)  
 JUNE 30, 2024

**Note 11: Classification of Fund Balances (Continued)**

**a. Net investment in capital assets**

The detail of net investment in capital assets for the year ended June 30, 2024 is as follows:

	Governmental Activities	Business-Type Activities Sanitation Fund
Capital assets, net of accumulated depreciation	\$ 43,138,419	\$ 16,740,055
Less:		
Bonds, notes and finance purchase agreements	(5,730,155)	(4,895,000)
Add:		
Unamortized premiums/(discounts)	-	(306,656)
Net investment in capital assets	<u>\$ 37,408,264</u>	<u>\$ 11,538,399</u>

**Note 12: Interfund Transactions**

**a. Due From and To Other Funds**

At June 30, 2024, the City had the following short-term interfund receivables and payables:

	Due to Other Funds	Due From Other Funds
Governmental Funds:		
General Fund	\$ -	\$ 399,366
CDBG	17,478	-
Camp Programs	33,289	-
Enterprise Fund:		
Solana Energy Alliance	348,599	-
Total	<u>\$ 399,366</u>	<u>\$ 399,366</u>

Due from/to other funds balances arise from the short-term borrowing made from the City's General Fund to various other funds to cover cash shortages during the year.

**b. Interfund Transfers**

For the year ended June 30, 2024, the City had the following transfers:

Transfers Out	Transfers In		Totals
	City CIP Fund	Non-Major Governmental Funds	
General Fund	\$ 4,050,000	\$ -	\$ 4,050,000
Non-Major Governmental Funds	-	70,375	70,375
Total	<u>\$ 4,050,000</u>	<u>\$ 70,375</u>	<u>\$ 4,120,375</u>

NOTES TO FINANCIAL STATEMENTS (CONTINUED)  
 JUNE 30, 2024

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**Note 12: Interfund Transactions (Continued)**

Transfer was made from the Lighting District nonmajor special revenue fund to the City Debt Service nonmajor debt service fund to provide resources for debt service payments. Transfer was made from the General Fund to the City CIP fund for the purposes of funding capital projects.

**c. Advances to, Advances from other funds**

On July 11, 2018, the City Council adopted Resolution 2018-069 approving the purchase and sale agreement for 700 Stevens Avenue (“Property”) for \$2.8 million; establishing an internal General Fund service fund named “Real Property Acquisition” to receive funds from the Sanitation fund to pay for the acquisition of the Property; and authorizing the transfer of \$2.8 million from the Sanitation Fund to the Real Property Acquisition fund as a loan payable to the Sanitation fund at an annual interest rate of 2.78% for seven years with annual payments equal to \$445,699.

The City is a built-out coastal community and availability of vacant land is scarce. The Property is three parcels of vacant land totaling approximately 28,978 square feet and is located immediately north of and adjacent to La Colonia Park. The purchase of the Property offered the City an opportunity to expand the existing open space, recreation and park use in the future.

The City has the ability to make this kind of transfer from one fund to another so long as there is no prohibition on the use of the funds. In this case, the Sanitation funds are not specifically prohibited for other uses (except for connection fees, which cannot be used for any other purpose). See Health & Safety Code §§ 5473 et seq.

The City elected to borrow funds from its Sanitation Fund to pay for the purchase of the Property. Repayment to the Sanitation Fund will be as follows:

Year Ending June 30,	Principal	Interest	Total
2025	\$ 421,914	\$ 23,785	\$ 445,699
2026	433,644	12,055	445,699
Total	\$ 855,558	\$ 35,840	\$ 891,398

**CITY OF SOLANA BEACH, CALIFORNIA**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**JUNE 30, 2024**

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**Note 13: Investment in Joint Venture**

On June 17, 1987, the Cardiff Sanitation District and the City of Solana Beach established the San Elijo Joint Powers Authority (SEJPA), a separate legal entity, whose function is to manage, operate, maintain, and expand a plant for the treatment and disposal of sewage or wastewater and to determine the joint and separate obligations of the members concerning the transmission, treatment, disposal and reclamation of sewage and wastewater within the respective service territories. The SEJPA's governing board consists of two members from each entity. The City of Solana Beach's investment in the SEJPA has been recorded using the equity method of accounting and is shown as an investment in joint venture in the City's financial statements. Summarized audited information of the SEJPA for the fiscal year ended June 30, 2024, is as follows:

Operating revenues	\$ 10,972,933
Operating expenses	(13,011,403)
Net non-operating income	1,697,119
Capital contributions	<u>1,819,884</u>
Change in net position	<u>\$ 1,478,533</u>
Total assets and deferred outflows of resources	\$ 118,847,477
Total liabilities and deferred inflows of resources	<u>(43,259,812)</u>
Net position - total fund equity	<u>\$ 75,587,665</u>

Prior to the formation of the San Elijo Joint Powers Authority, the Cardiff Sanitation District and the City of Solana Beach operated the San Elijo water pollution control facility under an agreement whereby operating costs were shared based on usage and capital expansions were funded 56% by Cardiff and 44% by Solana Beach. Upon formation of the SEJPA in June 1987 the members continued funding SEJPA activities in this manner until May 1989, when the equity interests in the joint venture were revised to 50% Cardiff and 50% Solana Beach. To effect the change in equity interests, the City of Solana Beach agreed to pay Cardiff Sanitation District \$750,680, which included a premium on the value of the equity interest in the amount of \$437,782. This premium is being amortized over the estimated useful life of the facility of forty years.

A summary of the changes in the City's investment in the San Elijo Joint Powers Authority for the year ended June 30, 2024, is as follows:

Investment at June 30, 2023	\$ 37,054,566
Capital contribution	548,657
Current year share in the joint venture net income (loss)	<u>(859,390)</u>
Investment at June 30, 2024	<u>\$ 36,743,833</u>

The financial statements of the SEJPA can be obtained from the Solana Beach Finance Department located at Solana Beach City Hall, 635 S. Highway 101, Solana Beach, California 92075.



**Note 14: Non-City Obligations – Special Assessment Debt**

Bonds issued to finance public improvement projects in certain assessment districts are liabilities of the property owners and are secured by liens against the assessed property. The City acts as an agent for collection of principal and interest payments by the property owners and remittance of such monies to the bondholders.

The City has no obligation or duty to pay any delinquency out of any available funds of the City. Neither the faith, credit, nor the taxing power of the City is pledged to the payment of the bonds. Therefore, none of the following obligations are included in the accompanying basic financial statements.

**a. Undergrounding Districts**

During July 2006, the Solana Beach Public Financing Authority issued Assessment District Revenue Bonds totaling \$2,112,000 (less bond issuance costs of \$244,393) to finance the undergrounding of utility lines for the Barbara/Granados Avenue Utility Undergrounding District and the Pacific Avenue/East and West Circle Drive Utility Underground Assessment District. In July 2008, the City of Solana Beach issued \$480,000 (less bond issuance costs of \$87,775) to finance the undergrounding of utility lines on Marsolan Avenue. The outstanding bonds as of June 30, 2024, were \$1,585,000.

**b. South Solana Sewer District**

In November 2006, the Solana Beach Public Financing Authority issued Limited Obligation Improvement Bonds totaling \$570,000 (less bond issuance costs of \$5,742) to finance the construction of sewer improvements to connect 51 properties of the South Solana Beach Sewer District assessment district to the City's sewer system. The outstanding bonds as of June 30, 2024, were \$350,000.

**Note 15: Successor Agency Trust for Assets of Former Redevelopment Agency**

On December 29, 2011, the California Supreme Court upheld Assembly Bill 1X 26 ("the Bill") that provides for the dissolution of all redevelopment agencies in the State of California. This action impacted the reporting entity of the City of Solana Beach that previously had reported a redevelopment agency within the reporting entity of the City as a blended component unit.

After enactment of the law, which occurred on June 28, 2011, redevelopment agencies in the State of California cannot enter into new projects, obligations, or commitments. Subject to the control of a newly established oversight board, remaining assets can only be used to pay enforceable obligations in existence at the date of dissolution (including the completion of any unfinished projects that were subject to legally enforceable contractual commitments).

Management believes, in consultation with legal counsel, that the obligations of the former redevelopment agency due to the City are valid enforceable obligations payable by the successor agency trust under the requirements of the Bill. The City's position on this issue is not a position of settled law and there is considerable legal uncertainty regarding this issue. It is reasonably possible that a legal determination may be made at a later date by an appropriate judicial authority that would resolve this issue unfavorably to the City.

CITY OF SOLANA BEACH, CALIFORNIA

NOTES TO FINANCIAL STATEMENTS (CONTINUED)  
 JUNE 30, 2024

**Note 15: Successor Agency Trust for Assets of Former Redevelopment Agency (Continued)**

**a. Long-Term Debt**

The following debt was transferred from the Redevelopment Agency to the Successor Agency as of February 1, 2012, as a result of the dissolution. A description of long-term debt outstanding (excluding defeased debt) of the Successor Agency as of June 30, 2024, follows:

	Balance June 30, 2023	Additions	Deletions	Balance June 30, 2024	Due Within One Year
Fiduciary Funds:					
2017 Tax Allocation					
Refunding Bonds	\$ 2,035,900	\$ -	\$ 133,500	\$ 1,902,400	\$ 138,200

2017 Tax Allocation Refunding Bonds

On November 10, 2017, the Agency issued the 2017 Tax Allocation Bonds to be used for the purpose of providing funds to the Successor Agency to refund, on a current basis, the Solana Beach Redevelopment Agency, Solana Beach Redevelopment Project, Tax Allocation Bonds, Series and pay the costs of issuing the Bonds. These bonds have an 18-year maturity with the final maturity paid on December 1, 2035 and interest rate of 3.360% Interest on the bonds is payable semi-annually on June 1 and December 1, concluding on December 1, 2035.

The annual debt service requirements are as follows:

Year Ending June 30,	Principal	Interest	Total
2025	\$ 138,200	\$ 62,778	\$ 200,978
2026	142,700	58,098	200,798
2027	147,700	53,263	200,963
2028	152,500	48,260	200,760
2029	157,800	43,092	200,892
2030 - 2034	872,900	131,557	1,004,457
2035 - 2036	290,600	9,820	300,420
Total	\$ 1,902,400	\$ 406,868	\$ 2,309,268

Pledged Revenue

The City pledged, as security for bonds issued, either directly or through the Financing Authority, a portion of tax increment revenue (including Low- and Moderate-Income Housing set-aside and pass-through allocations) that it receives. The bonds issued were to provide financing for various capital projects, accomplish Low- and Moderate-Income Housing projects and to defease previously issued bonds. Assembly Bill 1X 26 provided that upon dissolution of the Redevelopment Agency, property taxes allocated to redevelopment agencies no longer are deemed tax increment but rather property tax revenues and will be allocated first to successor agencies to make payments on the indebtedness incurred by the dissolved redevelopment agency. Total principal and interest remaining on the debt is \$2,309,268 with annual debt service requirements as indicated above. For the current year, the total property tax revenue recognized by the City for the payment of indebtedness incurred by the dissolved redevelopment agency was \$267,466 and the debt service obligation on the bonds was \$200,802.

**Note 15: Successor Agency Trust for Assets of Former Redevelopment Agency (Continued)**

**b. Insurance**

The Successor Agency is covered under the City of Solana Beach's insurance policies. Therefore, the limitation and self-insured retentions applicable to the City also apply to the Successor Agency. Additional information as to coverage and self-insured retentions can be found in Note 8.

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## REQUIRED SUPPLEMENTARY INFORMATION

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CITY OF SOLANA BEACH, CALIFORNIA

**BUDGETARY COMPARISON SCHEDULE  
GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2024**

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ 23,180,254	\$ 23,180,254	\$ 23,180,254	\$ -
<b>Resources (Inflows):</b>				
Taxes:				
Property	10,373,200	10,573,200	10,948,079	374,879
Transient occupancy	1,900,360	2,100,360	2,218,237	117,877
Sales	8,800,000	9,200,000	9,470,357	270,357
Franchise and other	3,603,750	3,603,750	3,930,046	326,296
Licenses and permits	614,750	814,750	815,647	897
Intergovernmental	99,850	201,922	240,330	38,408
Charges for services	829,000	879,000	852,040	(26,960)
Use of money and property	461,975	461,975	1,825,425	1,363,450
Fines and forfeitures	320,200	320,200	528,722	208,522
Other revenues	3,455,803	4,733,732	4,912,594	178,862
<b>Amounts Available for Appropriations</b>	<b>53,639,142</b>	<b>56,069,143</b>	<b>58,921,731</b>	<b>2,852,588</b>
<b>Charges to Appropriations (Outflows):</b>				
General Government:				
City Council	351,315	367,815	363,957	3,858
City Clerk	623,687	706,687	648,491	58,196
Legal Services	533,475	533,475	424,834	108,641
City Manager	672,917	683,517	585,127	98,390
Finance	1,261,032	2,528,108	2,462,773	65,335
Personnel	660,665	598,665	508,336	90,329
Information Systems	723,344	740,573	678,044	62,529
Support Services	1,711,815	2,098,313	1,637,828	460,485
Total General Government	6,538,250	8,257,153	7,309,390	947,763
Public Safety:				
Marine safety	1,219,465	1,323,375	1,323,309	66
Law enforcement	4,819,738	4,819,738	4,816,255	3,483
Code & parking enforcement	309,447	309,447	289,305	20,142
Fire department	5,957,612	5,924,226	5,858,506	65,720
Animal regulation	94,000	94,000	93,236	764
Civil defense	154,591	154,591	154,118	473
Total Public Safety	12,554,853	12,625,377	12,534,729	90,648
Public Works:				
Street and other	2,663,505	2,645,574	2,365,220	280,354
Engineering	626,452	727,357	584,991	142,366
Public Facilities	101,500	122,526	122,438	88
Total Public Works	3,391,457	3,495,457	3,072,649	422,808
Community Development:				
Planning	1,113,292	1,077,182	910,372	166,810
Building services	536,794	670,044	612,608	57,436
Total Community Development	1,650,086	1,747,226	1,522,980	224,246
Community Services:				
Community services	182,902	196,502	186,292	10,210
Recreation programs	684,022	699,472	682,390	17,082
Total Community Services	866,924	895,974	868,682	27,292
Capital Outlay	1,328,800	1,734,735	1,178,321	556,414
Interest Expense	35,196	35,196	35,196	-
<b>Total Charges to Appropriations</b>	<b>26,365,566</b>	<b>28,791,118</b>	<b>26,521,947</b>	<b>2,269,171</b>
<b>Other Financing Sources (Uses):</b>				
Transfers in	1,367,130	1,733,400	-	(1,733,400)
Transfers out	(1,713,400)	(5,783,400)	(4,050,000)	(1,733,400)
<b>Total Other Financing Sources (Uses)</b>	<b>(346,270)</b>	<b>(4,050,000)</b>	<b>(4,050,000)</b>	<b>(3,466,800)</b>
<b>Budgetary Fund Balance, June 30</b>	<b>\$ 26,927,306</b>	<b>\$ 23,228,025</b>	<b>\$ 28,349,784</b>	<b>\$ 1,654,959</b>

See Accompanying Notes to the Required Supplementary Information.

CITY OF SOLANA BEACH, CALIFORNIA

**SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY  
MISCELLANEOUS EMPLOYEES PENSION PLAN  
LAST TEN FISCAL YEARS  
JUNE 30, 2024**

<b>Measurement Date</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>
City of Solana Beach's Proportion of the Net Pension Liability	0.15726%	0.15566%	0.06644%	0.05654%	0.05532%
City of Solana Beach's Proportionate Share of the Net Pension Liability	\$ 7,863,579	\$ 7,283,498	\$ 3,593,385	\$ 6,151,557	\$ 5,668,839
City of Solana Beach's Miscellaneous Employees Plan Covered Payroll	\$ 4,807,042	\$ 3,483,076	\$ 3,353,666	\$ 3,312,829	\$ 3,058,602
City of Solana Beach's Proportionate Share of the Net Pension Liability as a Percentage of the Miscellaneous Employees Plan Covered Payroll	163.58%	209.11%	107.15%	185.69%	185.34%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	72.59%	73.14%	88.29%	75.10%	75.26%
<b>Measurement Date</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>
City of Solana Beach's Proportion of the Net Pension Liability	0.05550%	0.05313%	0.05241%	0.05706%	0.04245%
City of Solana Beach's Proportionate Share of the Net Pension Liability	\$ 5,177,151	\$ 5,268,836	\$ 4,534,940	\$ 3,550,604	\$ 2,651,591
City of Solana Beach's Miscellaneous Employees Plan Covered Payroll	\$ 2,879,582	\$ 2,721,499	\$ 2,593,359	\$ 2,409,776	\$ 2,517,165
City of Solana Beach's Proportionate Share of the Net Pension Liability as a Percentage of the Miscellaneous Employees Plan Covered Payroll	179.79%	193.60%	174.87%	147.34%	105.34%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	75.26%	72.59%	75.87%	79.82%	78.40%

See Accompanying Notes to the Required Supplementary Information.

**CITY OF SOLANA BEACH, CALIFORNIA**

**SCHEDULE OF EMPLOYER'S CONTRIBUTIONS  
MISCELLANEOUS EMPLOYEES PENSION PLAN  
LAST TEN FISCAL YEARS  
JUNE 30, 2024**

<b>Fiscal Year</b>	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>	<b>2020</b>
Actuarially Determined Contribution	\$ 940,970	\$ 886,210	\$ 768,847	\$ 685,457	\$ 636,152
Contribution in Relation to the Actuarially Determined Contribution	<u>940,970</u>	<u>886,210</u>	<u>768,847</u>	<u>685,457</u>	<u>636,152</u>
Contribution Excess (Deficiency)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
City of Solana Beach's Miscellaneous Employees Plan Covered Payroll	\$ 5,470,650	\$ 4,807,042	\$ 3,483,076	\$ 3,353,666	\$ 3,312,829
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	17.20%	18.44%	22.07%	20.44%	19.20%

<b>Fiscal Year</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>
Actuarially Determined Contribution	\$ 541,582	\$ 460,816	\$ 417,318	\$ 385,634	\$ 330,415
Contribution in Relation to the Actuarially Determined Contribution	<u>541,582</u>	<u>460,816</u>	<u>417,318</u>	<u>385,634</u>	<u>330,415</u>
Contribution Excess (Deficiency)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
City of Solana Beach's Miscellaneous Employees Plan Covered Payroll	\$ 3,058,602	\$ 2,879,582	\$ 2,721,499	\$ 2,593,359	\$ 2,409,776
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	17.71%	16.00%	15.33%	14.87%	

See Accompanying Notes to the Required Supplementary Information.

**CITY OF SOLANA BEACH, CALIFORNIA**

**SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY  
SAFETY EMPLOYEES PENSION PLAN  
LAST TEN FISCAL YEARS  
JUNE 30, 2024**

<b>Measurement Date</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>
City of Solana Beach's Proportion of the Net Pension Liability	0.17562%	0.17683%	0.12686%	0.09655%	0.09380%
City of Solana Beach's Proportionate Share of the Net Pension Liability	\$ 13,127,102	\$ 12,151,239	\$ 6,861,102	\$ 10,505,198	\$ 9,611,934
City of Solana Beach's Miscellaneous Employees Plan Covered Payroll	\$ 3,640,252	\$ 2,258,877	\$ 2,138,322	\$ 2,389,544	\$ 2,270,208
City of Solana Beach's Proportionate Share of the Net Pension Liability as a Percentage of the Miscellaneous Employees Plan Covered Payroll	360.61%	537.93%	320.86%	439.63%	423.39%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	68.70%	69.25%	88.29%	75.10%	75.26%
<b>Measurement Date</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>
City of Solana Beach's Proportion of the Net Pension Liability	0.09361%	0.08816%	0.08774%	0.09490%	0.07208%
City of Solana Beach's Proportionate Share of the Net Pension Liability	\$ 8,884,523	\$ 8,742,997	\$ 7,592,101	\$ 5,905,301	\$ 4,940,589
City of Solana Beach's Miscellaneous Employees Plan Covered Payroll	\$ 2,249,144	\$ 2,115,191	\$ 2,116,065	\$ 1,997,991	\$ 1,925,616
City of Solana Beach's Proportionate Share of the Net Pension Liability as a Percentage of the Miscellaneous Employees Plan Covered Payroll	395.02%	413.34%	358.78%	295.56%	256.57%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	75.26%	72.59%	75.87%	79.82%	78.40%

See Accompanying Notes to the Required Supplementary Information.



CITY OF SOLANA BEACH, CALIFORNIA

**SCHEDULE OF EMPLOYER'S CONTRIBUTIONS  
SAFETY EMPLOYEES PENSION PLAN  
LAST TEN FISCAL YEARS  
JUNE 30, 2024**

<b>Fiscal Year</b>	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>	<b>2020</b>
Actuarially Determined Contribution	\$ 1,366,543	\$ 1,309,122	\$ 1,169,287	\$ 1,045,632	\$ 988,753
Contribution in Relation to the Actuarially Determined Contribution	<u>1,366,543</u>	<u>1,309,122</u>	<u>1,169,287</u>	<u>1,045,632</u>	<u>988,753</u>
Contribution Excess (Deficiency)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
City of Solana Beach's Miscellaneous Employees Plan Covered Payroll	\$ 3,888,044	\$ 3,640,252	\$ 2,258,877	\$ 2,138,322	\$ 2,389,544
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	35.15%	35.96%	51.76%	48.90%	41.38%
<b>Fiscal Year</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>
Actuarially Determined Contribution	\$ 838,065	\$ 717,659	\$ 673,212	\$ 619,022	\$ 519,933
Contribution in Relation to the Actuarially Determined Contribution	<u>838,065</u>	<u>717,659</u>	<u>673,212</u>	<u>619,022</u>	<u>519,933</u>
Contribution Excess (Deficiency)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
City of Solana Beach's Miscellaneous Employees Plan Covered Payroll	\$ 2,270,208	\$ 2,249,144	\$ 2,115,191	\$ 2,116,065	\$ 1,997,991
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	36.92%	31.91%	31.83%	29.25%	26.02%

See Accompanying Notes to the Required Supplementary Information.

## CITY OF SOLANA BEACH, CALIFORNIA

**SCHEDULE OF CHANGES IN NET OPEB LIABILITY AND RELATED RATIOS**  
**RETIREE HEALTHCARE PLAN**  
**LAST TEN FISCAL YEARS**  
**JUNE 30, 2024**

	2024	2023	2022	2021	2020	2019	2018	2017
<b>TOTAL OPEB LIABILITY</b>								
Service cost	\$ 119,498	\$ 116,300	\$ 118,609	\$ 115,154	\$ 140,334	\$ 218,793	\$ 231,577	\$ 225,000
Interest	201,827	198,346	214,173	210,592	231,171	187,559	172,035	164,000
Actual vs. expected experience	(198,698)	-	(43,558)	-	(42,558)	-	-	-
Assumption changes	(134,658)	-	11,837	-	(384,986)	(1,145,939)	(242,883)	-
Benefit payments	(248,605)	(260,465)	(263,592)	(275,453)	(248,040)	(230,041)	(219,042)	(147,532)
Net Changes	(260,636)	54,181	37,469	50,293	(304,079)	(969,628)	(58,313)	241,468
Total OPEB Liability - Beginning	3,674,391	3,620,210	3,582,741	3,532,448	3,836,527	4,806,155	4,864,468	4,623,000
<b>Total OPEB Liability - Ending (a)</b>	<b>\$ 3,413,755</b>	<b>\$ 3,674,391</b>	<b>\$ 3,620,210</b>	<b>\$ 3,582,741</b>	<b>\$ 3,532,448</b>	<b>\$ 3,836,527</b>	<b>\$ 4,806,155</b>	<b>\$ 4,864,468</b>
<b>PLAN FIDUCIARY NET POSITION</b>								
Contributions - employer	\$ 369,427	\$ 398,228	\$ 402,299	\$ 480,132	\$ 446,751	\$ 484,191	\$ 307,582	\$ 233,000
Net investment income	160,626	95,935	(189,608)	210,366	20,418	27,769	23,652	17,000
Benefit payments	(248,605)	(260,465)	(263,592)	(275,453)	(248,040)	(227,210)	(219,042)	(148,000)
Administrative expenses	(5,411)	(4,005)	(3,959)	(3,382)	(4,056)	(2,496)	(2,062)	-
Other changes	-	-	-	(1,390)	-	-	-	151
Net Changes	276,037	229,693	(54,860)	410,273	215,073	282,254	110,130	102,151
Plan Fiduciary Net Position - Beginning	1,433,714	1,204,021	1,258,881	848,608	633,535	351,281	241,151	139,000
<b>Plan Fiduciary Net Position - Ending (b)</b>	<b>\$ 1,709,751</b>	<b>\$ 1,433,714</b>	<b>\$ 1,204,021</b>	<b>\$ 1,258,881</b>	<b>\$ 848,608</b>	<b>\$ 633,535</b>	<b>\$ 351,281</b>	<b>\$ 241,151</b>
<b>PLAN NET OPEB LIABILITY - ENDING (a) - (b)</b>	<b>\$ 1,704,004</b>	<b>\$ 2,240,677</b>	<b>\$ 2,416,189</b>	<b>\$ 2,323,860</b>	<b>\$ 2,683,840</b>	<b>\$ 3,202,992</b>	<b>\$ 4,454,874</b>	<b>\$ 4,623,317</b>
Retiree Healthcare Plan Fiduciary Net Position as a Percentage of the Plan Total OPEB Liability	50.08%	39.02%	33.26%	35.14%	24.02%	16.51%	7.31%	4.96%
City of Solana Beach's Retiree Healthcare Plan Covered-Employee Payroll	\$ 8,681,872	\$ 7,935,037	\$ 7,935,037	\$ 7,671,497	\$ 7,533,033	\$ 7,506,736	\$ 7,050,741	\$ 6,666,082
City of Solana Beach's Net Retiree Healthcare Plan OPEB Liability as a Percentage of Retiree Healthcare Plan Covered-Employee Payroll	19.63%	28.24%	30.45%	30.29%	35.63%	42.67%	63.18%	69.36%

See Accompanying Notes to the Required Supplementary Information.

**CITY OF SOLANA BEACH, CALIFORNIA**

**SCHEDULE OF EMPLOYER CONTRIBUTIONS  
RETIREE HEALTHCARE PLAN  
LAST TEN FISCAL YEARS  
JUNE 30, 2024**

	<u>2024</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>
Retiree Healthcare Plan Actuarially Determined Contribution	\$ 317,950	\$ 321,907	\$ 318,390	\$ 389,000	\$ 378,000
Retiree Healthcare Plan Contributions in Relation to the Actuarially Determined Contribution	<u>369,427</u>	<u>398,228</u>	<u>402,299</u>	<u>480,132</u>	<u>446,751</u>
Contribution Excess (Deficiency)	<u>\$ 51,477</u>	<u>\$ 76,321</u>	<u>\$ 83,909</u>	<u>\$ 91,132</u>	<u>\$ 68,751</u>
Retiree Healthcare Plan Covered-Employee Payroll	\$ 8,681,872	\$ 7,935,037	\$ 7,671,497	\$ 7,533,033	\$ 7,506,736
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	4.26%	5.02%	5.24%	6.37%	5.95%

	<u>2019</u>	<u>2018</u>	<u>2017</u>
Actuarially Determined Contribution	\$ 484,191	\$ 220,491	\$ 531,000
Contribution in Relation to the Actuarially Determined Contribution	<u>484,191</u>	<u>252,055</u>	<u>233,000</u>
Contribution Excess (Deficiency)	<u>\$ -</u>	<u>\$ 31,564</u>	<u>\$ (298,000)</u>
City of Solana Beach's Miscellaneous Employees Plan Covered Payroll	\$ 7,050,741	\$ 6,666,082	\$ 6,406,137
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	6.87%	3.78%	3.64%

**NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION  
JUNE 30, 2024**

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**Note 1: Budgetary Information**

The City is required by its municipal code to adopt an annual budget on or before June 30 for the ensuing fiscal year. The budget is adopted on a basis consistent with accounting principles generally accepted in the United States of America. From the effective date of the budget adoption, the amounts budgeted become the “annual appropriated budget.” The annual appropriated budget is adopted for the General Fund, special revenue funds, capital projects funds and debt service funds.

The City Council may amend the budget by motion during the fiscal year. The appropriations constitute the budget for the 2023-2024 fiscal year and the City Manager is authorized to transfer monies between accounts within a department, provided that the total budget for the department is not exceeded. Transfer of monies from one department of the City to another, or from one fund to another, shall be approved by the City Council. However, any revisions that alter total expenditures of any fund must be approved by the City Council.

Expenditures may not legally exceed appropriations at the fund level. Appropriations lapse at the end of the fiscal year. Selected appropriations are carried over. Project-length financial plans are adopted for the City capital projects. Supplemental appropriations, which increase appropriations, may be made during the fiscal year.

**Note 2: Miscellaneous and Safety Employees’ Pension Plans**

1. Benefit Changes:
  - a. There were no changes to benefit terms that applied to all members of the Public Agency Pool. However, individual employers in the Plan may have provided a benefit improvement to their employees such as Golden Handshakes, service purchases, and other prior service costs.
  - b. In 2022, SB 1168 increased the standard retiree lump sum death benefit from \$500 to \$2,000 for any death occurring on or after July 1, 2023. For pooled plans this is a Class 3 benefit and there is no normal cost surcharge. The impact on the unfunded liability is included in the pool's differences between expected and actual experience.
2. Changes of Assumptions:
  - a. There were no assumption changes in 2023. Effective with the June 30, 2021 valuation date (June 30, 2022 measurement date), the accounting discount rate was reduced from 7.15% to 6.90%. In determining the long-term expected rate of return, CalPERS took into account long-term market return expectations as well as the expected pension fund cash flows. In addition, demographic assumptions and the price inflation assumption were changed in accordance with the 2021 CalPERS Experience Study and Review of Actuarial Assumptions. The accounting discount rate was 7.15% for measurement dates June 30, 2017 through June 30, 2021, 7.65% for measurement dates June 30, 2015 through June 30, 2016, and 7.50% for measurement date June 30, 2014.

NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION (CONTINUED)  
JUNE 30, 2024

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**Note 2: Miscellaneous and Safety Employees' Pension Plans (Continued)**

3. Methods and assumptions used to determine contribution rates for the most recent year include:
  - a. Valuation Date: June 30, 2021
  - b. Actuarial Cost Method: Entry Age Normal Cost Method
  - c. Amortization Method: Varies by date established and source. May be level dollar or level percent of pay and may include direct rate smoothing.
  - d. Asset Valuation Method: Market value of assets
  - e. Inflation: 2.30%
  - f. Salary Increases: Varies by category, entry age and duration of service.
  - g. Discount Rate: 6.80% (net of administrative expenses)
  - h. Payroll Growth: 2.80%

**Note 3: Retiree Healthcare Plan Other Post-Employment Benefits Plan**

1. The schedules are intended to show information for ten years. Historical information is required only for years for which GASB Statement Nos. 74 and 75 are applicable; fiscal year 2016-17 was the first year of implementation. Additional years will be displayed as they become available.
2. There were no changes of benefit terms.
3. Methods and assumptions used to determine contribution rates for the most recent year include:
  - a. Actuarial Valuation Date: June 30, 2023
  - b. Contribution Policy: City contributes full ADC
  - c. Discount Rate and Long-Term Expected Rate of Return on Assets: 5.50% at June 30, 2024; 5.50% at June 30, 2023; Expected City contributions projected to keep sufficient plan assets to pay all benefits from trust
  - d. General Inflation: 2.50% annually
  - e. Mortality, Retirement, Disability, Termination: CalPERS 2000-2019 Experience Study
  - f. Mortality improvement: Mortality projected fully generational with Scale MP-2021
  - g. The schedules are intended to show information for ten years. Historical information is required only for years for which GASB Statement Nos. 74 and 75 are applicable; fiscal year 2016-17 was the first year of implementation. Additional years will be displayed as they become available.
  - h. Salary Increases: Aggregate -2.75% annually; Merit – CalPERS 2000-2019 Experience Study
  - i. Medical Trend: Non-Medicare – 8.50% for 2025, decreasing to an ultimate rate of 3.45% in 2076; Medicare (Non-Kaiser)– 7.50% for 2025, decreasing to an ultimate rate of 3.45% in 2076; Medicare (Kaiser) – 6.25% for 2025, decreasing to an ultimate rate of 3.45% in 2076.
  - j. PEMHCA Minimum Increases: 3.50% annually
  - k. Cap Increases: No increases on \$325 and \$290 benefit
  - l. Healthcare Participation for Future Retirees: Actives & Surviving Spouses Hired < 1/1/07: Covered – 90%; Waived – 70%. Actives & Surviving Spouses Hired > 1/1/07: Covered – 60%; Waived – 50%. Retirees & Surviving Spouses: Covered 100%; Waived < 65 – 20% at 65; Waived > 65 – 0%
  - m. Changes of Assumptions:
    - i. The implicit subsidy was removed for PEMHCA minimum retirees after Medicare eligibility

NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION (CONTINUED)  
JUNE 30, 2024

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**Note 3: Retiree Healthcare Plan Other Post-Employment Benefits Plan (Continued)**

- ii. CalPERS 2000-2019 Experience Study was used for demographic assumptions and merit salary increases
- iii. Mortality improvement scale was updated to Scale MP-2021
- iv. Updated medical trend rates
  - v. PEMHCA minimum trend rate updated from 3.75% to 3.50%
  - vi. Waived retiree re-election updated to 0% at age 65
- n. Changes of benefit terms: None

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## SUPPLEMENTARY INFORMATION

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## NON-MAJOR GOVERNMENTAL FUNDS

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**Gas Tax Fund** - accounts for revenues received and expenditures made for street-related activities. Revenues are received from the State of California for the City's share of gasoline taxes pursuant to California Streets and Highways Code Sections 2105, 2106, 2107, and 2107.5.

**TransNet Fund** – accounts for revenues received and expenditures related to transportation development, transit, and related studies. Funding is provided to the City as a secondary recipient under an agreement with the County of San Diego and with San Diego Associations of Governments.

**Municipal Improvement Districts Fund** - accounts for receipts and expenditures related to landscape maintenance within the various improvement districts. The assessments are collected via the County tax roll.

**Lighting District Fund** - accounts for the revenues received and expenditures related to streetlights on the City's streets. The City determines the yearly budget, and property owners are charged their proportionate share on a per-unit basis. The assessments are collected via the County tax roll.

**COPS Fund** - accounts for federal and state grants received for police services.

**Public Safety Fund** - accounts for federal and state grants received for public safety.

**Fire Mitigation Fund** - accounts for fire mitigation fees collected during new structural development based on construction type and size. The fees are restricted to equipment purchases only.

**CDBG Fund** - accounts for the revenues and expenditures of the Community Development Block Grant program.

**Coastal Area Business/Visitor Assistance and Enhancement Fund** - accounts for expenditures that include local visitor and business promotion such as assistance to the Chamber of Commerce and North County Convention and Visitor's Bureau, special events such as the Fiesta Del Sol, public art, and visitor enhancements to the Highway 101 business corridor or the Cedros Design District.

**Boating and Waterways Fund** - accounts for grants received from the Department of Boating and Waterways. These funds are being used to fund the US Army Corps of Engineers beach replenishment study.

**Miscellaneous Grants Fund** - accounts for grants received to fund various ongoing capital projects.

**Developer Pass-Thru Fund** - accounts for resources reserved to developer deposits.

**Housing Fund** - accounts for resources reserved to provide for low- and moderate-income housing.

**Camp Programs Fund** - accounts for camp programs in the City.

**SB1 Streets & Roads Fund** - accounts for revenues received and expenditures made for street-related activities. Revenues are received from the State of California for the City's share of SB1 taxes pursuant.

**Assessment Districts CIP Fund** - accounts for capital projects in the assessment districts.

**Sand Replenishment Fund** – accounts for sand replenishment, sand retention, and coastal improvement projects.

**City Debt Service Fund** - accounts for debt service in the City.

CITY OF SOLANA BEACH, CALIFORNIA

COMBINING BALANCE SHEET  
NONMAJOR GOVERNMENTAL FUNDS  
JUNE 30, 2024

	<u>Special Revenue Funds</u>		
	<u>Gas Tax</u>	<u>TransNet</u>	<u>Municipal Improvement Districts</u>
<b>ASSETS</b>			
Cash and investments	\$ 723,311	\$ 394,322	\$ 1,434,792
Receivables:			
Accounts	-	-	-
Interest	2,345	986	4,510
Intergovernmental	31,010	-	6,091
Inventories	-	-	-
Total Assets	<u>\$ 756,666</u>	<u>\$ 395,308</u>	<u>\$ 1,445,393</u>
<b>LIABILITIES</b>			
Accounts payable	\$ 7,152	\$ -	\$ 124,282
Accrued liabilities	-	-	880
Unearned revenues	-	-	-
Due to other funds	-	-	-
Total Liabilities	<u>7,152</u>	<u>-</u>	<u>125,162</u>
<b>FUND BALANCES</b>			
Nonspendable	-	-	-
Restricted	749,514	395,308	1,320,231
Unassigned (Deficit)	-	-	-
Total Fund Balances (Deficit)	<u>749,514</u>	<u>395,308</u>	<u>1,320,231</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances (Deficit)	<u>\$ 756,666</u>	<u>\$ 395,308</u>	<u>\$ 1,445,393</u>

CITY OF SOLANA BEACH, CALIFORNIA

COMBINING BALANCE SHEET  
NONMAJOR GOVERNMENTAL FUNDS  
JUNE 30, 2024

(continued)

	<u>Special Revenue Funds</u>		
	<u>Lighting</u>		
	<u>District</u>	<u>COPS</u>	<u>Public Safety</u>
<b>ASSETS</b>			
Cash and investments	\$ 3,656,174	\$ 358,599	\$ 717,101
Receivables:			
Accounts	-	-	104,176
Interest	11,486	-	2,234
Intergovernmental	6,301	-	-
Inventories	-	-	-
Total Assets	<u>\$ 3,673,961</u>	<u>\$ 358,599</u>	<u>\$ 823,511</u>
<b>LIABILITIES</b>			
Accounts payable	\$ 11,888	\$ 24,056	\$ 9,962
Accrued liabilities	8,686	-	994
Unearned revenues	-	-	-
Due to other funds	-	-	-
Total Liabilities	<u>20,574</u>	<u>24,056</u>	<u>10,956</u>
<b>FUND BALANCES</b>			
Nonspendable	-	-	-
Restricted	3,653,387	334,543	812,555
Unassigned (Deficit)	-	-	-
Total Fund Balances (Deficit)	<u>3,653,387</u>	<u>334,543</u>	<u>812,555</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances (Deficit)	<u>\$ 3,673,961</u>	<u>\$ 358,599</u>	<u>\$ 823,511</u>

CITY OF SOLANA BEACH, CALIFORNIA

COMBINING BALANCE SHEET  
NONMAJOR GOVERNMENTAL FUNDS  
JUNE 30, 2024

(continued)

	<u>Special Revenue Funds</u>		
	<u>Fire Mitigation</u>	<u>CDBG</u>	<u>Coastal Area Business / Visitor Assistance &amp; Enhancement</u>
<b>ASSETS</b>			
Cash and investments	\$ 63,111	\$ -	\$ 1,355,738
Receivables:			
Accounts	-	-	-
Interest	201	-	3,532
Intergovernmental	-	741	-
Inventories	-	-	-
Total Assets	<u>\$ 63,312</u>	<u>\$ 741</u>	<u>\$ 1,359,270</u>
<b>LIABILITIES</b>			
Accounts payable	\$ 2,107	\$ -	\$ 4,667
Accrued liabilities	-	-	-
Unearned revenues	-	-	-
Due to other funds	-	17,478	-
Total Liabilities	<u>2,107</u>	<u>17,478</u>	<u>4,667</u>
<b>FUND BALANCES</b>			
Nonspendable	-	-	-
Restricted	61,205	-	1,354,603
Unassigned (Deficit)	-	(16,737)	-
Total Fund Balances (Deficit)	<u>61,205</u>	<u>(16,737)</u>	<u>1,354,603</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances (Deficit)	<u>\$ 63,312</u>	<u>\$ 741</u>	<u>\$ 1,359,270</u>

CITY OF SOLANA BEACH, CALIFORNIA

COMBINING BALANCE SHEET  
NONMAJOR GOVERNMENTAL FUNDS  
JUNE 30, 2024

(continued)

	<u>Special Revenue Funds</u>		
	<u>Boating &amp; Waterways</u>	<u>Miscellaneous Grants</u>	<u>Developer Pass-Thru</u>
<b>ASSETS</b>			
Cash and investments	\$ 3,967	\$ 36,365	\$ 554,361
Receivables:			
Accounts	-	-	-
Interest	-	-	-
Intergovernmental	-	200,658	-
Inventories	-	-	-
Total Assets	<u>\$ 3,967</u>	<u>\$ 237,023</u>	<u>\$ 554,361</u>
<b>LIABILITIES</b>			
Accounts payable	\$ -	\$ 409	\$ 10,353
Accrued liabilities	-	-	-
Unearned revenues	-	102,514	544,008
Due to other funds	-	-	-
Total Liabilities	<u>-</u>	<u>102,923</u>	<u>554,361</u>
<b>FUND BALANCES</b>			
Nonspendable	-	-	-
Restricted	3,967	134,100	-
Unassigned (Deficit)	-	-	-
Total Fund Balances (Deficit)	<u>3,967</u>	<u>134,100</u>	<u>-</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances (Deficit)	<u>\$ 3,967</u>	<u>\$ 237,023</u>	<u>\$ 554,361</u>

CITY OF SOLANA BEACH, CALIFORNIA

COMBINING BALANCE SHEET  
NONMAJOR GOVERNMENTAL FUNDS  
JUNE 30, 2024

(continued)

	<u>Special Revenue Funds</u>		
	<u>Housing</u>	<u>Camp Programs</u>	<u>SB 1 Streets &amp; Roads</u>
<b>ASSETS</b>			
Cash and investments	\$ 1,457,020	\$ -	\$ 410,371
Receivables:			
Accounts	-	5,176	-
Interest	4,525	-	1,204
Intergovernmental	-	-	58,003
Inventories	-	44,707	-
Total Assets	<u>\$ 1,461,545</u>	<u>\$ 49,883</u>	<u>\$ 469,578</u>
<b>LIABILITIES</b>			
Accounts payable	\$ -	\$ 17,510	\$ -
Accrued liabilities	-	48,961	-
Unearned revenues	-	-	-
Due to other funds	-	33,289	-
Total Liabilities	-	<u>99,760</u>	-
<b>FUND BALANCES</b>			
Nonspendable	-	44,707	-
Restricted	1,461,545	-	469,578
Unassigned (Deficit)	-	(94,584)	-
Total Fund Balances (Deficit)	<u>1,461,545</u>	<u>(49,877)</u>	<u>469,578</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances (Deficit)	<u>\$ 1,461,545</u>	<u>\$ 49,883</u>	<u>\$ 469,578</u>

CITY OF SOLANA BEACH, CALIFORNIA

COMBINING BALANCE SHEET  
NONMAJOR GOVERNMENTAL FUNDS  
JUNE 30, 2024

(continued)

	Capital Project Funds		Debt Service Fund	
	Assessment Districts CIP	Sand Replenishment	City Debt Service	Total
<b>ASSETS</b>				
Cash and investments	\$ 103,473	\$ 1,405,249	\$ 61,073	\$ 12,735,027
Receivables:				
Accounts	-	-	-	109,352
Interest	-	3,072	-	34,095
Intergovernmental	-	-	-	302,804
Inventories	-	-	-	44,707
Total Assets	<u>\$ 103,473</u>	<u>\$ 1,408,321</u>	<u>\$ 61,073</u>	<u>\$ 13,225,985</u>
<b>LIABILITIES</b>				
Accounts payable	\$ 3,063	\$ 19,805	\$ 35,187	\$ 270,441
Accrued liabilities	-	-	-	59,521
Unearned revenues	-	-	-	646,522
Due to other funds	-	-	-	50,767
Total Liabilities	<u>3,063</u>	<u>19,805</u>	<u>35,187</u>	<u>1,027,251</u>
<b>FUND BALANCES</b>				
Nonspendable	-	-	-	44,707
Restricted	100,410	1,388,516	25,886	12,265,348
Unassigned (Deficit)	-	-	-	(111,321)
Total Fund Balances (Deficit)	<u>100,410</u>	<u>1,388,516</u>	<u>25,886</u>	<u>12,198,734</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances (Deficit)	<u>\$ 103,473</u>	<u>\$ 1,408,321</u>	<u>\$ 61,073</u>	<u>\$ 13,225,985</u>



**CITY OF SOLANA BEACH, CALIFORNIA**

**COMBINING STATEMENT OF REVENUES,  
EXPENDITURES AND  
CHANGES IN FUND BALANCES  
NONMAJOR GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED JUNE 30, 2024**

	<b>Special Revenue Funds</b>		
	<b>Gas Tax</b>	<b>TransNet</b>	<b>Municipal Improvement Districts</b>
<b>REVENUES</b>			
Taxes and assessments	\$ 360,508	\$ -	\$ 808,878
License and permits	-	-	-
Intergovernmental	-	640,105	2,575
Charges for services	-	-	-
Use of money and property	31,276	12,149	58,389
Other revenues	1,200	-	-
<b>Total Revenues</b>	<b>392,984</b>	<b>652,254</b>	<b>869,842</b>
<b>EXPENDITURES</b>			
Current:			
Public safety	-	-	-
Public works	417	3,776	812,393
Community development	-	-	-
Community services	-	-	-
Capital outlay	315,727	315,000	-
Debt service:			
Principal retirement	-	-	-
Interest and fiscal charges	-	325,105	-
<b>Total Expenditures</b>	<b>316,144</b>	<b>643,881</b>	<b>812,393</b>
Excess (Deficiency) of Revenue Over (Under) Expenditures	76,840	8,373	57,449
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfers in	-	-	-
Transfers out	-	-	-
<b>Total Other Financing Sources (Uses)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Change in Fund Balance</b>	<b>76,840</b>	<b>8,373</b>	<b>57,449</b>
<b>Fund Balances (Deficit):</b>			
Fund Balance - Beginning	672,674	386,935	1,262,782
Fund Balance - Ending	\$ 749,514	\$ 395,308	\$ 1,320,231

CITY OF SOLANA BEACH, CALIFORNIA

**COMBINING STATEMENT OF REVENUES  
EXPENDITURES AND  
CHANGES IN FUND BALANCES  
NONMAJOR GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED JUNE 30, 2024**

(continued)

	<u>Special Revenue Funds</u>		
	<u>Lighting District</u>	<u>COPS</u>	<u>Public Safety</u>
<b>REVENUES</b>			
Taxes and assessments	\$ 772,833	\$ -	\$ -
License and permits	-	-	-
Intergovernmental	3,051	186,159	260,369
Charges for services	-	-	-
Use of money and property	152,345	10,633	11,240
Other revenues	-	-	17,898
Total Revenues	<u>928,229</u>	<u>196,792</u>	<u>289,507</u>
<b>EXPENDITURES</b>			
Current:			
Public safety	-	208,364	188,151
Public works	723,908	-	-
Community development	-	-	-
Community services	-	-	-
Capital outlay	-	-	-
Debt service:			
Principal retirement	-	-	-
Interest and fiscal charges	-	-	-
Total Expenditures	<u>723,908</u>	<u>208,364</u>	<u>188,151</u>
Excess (Deficiency) of Revenue Over (Under) Expenditures	<u>204,321</u>	<u>(11,572)</u>	<u>101,356</u>
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfers in	-	-	-
Transfers out	(70,375)	-	-
Total Other Financing Sources (Uses)	<u>(70,375)</u>	<u>-</u>	<u>-</u>
Net Change in Fund Balance	<u>133,946</u>	<u>(11,572)</u>	<u>101,356</u>
<b>Fund Balances (Deficit):</b>			
Fund Balance - Beginning	<u>3,519,441</u>	<u>346,115</u>	<u>711,199</u>
Fund Balance - Ending	<u>\$ 3,653,387</u>	<u>\$ 334,543</u>	<u>\$ 812,555</u>

CITY OF SOLANA BEACH, CALIFORNIA

**COMBINING STATEMENT OF REVENUES  
EXPENDITURES AND  
CHANGES IN FUND BALANCES  
NONMAJOR GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED JUNE 30, 2024**

(continued)

	<u>Special Revenue Funds</u>		
	<u>Fire Mitigation</u>	<u>CDBG</u>	<u>Coastal Area Business/Visitor Assistance &amp; Enhancement</u>
<b>REVENUES</b>			
Taxes and assessments	\$ -	\$ -	\$ 221,824
License and permits	-	-	-
Intergovernmental	-	741	-
Charges for services	22,101	-	-
Use of money and property	1,141	-	45,431
Other revenues	-	-	5,394
Total Revenues	<u>23,242</u>	<u>741</u>	<u>272,649</u>
<b>EXPENDITURES</b>			
Current:			
Public safety	26,908	741	-
Public works	-	-	-
Community development	-	-	77,707
Community services	-	-	-
Capital outlay	-	-	-
Debt service:			
Principal retirement	-	-	-
Interest and fiscal charges	-	-	-
Total Expenditures	<u>26,908</u>	<u>741</u>	<u>77,707</u>
Excess (Deficiency) of Revenue Over (Under) Expenditures	<u>(3,666)</u>	<u>-</u>	<u>194,942</u>
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfers in	-	-	-
Transfers out	-	-	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Fund Balance	<u>(3,666)</u>	<u>-</u>	<u>194,942</u>
<b>Fund Balances (Deficit):</b>			
Fund Balance - Beginning	<u>64,871</u>	<u>(16,737)</u>	<u>1,159,661</u>
Fund Balance - Ending	<u>\$ 61,205</u>	<u>\$ (16,737)</u>	<u>\$ 1,354,603</u>

CITY OF SOLANA BEACH, CALIFORNIA

**COMBINING STATEMENT OF REVENUES  
EXPENDITURES AND  
CHANGES IN FUND BALANCES  
NONMAJOR GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED JUNE 30, 2024**

(continued)

	<u>Special Revenue Funds</u>		
	<u>Boating &amp; Waterways</u>	<u>Miscellaneous Grants</u>	<u>Developer Pass-Thru</u>
<b>REVENUES</b>			
Taxes and assessments	\$ -	\$ -	\$ -
License and permits	-	-	-
Intergovernmental	-	308,667	-
Charges for services	-	-	61,183
Use of money and property	-	45,804	-
Other revenues	-	-	-
Total Revenues	<u>-</u>	<u>354,471</u>	<u>61,183</u>
<b>EXPENDITURES</b>			
Current:			
Public safety	-	50,000	-
Public works	-	31,860	-
Community development	-	-	61,183
Community services	-	-	-
Capital outlay	-	226,807	-
Debt service:			
Principal retirement	-	-	-
Interest and fiscal charges	-	-	-
Total Expenditures	<u>-</u>	<u>308,667</u>	<u>61,183</u>
Excess (Deficiency) of Revenue Over (Under) Expenditures	<u>-</u>	<u>45,804</u>	<u>-</u>
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfers in	-	-	-
Transfers out	-	-	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Fund Balance	<u>-</u>	<u>45,804</u>	<u>-</u>
<b>Fund Balances (Deficit):</b>			
Fund Balance - Beginning	<u>3,967</u>	<u>88,296</u>	<u>-</u>
Fund Balance - Ending	<u>\$ 3,967</u>	<u>\$ 134,100</u>	<u>\$ -</u>

CITY OF SOLANA BEACH, CALIFORNIA

**COMBINING STATEMENT OF REVENUES  
EXPENDITURES AND  
CHANGES IN FUND BALANCES  
NONMAJOR GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED JUNE 30, 2024**

(continued)

	<u>Special Revenue Funds</u>		
	<u>Housing</u>	<u>Camp Programs</u>	<u>SB1 Streets &amp; Roads</u>
<b>REVENUES</b>			
Taxes and assessments	\$ -	\$ -	\$ 332,821
License and permits	-	-	-
Intergovernmental	-	-	-
Charges for services	-	588,332	-
Use of money and property	61,316	-	15,989
Other revenues	6,188	-	-
Total Revenues	<u>67,504</u>	<u>588,332</u>	<u>348,810</u>
<b>EXPENDITURES</b>			
Current:			
Public safety	-	601,187	-
Public works	-	-	-
Community development	808	-	-
Community services	-	122,873	-
Capital outlay	-	-	400,205
Debt service:			
Principal retirement	-	-	-
Interest and fiscal charges	-	-	-
Total Expenditures	<u>808</u>	<u>724,060</u>	<u>400,205</u>
Excess (Deficiency) of Revenue Over (Under) Expenditures	<u>66,696</u>	<u>(135,728)</u>	<u>(51,395)</u>
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfers in	-	-	-
Transfers out	-	-	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Fund Balance	<u>66,696</u>	<u>(135,728)</u>	<u>(51,395)</u>
<b>Fund Balances (Deficit):</b>			
Fund Balance - Beginning	<u>1,394,849</u>	<u>85,851</u>	<u>520,973</u>
Fund Balance - Ending	<u>\$ 1,461,545</u>	<u>\$ (49,877)</u>	<u>\$ 469,578</u>

CITY OF SOLANA BEACH, CALIFORNIA

**COMBINING STATEMENT OF REVENUES  
EXPENDITURES AND  
CHANGES IN FUND BALANCES  
NONMAJOR GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED JUNE 30, 2024**

(continued)

	Capital Project Funds		Debt Service Fund	
	Assessment Districts CIP	Sand Replenishment	City Debt Service	Total
<b>REVENUES</b>				
Taxes and assessments	\$ -	\$ 443,648	\$ -	\$ 2,940,512
License and permits	-	-	-	-
Intergovernmental	-	-	-	1,401,667
Charges for services	-	-	-	671,616
Use of money and property	-	50,385	-	496,098
Other revenues	69,226	14,120	-	114,026
Total Revenues	69,226	508,153	-	5,623,919
<b>EXPENDITURES</b>				
Current:				
Public safety	-	-	-	1,075,351
Public works	33,703	-	-	1,606,057
Community development	-	-	-	139,698
Community services	-	-	-	122,873
Capital outlay	8,995	213,414	-	1,480,148
Debt service:				
Principal retirement	-	-	60,855	60,855
Interest and fiscal charges	-	-	9,519	334,624
Total Expenditures	42,698	213,414	70,374	4,819,606
Excess (Deficiency) of Revenue Over (Under) Expenditures	26,528	294,739	(70,374)	804,313
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	-	-	70,375	70,375
Transfers out	-	-	-	(70,375)
Total Other Financing Sources (Uses)	-	-	70,375	-
Net Change in Fund Balance	26,528	294,739	1	804,313
<b>Fund Balances (Deficit):</b>				
Fund Balance - Beginning	73,882	1,093,777	25,885	11,394,421
Fund Balance - Ending	\$ 100,410	\$ 1,388,516	\$ 25,886	\$ 12,198,734

CITY OF SOLANA BEACH, CALIFORNIA

**BUDGETARY COMPARISON SCHEDULE  
GAS TAX FUND  
FOR THE YEAR ENDED JUNE 30, 2024**

	<u>Budget Amounts</u>		<u>Actual Amounts</u>	<b>Variance with Final Budget Positive (Negative)</b>
	<u>Original</u>	<u>Final</u>		
Budgetary Fund Balance, July 1	\$ 672,674	\$ 672,674	\$ 672,674	\$ -
<b>Resources (Inflows):</b>				
Taxes and assessments	379,380	379,380	360,508	(18,872)
Use of money and property	2,100	2,100	31,276	29,176
Other revenues	-	-	1,200	1,200
<b>Amounts Available for Appropriations</b>	<b><u>1,054,154</u></b>	<b><u>1,054,154</u></b>	<b><u>1,065,658</u></b>	<b><u>11,504</u></b>
<b>Charges to Appropriations (Outflows):</b>				
Current:				
Public works	-	418	417	1
Capital outlay	314,255	605,611	315,727	289,884
<b>Total Charges to Appropriations</b>	<b><u>314,255</u></b>	<b><u>606,029</u></b>	<b><u>316,144</u></b>	<b><u>289,885</u></b>
<b>Budgetary Fund Balance, June 30</b>	<b><u>\$ 739,899</u></b>	<b><u>\$ 448,125</u></b>	<b><u>\$ 749,514</u></b>	<b><u>\$ 301,389</u></b>

CITY OF SOLANA BEACH, CALIFORNIA

**BUDGETARY COMPARISON SCHEDULE  
TRANSNET FUND  
FOR THE YEAR ENDED JUNE 30, 2024**

	<u>Budget Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Budgetary Fund Balance, July 1	\$ 386,935	\$ 386,935	\$ 386,935	\$ -
<b>Resources (Inflows):</b>				
Taxes:				
Service fees	50,000	50,000	-	(50,000)
Intergovernmental	558,530	558,530	640,105	81,575
Use of money and property	1,575	1,575	12,149	10,574
<b>Amounts Available for Appropriations</b>	<b>997,040</b>	<b>997,040</b>	<b>1,039,189</b>	<b>42,149</b>
<b>Charges to Appropriations (Outflows):</b>				
Current:				
Public works	-	40,350	3,776	36,574
Capital outlay	285,000	600,000	315,000	285,000
Debt service:				
Interest and fiscal charges	325,105	325,105	325,105	-
<b>Total Charges to Appropriations</b>	<b>610,105</b>	<b>965,455</b>	<b>643,881</b>	<b>321,574</b>
<b>Budgetary Fund Balance, June 30</b>	<b>\$ 386,935</b>	<b>\$ 31,585</b>	<b>\$ 395,308</b>	<b>\$ 363,723</b>



CITY OF SOLANA BEACH, CALIFORNIA

**BUDGETARY COMPARISON SCHEDULE  
MUNICIPAL IMPROVEMENT DISTRICTS FUND  
FOR THE YEAR ENDED JUNE 30, 2024**

	<u>Budget Amounts</u>		<u>Actual Amounts</u>	<b>Variance with Final Budget Positive (Negative)</b>
	<u>Original</u>	<u>Final</u>		
Budgetary Fund Balance, July 1	\$ 1,262,782	\$ 1,262,782	\$ 1,262,782	\$ -
<b>Resources (Inflows):</b>				
Taxes and assessments	770,275	770,275	808,878	38,603
Intergovernmental	2,700	2,700	2,575	(125)
Use of money and property	15,278	15,278	58,389	43,111
<b>Amounts Available for Appropriations</b>	<b><u>2,051,035</u></b>	<b><u>2,051,035</u></b>	<b><u>2,132,624</u></b>	<b><u>81,589</u></b>
<b>Charges to Appropriations (Outflows):</b>				
Current:				
Public works	862,819	865,622	812,393	53,229
<b>Total Charges to Appropriations</b>	<b><u>862,819</u></b>	<b><u>865,622</u></b>	<b><u>812,393</u></b>	<b><u>53,229</u></b>
<b>Budgetary Fund Balance, June 30</b>	<b><u>\$ 1,188,216</u></b>	<b><u>\$ 1,185,413</u></b>	<b><u>\$ 1,320,231</u></b>	<b><u>\$ 134,818</u></b>

CITY OF SOLANA BEACH, CALIFORNIA

**BUDGETARY COMPARISON SCHEDULE  
LIGHTING DISTRICT FUND  
FOR THE YEAR ENDED JUNE 30, 2024**

	<u>Budget Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Budgetary Fund Balance, July 1	\$ 3,519,441	\$ 3,519,441	\$ 3,519,441	\$ -
<b>Resources (Inflows):</b>				
Taxes and assessments	717,488	717,488	772,833	55,345
Intergovernmental	3,200	3,200	3,051	(149)
Use of money and property	42,525	42,525	152,345	109,820
<b>Amounts Available for Appropriations</b>	<b>4,282,654</b>	<b>4,282,654</b>	<b>4,447,670</b>	<b>165,016</b>
<b>Charges to Appropriations (Outflows):</b>				
Current:				
Public works	754,591	779,104	723,908	55,196
Transfers out	70,375	70,375	70,375	-
<b>Total Charges to Appropriations</b>	<b>824,966</b>	<b>849,479</b>	<b>794,283</b>	<b>55,196</b>
<b>Budgetary Fund Balance, June 30</b>	<b>\$ 3,457,688</b>	<b>\$ 3,433,175</b>	<b>\$ 3,653,387</b>	<b>\$ 220,212</b>

CITY OF SOLANA BEACH, CALIFORNIA

BUDGETARY COMPARISON SCHEDULE  
 COPS FUND  
 FOR THE YEAR ENDED JUNE 30, 2024

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ 346,115	\$ 346,115	\$ 346,115	\$ -
<b>Resources (Inflows):</b>				
Intergovernmental	145,000	186,159	186,159	-
Use of money and property	3,150	3,150	10,633	7,483
<b>Amounts Available for Appropriations</b>	<b>494,265</b>	<b>535,424</b>	<b>542,907</b>	<b>7,483</b>
<b>Charges to Appropriations (Outflows):</b>				
Current:				
Public safety	145,000	208,365	208,364	1
<b>Total Charges to Appropriations</b>	<b>145,000</b>	<b>208,365</b>	<b>208,364</b>	<b>1</b>
<b>Budgetary Fund Balance, June 30</b>	<b>\$ 349,265</b>	<b>\$ 327,059</b>	<b>\$ 334,543</b>	<b>\$ 7,484</b>

CITY OF SOLANA BEACH, CALIFORNIA

**BUDGETARY COMPARISON SCHEDULE  
PUBLIC SAFETY FUND  
FOR THE YEAR ENDED JUNE 30, 2024**

	<u>Budget Amounts</u>		<u>Actual Amounts</u>	<b>Variance with Final Budget Positive (Negative)</b>
	<u>Original</u>	<u>Final</u>		
Budgetary Fund Balance, July 1	\$ 711,199	\$ 711,199	\$ 711,199	\$ -
<b>Resources (Inflows):</b>				
Intergovernmental	220,000	230,000	260,369	30,369
Use of money and property	-	-	11,240	11,240
Other revenues	-	-	17,898	17,898
<b>Amounts Available for Appropriations</b>	<b><u>931,199</u></b>	<b><u>941,199</u></b>	<b><u>1,000,706</u></b>	<b><u>59,507</u></b>
<b>Charges to Appropriations (Outflows):</b>				
Current:				
Public safety	<u>220,000</u>	<u>231,542</u>	<u>188,151</u>	<u>43,391</u>
<b>Total Charges to Appropriations</b>	<b><u>220,000</u></b>	<b><u>231,542</u></b>	<b><u>188,151</u></b>	<b><u>43,391</u></b>
<b>Budgetary Fund Balance, June 30</b>	<b><u>\$ 711,199</u></b>	<b><u>\$ 709,657</u></b>	<b><u>\$ 812,555</u></b>	<b><u>\$ 102,898</u></b>

CITY OF SOLANA BEACH, CALIFORNIA

**BUDGETARY COMPARISON SCHEDULE  
FIRE MITIGATION FUND  
FOR THE YEAR ENDED JUNE 30, 2024**

	<u>Budget Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Budgetary Fund Balance, July 1	\$ 64,871	\$ 64,871	\$ 64,871	\$ -
<b>Resources (Inflows):</b>				
Charges for services	15,000	15,000	22,101	7,101
Use of money and property	-	-	1,141	1,141
<b>Amounts Available for Appropriations</b>	<b><u>79,871</u></b>	<b><u>79,871</u></b>	<b><u>88,113</u></b>	<b><u>8,242</u></b>
<b>Charges to Appropriations (Outflows):</b>				
Current:				
Public safety	15,000	26,910	26,908	2
<b>Total Charges to Appropriations</b>	<b><u>15,000</u></b>	<b><u>26,910</u></b>	<b><u>26,908</u></b>	<b><u>2</u></b>
<b>Budgetary Fund Balance, June 30</b>	<b><u>\$ 64,871</u></b>	<b><u>\$ 52,961</u></b>	<b><u>\$ 61,205</u></b>	<b><u>\$ 8,244</u></b>

CITY OF SOLANA BEACH, CALIFORNIA

BUDGETARY COMPARISON SCHEDULE  
 CDBG FUND  
 FOR THE YEAR ENDED JUNE 30, 2024

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ (16,737)	\$ (16,737)	\$ (16,737)	\$ -
<b>Resources (Inflows):</b>				
Intergovernmental	45,000	51,921	741	(51,180)
<b>Amounts Available for Appropriations</b>	<b>28,263</b>	<b>35,184</b>	<b>(15,996)</b>	<b>(51,180)</b>
<b>Charges to Appropriations (Outflows):</b>				
Current:				
Public safety	-	741	741	-
Capital outlay	45,000	51,180	-	51,180
<b>Total Charges to Appropriations</b>	<b>45,000</b>	<b>51,921</b>	<b>741</b>	<b>51,180</b>
<b>Budgetary Fund Balance, June 30</b>	<b>\$ (16,737)</b>	<b>\$ (16,737)</b>	<b>\$ (16,737)</b>	<b>\$ -</b>

CITY OF SOLANA BEACH, CALIFORNIA

**BUDGETARY COMPARISON SCHEDULE  
COASTAL AREA BUSINESS/VISITOR ASSISTANCE AND ENHANCEMENT FUND  
FOR THE YEAR ENDED JUNE 30, 2024**

	<u>Budget Amounts</u>		<u>Actual Amounts</u>	<b>Variance with Final Budget Positive (Negative)</b>
	<u>Original</u>	<u>Final</u>		
Budgetary Fund Balance, July 1	\$ 1,159,661	\$ 1,159,661	\$ 1,159,661	\$ -
<b>Resources (Inflows):</b>				
Taxes and assessments	190,036	190,036	221,824	31,788
Use of money and property	10,500	10,500	45,431	34,931
Other revenues	3,500	3,500	5,394	1,894
<b>Amounts Available for Appropriations</b>	<b><u>1,363,697</u></b>	<b><u>1,363,697</u></b>	<b><u>1,432,310</u></b>	<b><u>68,613</u></b>
<b>Charges to Appropriations (Outflows):</b>				
Current:				
Community development	89,925	97,975	77,707	20,268
<b>Total Charges to Appropriations</b>	<b><u>89,925</u></b>	<b><u>97,975</u></b>	<b><u>77,707</u></b>	<b><u>20,268</u></b>
<b>Budgetary Fund Balance, June 30</b>	<b><u>\$ 1,273,772</u></b>	<b><u>\$ 1,265,722</u></b>	<b><u>\$ 1,354,603</u></b>	<b><u>\$ 88,881</u></b>

CITY OF SOLANA BEACH, CALIFORNIA

**BUDGETARY COMPARISON SCHEDULE  
MISCELLANEOUS GRANTS FUND  
FOR THE YEAR ENDED JUNE 30, 2024**

	<u>Budget Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Budgetary Fund Balance, July 1	\$ 88,296	\$ 88,296	\$ 88,296	\$ -
<b>Resources (Inflows):</b>				
Intergovernmental	7,254,000	7,305,536	308,667	(6,996,869)
Use of money and property	-	-	45,804	45,804
<b>Amounts Available for Appropriations</b>	<b><u>7,342,296</u></b>	<b><u>7,393,832</u></b>	<b><u>442,767</u></b>	<b><u>(6,951,065)</u></b>
<b>Charges to Appropriations (Outflows):</b>				
Current:				
General government	5,000	-	-	-
Public safety	13,000	50,000	50,000	-
Public works	236,000	34,229	31,860	2,369
Capital outlay	7,000,000	7,226,807	226,807	7,000,000
<b>Total Charges to Appropriations</b>	<b><u>7,254,000</u></b>	<b><u>7,311,036</u></b>	<b><u>308,667</u></b>	<b><u>7,002,369</u></b>
<b>Budgetary Fund Balance, June 30</b>	<b><u>\$ 88,296</u></b>	<b><u>\$ 82,796</u></b>	<b><u>\$ 134,100</u></b>	<b><u>\$ 51,304</u></b>



CITY OF SOLANA BEACH, CALIFORNIA

**BUDGETARY COMPARISON SCHEDULE  
DEVELOPER PASS-THRU FUND  
FOR THE YEAR ENDED JUNE 30, 2024**

	<u>Budget Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Budgetary Fund Balance, July 1	\$ -	\$ -	\$ -	\$ -
<b>Resources (Inflows):</b>				
Charges for services	100,000	100,000	61,183	(38,817)
<b>Amounts Available for Appropriations</b>	<b>100,000</b>	<b>100,000</b>	<b>61,183</b>	<b>(38,817)</b>
<b>Charges to Appropriations (Outflows):</b>				
Current:				
Community development	100,000	109,095	61,183	47,912
<b>Total Charges to Appropriations</b>	<b>100,000</b>	<b>109,095</b>	<b>61,183</b>	<b>47,912</b>
<b>Budgetary Fund Balance, June 30</b>	<b>\$ -</b>	<b>\$ (9,095)</b>	<b>\$ -</b>	<b>\$ 9,095</b>

CITY OF SOLANA BEACH, CALIFORNIA

**BUDGETARY COMPARISON SCHEDULE  
HOUSING FUND  
FOR THE YEAR ENDED JUNE 30, 2024**

	<u>Budget Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Budgetary Fund Balance, July 1	\$ 1,394,849	\$ 1,394,849	\$ 1,394,849	\$ -
<b>Resources (Inflows):</b>				
Use of money and property	6,300	6,300	61,316	55,016
Other revenues	-	-	6,188	6,188
<b>Amounts Available for Appropriations</b>	<b><u>1,401,149</u></b>	<b><u>1,401,149</u></b>	<b><u>1,462,353</u></b>	<b><u>61,204</u></b>
<b>Charges to Appropriations (Outflows):</b>				
Current:				
Community development	10,000	10,000	808	9,192
<b>Total Charges to Appropriations</b>	<b><u>10,000</u></b>	<b><u>10,000</u></b>	<b><u>808</u></b>	<b><u>9,192</u></b>
<b>Budgetary Fund Balance, June 30</b>	<b><u>\$ 1,391,149</u></b>	<b><u>\$ 1,391,149</u></b>	<b><u>\$ 1,461,545</u></b>	<b><u>\$ 70,396</u></b>

CITY OF SOLANA BEACH, CALIFORNIA

**BUDGETARY COMPARISON SCHEDULE  
CAMP PROGRAMS FUND  
FOR THE YEAR ENDED JUNE 30, 2024**

	<u>Budget Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Budgetary Fund Balance, July 1	\$ 85,851	\$ 85,851	\$ 85,851	\$ -
<b>Resources (Inflows):</b>				
Charges for services	560,000	560,000	588,332	28,332
<b>Amounts Available for Appropriations</b>	<b>645,851</b>	<b>645,851</b>	<b>674,183</b>	<b>28,332</b>
<b>Charges to Appropriations (Outflows):</b>				
Current:				
Public safety	562,793	619,367	601,187	18,180
Community services	119,426	125,464	122,873	2,591
<b>Total Charges to Appropriations</b>	<b>682,219</b>	<b>744,831</b>	<b>724,060</b>	<b>20,771</b>
<b>Budgetary Fund Balance, June 30</b>	<b><u>(36,368)</u></b>	<b><u>(98,980)</u></b>	<b><u>(49,877)</u></b>	<b><u>49,103</u></b>

CITY OF SOLANA BEACH, CALIFORNIA

**BUDGETARY COMPARISON SCHEDULE  
SB1 STREETS & ROADS FUND  
FOR THE YEAR ENDED JUNE 30, 2024**

	<u>Budget Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Budgetary Fund Balance, July 1	\$ 520,973	\$ 520,973	\$ 520,973	\$ -
<b>Resources (Inflows):</b>				
Taxes and assessments	255,000	255,000	332,821	77,821
Use of money and property	-	-	15,989	15,989
<b>Amounts Available for Appropriations</b>	<b>775,973</b>	<b>775,973</b>	<b>869,783</b>	<b>93,810</b>
<b>Charges to Appropriations (Outflows):</b>				
Capital outlay	300,000	700,206	400,205	300,001
<b>Total Charges to Appropriations</b>	<b>300,000</b>	<b>700,206</b>	<b>400,205</b>	<b>300,001</b>
<b>Budgetary Fund Balance, June 30</b>	<b>\$ 475,973</b>	<b>\$ 75,767</b>	<b>\$ 469,578</b>	<b>\$ 393,811</b>

CITY OF SOLANA BEACH, CALIFORNIA

BUDGETARY COMPARISON SCHEDULE  
 CITY CIP FUND  
 FOR THE YEAR ENDED JUNE 30, 2024

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ 6,690,731	\$ 6,690,731	\$ 6,690,731	\$ -
<b>Resources (Inflows):</b>				
Charges for services	250,000	250,000	7,662	(242,338)
Use of money and property	7,140	7,140	113,932	106,792
Other revenues	55,000	55,000	88,420	33,420
Transfers in	980,000	4,050,000	4,050,000	-
<b>Amounts Available for Appropriations</b>	<b>7,982,871</b>	<b>11,052,871</b>	<b>10,950,745</b>	<b>(102,126)</b>
<b>Charges to Appropriations (Outflows):</b>				
Current:				
Public works	-	20,211	20,196	15
Capital outlay	1,980,000	3,588,146	1,553,935	2,034,211
<b>Total Charges to Appropriations</b>	<b>1,980,000</b>	<b>3,608,357</b>	<b>1,574,131</b>	<b>2,034,226</b>
<b>Budgetary Fund Balance, June 30</b>	<b>\$ 6,002,871</b>	<b>\$ 7,444,514</b>	<b>\$ 9,376,614</b>	<b>\$ 1,932,100</b>

CITY OF SOLANA BEACH, CALIFORNIA

**BUDGETARY COMPARISON SCHEDULE  
SAND REPLENISHMENT  
FOR THE YEAR ENDED JUNE 30, 2024**

	<u>Budget Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Budgetary Fund Balance, July 1	\$ 1,093,777	\$ 1,093,777	\$ 1,093,777	\$ -
<b>Resources (Inflows):</b>				
Taxes and assessments	380,072	380,072	443,648	63,576
Use of money and property	8,400	8,400	50,385	41,985
Other revenues	-	-	14,120	14,120
<b>Amounts Available for Appropriations</b>	<b><u>1,482,249</u></b>	<b><u>1,482,249</u></b>	<b><u>1,601,930</u></b>	<b><u>119,681</u></b>
<b>Charges to Appropriations (Outflows):</b>				
Capital outlay	374,600	402,182	213,414	188,768
<b>Total Charges to Appropriations</b>	<b><u>374,600</u></b>	<b><u>402,182</u></b>	<b><u>213,414</u></b>	<b><u>188,768</u></b>
<b>Budgetary Fund Balance, June 30</b>	<b><u>\$ 1,107,649</u></b>	<b><u>\$ 1,080,067</u></b>	<b><u>\$ 1,388,516</u></b>	<b><u>\$ 308,449</u></b>

CITY OF SOLANA BEACH, CALIFORNIA

**BUDGETARY COMPARISON SCHEDULE  
CITY DEBT SERVICE FUND  
FOR THE YEAR ENDED JUNE 30, 2024**

	<u>Budget Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Budgetary Fund Balance, July 1	\$ 25,885	\$ 25,885	\$ 25,885	\$ -
<b>Resources (Inflows):</b>				
Transfers in	70,375	70,375	70,375	-
<b>Amounts Available for Appropriations</b>	<b>96,260</b>	<b>96,260</b>	<b>96,260</b>	<b>-</b>
<b>Charges to Appropriations (Outflows):</b>				
Debt service:				
Principal retirement	60,855	60,855	60,855	-
Interest and fiscal charges	9,520	9,520	9,519	1
<b>Total Charges to Appropriations</b>	<b>70,375</b>	<b>70,375</b>	<b>70,374</b>	<b>1</b>
<b>Budgetary Fund Balance, June 30</b>	<b>\$ 25,885</b>	<b>\$ 25,885</b>	<b>\$ 25,886</b>	<b>\$ 1</b>

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## FIDUCIARY FUNDS

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**Undergrounding District Funds** - the Barbara/Granados Avenue, Pacific Avenue/East and West Circle Drive, and Marsalan Avenue Utility Underground Assessment Districts are utility districts created to finance the undergrounding of utility lines. These funds account for payments from property owners as well as debt service on bonds that were issued to pay for the underground improvements within the assessment districts. This is accounted for as a custodial fund because the City has no responsibility for the debt service on the bonds.

**South Solana Sewer District Fund** - this fund was formed to finance the construction of sewer improvements to connect the 51 properties of the assessment district to the City's sewer system. This fund accounts for payments from property owners as well as debt service on the bonds that were issued to pay for the sewer improvements. This is accounted as a custodial fund because the City has no responsibility for the debt service on the bonds.



CITY OF SOLANA BEACH, CALIFORNIA

COMBINING STATEMENT OF FIDUCIARY NET POSITION  
 CUSTODIAL FUNDS  
 JUNE 30, 2024

	<u>Undergrounding Districts</u>	<u>South Solana Sewer District</u>	<u>Total</u>
<b>ASSETS</b>			
Cash and cash equivalents	\$ 247,163	\$ 77,479	\$ 324,642
Investments:			
Money market mutual funds	368	50	418
Local Agency Investment Fund	58,452	-	58,452
Asset-backed securities	12,959	1,754	14,713
Federal agency securities	38,724	5,241	43,965
Medium term corporate notes	34,183	4,626	38,809
Supranational securities	3,317	449	3,766
US Treasury securities	81,100	10,974	92,074
Receivables:			
Due from other governments	792	18	810
Total Assets	<u>477,058</u>	<u>100,591</u>	<u>577,649</u>
<b>LIABILITIES</b>			
Accounts payable	<u>-</u>	<u>1,664</u>	<u>1,664</u>
Total Liabilities	<u>-</u>	<u>1,664</u>	<u>1,664</u>
<b>NET POSITION</b>			
Restricted for:			
Individuals, organizations, and other governments	<u>477,058</u>	<u>98,927</u>	<u>575,985</u>
Total Net Position	<u>\$ 477,058</u>	<u>\$ 98,927</u>	<u>\$ 575,985</u>

CITY OF SOLANA BEACH, CALIFORNIA

COMBINING STATEMENT OF CHANGES IN FIDUCIARY NET POSITION  
 CUSTODIAL FUNDS  
 FOR THE YEAR ENDED JUNE 30, 2024

	<u>Undergrounding Districts</u>	<u>South Solana Sewer District</u>	<u>Total</u>
<b>ADDITIONS</b>			
Investment earnings	\$ 10,491	\$ 1,458	\$ 11,949
Special assessment collections	182,102	37,944	220,046
Other revenues	-	33,703	33,703
Total Additions	<u>192,593</u>	<u>73,105</u>	<u>265,698</u>
<b>DEDUCTIONS</b>			
Contractual services	7,319	1,514	8,833
Principal	80,000	20,000	100,000
Interest expense	79,641	17,851	97,492
Total Deductions	<u>166,960</u>	<u>39,365</u>	<u>206,325</u>
Net Increase (Decrease) in Fiduciary Net Position	25,633	33,740	59,373
Net Position - Beginning	<u>451,425</u>	<u>65,187</u>	<u>516,612</u>
Net Position - Ending	<u>\$ 477,058</u>	<u>\$ 98,927</u>	<u>\$ 575,985</u>

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## STATISTICAL SECTION

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This part of the City of Solana Beach's annual comprehensive financial report presents detailed information as context for understanding the information in the financial statements, note disclosures, and required supplementary information.

### CONTENTS

	<u>Page</u>
<b>Financial Trends</b>	<b>132</b>
These schedules contain trend information to help the reader understand how the government's financial performance and well-being have changed over time.	
<b>Revenue Capacity</b>	<b>135</b>
These schedules contain information to help the reader assess the government's most significant local revenue sources.	
<b>Debt Capacity</b>	<b>140</b>
These schedules present information to help the reader assess the affordability of the government's current levels of outstanding debt and the government's ability to issue additional debt in the future.	
<b>Demographic and Economic Information</b>	<b>144</b>
These schedules offer demographic and economic indicators to help the reader understand the environment within which the government's financial activities take place.	
<b>Operating Information</b>	<b>147</b>
These schedules contain service and infrastructure data to help the reader understand how the information in the government's financial report relates to the services the government provides and the activities it performs.	

**Sources:** Unless otherwise noted, the information in these schedules is derived from the annual comprehensive financial reports for the relevant year.

CITY OF SOLANA BEACH

Net Position by Component  
Last Ten Fiscal Years (In thousands)  
(Accrual Basis of Accounting)

	Fiscal Year, Ended June 30									
	2014	2015	2016	2017	2018	2020	2021	2022	2023	2024
<b>Government activities</b>										
Net Investment in Capital										
Assets	\$ 34,096	\$ 32,416	\$ 30,366	\$ 28,412	\$ 27,241	\$ 26,666	\$ 26,653	\$ 26,397	\$ 34,678	\$ 37,408
Restricted	5,184	4,980	5,826	6,620	9,139	12,665	14,174	17,971	21,964	27,018
Unrestricted	6,872	(86)	1,231	1,795	(2,320)	(1,488)	(1,346)	290	5,289	8,223
<b>Total governmental activities net position</b>	<b>\$ 46,152</b>	<b>\$ 37,310</b>	<b>\$ 37,422</b>	<b>\$ 36,827</b>	<b>\$ 34,060</b>	<b>\$ 37,843</b>	<b>\$ 39,481</b>	<b>\$ 44,658</b>	<b>\$ 61,931</b>	<b>\$ 72,649</b>
<b>Business-type activities</b>										
Net Investment in Capital										
Assets	\$ 6,325	\$ 6,799	\$ 5,594	\$ 6,195	\$ 5,929	\$ 12,053	\$ 11,186	\$ 11,656	\$ 11,548	\$ 11,538
Unrestricted	27,155	26,760	29,711	32,867	36,722	34,350	36,890	38,141	39,496	38,050
<b>Total governmental activities net position</b>	<b>\$ 33,480</b>	<b>\$ 33,558</b>	<b>\$ 35,306</b>	<b>\$ 39,062</b>	<b>\$ 42,651</b>	<b>\$ 46,403</b>	<b>\$ 48,076</b>	<b>\$ 49,797</b>	<b>\$ 51,044</b>	<b>\$ 49,588</b>
<b>Primary government</b>										
Net Investment in Capital										
Assets	\$ 40,421	\$ 39,214	\$ 35,960	\$ 34,607	\$ 33,170	\$ 38,719	\$ 37,839	\$ 38,053	\$ 46,225	\$ 48,947
Restricted	5,184	4,980	5,826	6,620	9,139	12,665	14,174	17,971	21,964	27,018
Unrestricted	34,027	26,674	30,942	34,662	34,402	32,862	35,544	38,431	44,785	46,272
<b>Total governmental activities net position</b>	<b>\$ 79,632</b>	<b>\$ 70,868</b>	<b>\$ 72,728</b>	<b>\$ 75,890</b>	<b>\$ 76,711</b>	<b>\$ 84,246</b>	<b>\$ 87,557</b>	<b>\$ 94,454</b>	<b>\$ 112,975</b>	<b>\$ 122,237</b>

CITY OF SOLANA BEACH

Changes in Net Position  
Last Ten Fiscal Years (In thousands)  
(Accrual Basis of Accounting)

	Fiscal Year									
	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
<b>Expenses</b>										
Governmental Activities:										
General government	\$ 3,344	\$ 3,944	\$ 4,309	\$ 4,101	\$ 3,651	\$ 4,985	\$ 5,537	\$ 4,570	\$ 4,491	\$ 5,858
Public safety	8,441	9,162	9,628	10,540	11,051	12,630	13,117	13,906	11,414	13,129
Public works	5,181	5,438	5,487	5,944	5,937	4,888	4,666	5,412	5,377	5,643
Community development	1,281	1,378	1,745	1,755	1,482	1,586	1,507	1,505	1,261	1,519
Community services	623	628	1,122	731	1,178	1,220	1,193	1,218	919	976
Interest on long-term debt	388	398	389	382	368	363	356	346	385	369
<b>Total Governmental Activities expenses</b>	<b>\$ 19,259</b>	<b>\$ 20,949</b>	<b>\$ 22,681</b>	<b>\$ 23,452</b>	<b>\$ 23,668</b>	<b>\$ 25,673</b>	<b>\$ 26,376</b>	<b>\$ 26,957</b>	<b>\$ 23,848</b>	<b>\$ 27,495</b>
Business-Type Activities:										
Sanitation	\$ 4,566	\$ 3,569	\$ 1,602	\$ 2,100	\$ 4,205	\$ 4,221	\$ 3,891	\$ 4,308	\$ 5,020	\$ 7,887
Solana Energy Alliance Fund	-	-	-	391	5,211	4,350	3,841	(127)	19	2
<b>Total Business-Type Activities Expenses</b>	<b>\$ 4,566</b>	<b>\$ 3,569</b>	<b>\$ 1,602</b>	<b>\$ 2,491</b>	<b>\$ 9,415</b>	<b>\$ 8,571</b>	<b>\$ 7,733</b>	<b>\$ 4,181</b>	<b>\$ 5,039</b>	<b>\$ 7,889</b>
<b>Total Primary Government Expenses</b>	<b>\$ 23,825</b>	<b>\$ 24,518</b>	<b>\$ 24,283</b>	<b>\$ 25,943</b>	<b>\$ 33,083</b>	<b>\$ 34,244</b>	<b>\$ 34,109</b>	<b>\$ 31,139</b>	<b>\$ 28,886</b>	<b>\$ 35,383</b>
<b>Program Revenues</b>										
Governmental Activities:										
Charges for services:										
General government	\$ -	\$ -	\$ -	\$ -	\$ 194	\$ 0	\$ 92	\$ 31	\$ 1,126	\$ 1,175
Public safety	465	578	621	577	581	402	325	385	463	588
Public works	239	417	450	699	1,006	358	494	1,566	605	169
Community development	853	928	1,252	1,300	1,169	1,191	1,083	1,274	1,597	1,469
Community services	348	365	400	336	336	23	277	507	549	591
Operating Contributions:										
General government	-	-	-	-	-	-	-	(15)	-	-
Public safety	285	270	199	178	186	199	467	453	418	268
Public works	921	1,045	1,241	1,107	1,405	889	1,215	2,673	2,587	1,565
Community development	110	200	-	100	-	-	-	-	2	96
Community services	-	-	129	139	149	80	233	161	165	186
Capital Contributions and Grants:										
General government	-	-	-	-	-	-	-	(112)	-	-
Community development	-	-	-	-	-	-	-	-	8,466	167
Public safety	53	160	158	420	298	345	302	-	-	-
<b>Total Governmental Activities Program Revenues</b>	<b>\$ 3,272</b>	<b>\$ 3,964</b>	<b>\$ 4,451</b>	<b>\$ 4,857</b>	<b>\$ 5,324</b>	<b>\$ 3,488</b>	<b>\$ 4,485</b>	<b>\$ 6,925</b>	<b>\$ 15,978</b>	<b>\$ 6,274</b>
Business-Type Activities:										
Charges for services:										
Sanitation	\$ 4,949	\$ 5,152	\$ 5,255	\$ 5,416	\$ 5,592	\$ 5,588	\$ 5,676	\$ 5,817	\$ 5,847	\$ 5,737
Solana Energy Alliance Fund	-	-	-	494	5,202	4,178	3,567	1	1	-
<b>Total Business-Type Activities Program Revenues</b>	<b>4,949</b>	<b>5,152</b>	<b>5,255</b>	<b>5,910</b>	<b>10,794</b>	<b>9,767</b>	<b>9,243</b>	<b>5,818</b>	<b>5,848</b>	<b>5,737</b>
<b>Total Primary Government Program Revenues</b>	<b>\$ 8,221</b>	<b>\$ 9,116</b>	<b>\$ 9,707</b>	<b>\$ 10,767</b>	<b>\$ 16,119</b>	<b>\$ 13,254</b>	<b>\$ 13,728</b>	<b>\$ 12,743</b>	<b>\$ 21,826</b>	<b>\$ 12,012</b>
<b>Net (Expense)/Revenue</b>										
Governmental Activities	\$ (15,986)	\$ (16,985)	\$ (18,230)	\$ (18,596)	\$ (18,344)	\$ (22,185)	\$ (21,891)	\$ (20,032)	\$ (7,869)	\$ (21,220)
Business-Type Activities	383	1,583	3,653	3,419	1,379	1,195	1,511	1,637	809	(2,151)
<b>Total primary Government Net Expense</b>	<b>\$ (15,604)</b>	<b>\$ (15,402)</b>	<b>\$ (14,577)</b>	<b>\$ (15,176)</b>	<b>\$ (16,965)</b>	<b>\$ (20,990)</b>	<b>\$ (20,380)</b>	<b>\$ (18,396)</b>	<b>\$ (7,061)</b>	<b>\$ (23,372)</b>
<b>General Revenues and Other Charges in Net Position</b>										
Governmental Activities:										
Taxes:										
Property taxes, levied for general purpose	\$ 7,247	\$ 7,706	\$ 8,095	\$ 8,587	\$ 9,070	\$ 9,465	\$ 10,094	\$ 10,523	\$ 11,639	\$ 12,353
Transient occupancy taxes	1,467	1,606	1,740	1,828	2,019	1,457	1,457	2,575	2,904	2,884
Sales taxes	2,808	3,255	3,128	3,191	3,503	3,292	3,690	4,413	5,846	9,470
Franchise taxes	766	736	733	723	793	751	789	874	897	857
Motor Vehicle in Lieu - Unrestricted	2,747	2,798	2,869	3,170	3,547	3,620	3,746	3,880	2,053	2,194
Use of money and property	137	261	284	287	1,101	1,133	632	(400)	783	2,435
Other	915	736	786	722	976	3,586	3,121	3,343	1,019	1,745
<b>Total Governmental Activities</b>	<b>\$ 16,087</b>	<b>\$ 17,097</b>	<b>\$ 17,635</b>	<b>\$ 18,509</b>	<b>\$ 21,008</b>	<b>\$ 23,304</b>	<b>\$ 23,529</b>	<b>\$ 25,209</b>	<b>\$ 25,142</b>	<b>\$ 31,938</b>
Business-Type Activities:										
Use of money and property	\$ 72	\$ 115	\$ 89	\$ 82	\$ 557	\$ 423	\$ 125	\$ 35	\$ 150	\$ 561
Other	29	49	14	88	16	181	37	49	289	135
<b>Total Business-Type Activities</b>	<b>101</b>	<b>164</b>	<b>103</b>	<b>170</b>	<b>573</b>	<b>604</b>	<b>162</b>	<b>84</b>	<b>438</b>	<b>696</b>
<b>Total Primary Government</b>	<b>\$ 16,188</b>	<b>\$ 17,262</b>	<b>\$ 17,738</b>	<b>\$ 18,678</b>	<b>\$ 21,581</b>	<b>\$ 23,908</b>	<b>\$ 23,691</b>	<b>\$ 25,293</b>	<b>\$ 25,581</b>	<b>\$ 32,634</b>
<b>Changes in Net Position</b>										
Governmental Activities	\$ 101	\$ 112	\$ (595)	\$ (87)	\$ 2,664	\$ 1,119	\$ 1,638	\$ 5,177	\$ 17,273	\$ 10,718
Business-Type Activities	484	1,747	3,757	3,589	1,952	1,799	1,673	1,721	1,247	(1,456)
<b>Total Primary Government</b>	<b>\$ 585</b>	<b>\$ 1,860</b>	<b>\$ 3,162</b>	<b>\$ 3,502</b>	<b>\$ 4,616</b>	<b>\$ 2,918</b>	<b>\$ 3,311</b>	<b>\$ 6,898</b>	<b>\$ 18,520</b>	<b>\$ 9,262</b>

CITY OF SOLANA BEACH

Fund Balances of Governmental Funds  
Last Ten Fiscal Years  
(Modified Accrual Basis Of Accounting)

	Fiscal Year									
	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
General Fund										
Nonspendable	\$ 9,382	\$ 7,471	\$ 20,164	\$ 72,579	\$ 23,402	\$ 52,665	\$ 54,212	\$ 136,395	\$ 41,589	\$ 41,024
Restricted	-	508,897	893,185	1,294,957	1,743,908	2,422,056	3,245,475	3,218,592	5,003,450	6,764,356
Committed	454,048	787,790	914,846	1,015,354	1,436,307	1,179,507	901,576	1,295,357	1,292,880	1,292,880
Assigned	5,324,048	5,520,890	5,690,381	5,805,890	6,041,593	6,349,702	6,206,689	6,241,345	6,786,980	6,786,980
Unassigned	5,580,686	6,200,244	6,805,201	7,385,736	4,588,069	5,450,148	7,138,002	9,289,801	10,055,355	13,464,544
Total General Fund	\$ 11,368,164	\$ 13,025,292	\$ 14,323,777	\$ 15,574,516	\$ 13,833,279	\$ 15,454,078	\$ 17,545,954	\$ 20,181,490	\$ 23,180,254	\$ 28,349,784
All Other Governmental Funds										
Nonspendable	\$ -	\$ -	\$ -	\$ 200	\$ -	\$ -	\$ -	\$ 47,545	\$ 47,545	\$ 44,707
Restricted	4,979,850	5,316,698	5,726,668	7,844,224	9,494,837	10,242,525	10,928,273	14,752,364	16,960,567	21,641,962
Assigned	589,120	849,917	1,385,099	-	-	-	-	-	-	-
Unassigned	(213,005)	(184,544)	(336,475)	(234,689)	(112,596)	(58,138)	(464,267)	(227,092)	1,077,040	(111,321)
Total all other Governmental Funds	\$ 5,355,965	\$ 5,982,071	\$ 6,775,292	\$ 7,609,735	\$ 9,382,241	\$ 10,184,387	\$ 10,464,006	\$ 14,572,817	\$ 18,085,152	\$ 21,575,348

CITY OF SOLANA BEACH

Changes In Fund Balances Of Governmental Funds  
Last Ten Fiscal Years  
(Modified Accrual Basis Of Accounting)

	Fiscal Year									
	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
<b>Revenues:</b>										
Taxes and assessments	\$ 13,727,132	\$ 14,719,229	\$ 15,109,053	\$ 15,945,223	\$ 17,275,214	\$ 16,842,473	\$ 19,775,654	\$ 22,265,851	\$ 24,943,501	\$ 29,507,231
Intergovernmental	2,674,057	3,069,673	3,185,272	3,498,266	3,665,899	3,284,923	1,916,664	3,322,539	11,286,855	1,641,997
Licenses and permits	461,687	471,581	527,146	508,549	486,891	345,168	532,496	773,593	1,089,274	815,647
Charges for services	1,001,943	1,313,658	1,699,140	1,584,561	2,230,614	1,268,823	1,449,714	2,754,210	1,802,138	1,531,318
Fines and forfeitures	392,683	502,921	495,885	479,933	502,249	359,703	244,331	261,932	408,220	528,722
Use of money and property	136,763	261,466	283,828	286,867	1,100,795	1,132,930	631,813	(399,689)	783,458	2,435,455
Other	961,755	735,521	785,872	1,061,983	975,510	3,585,904	3,121,247	3,348,906	4,102,253	5,115,040
<b>Total revenues</b>	<b>19,356,020</b>	<b>21,074,049</b>	<b>22,086,196</b>	<b>23,365,382</b>	<b>26,237,172</b>	<b>26,819,924</b>	<b>27,671,919</b>	<b>32,327,342</b>	<b>44,415,699</b>	<b>41,575,410</b>
<b>Expenditures:</b>										
General government	3,222,933	3,500,443	3,777,819	3,820,029	4,191,376	4,705,339	5,032,268	5,598,530	7,061,076	7,309,390
Public safety	8,315,766	8,912,742	9,070,746	9,831,070	10,243,546	11,573,438	12,538,907	12,043,209	12,708,776	13,610,080
Public works	2,322,090	2,463,442	2,509,194	2,628,777	2,975,518	3,401,680	3,125,907	3,792,133	4,324,397	4,698,902
Community development	1,291,073	1,380,934	1,721,715	1,574,333	1,523,428	1,544,402	1,446,878	1,347,528	1,625,027	1,662,678
Community services	275,790	278,481	760,475	328,755	830,315	797,410	680,982	825,180	843,668	991,555
Capital outlay	1,773,690	2,190,316	1,473,835	2,417,383	5,763,230	1,692,966	1,800,676	1,430,880	10,752,411	4,212,404
Debt Service:										
Principal retirement	155,930	161,086	288,487	296,366	303,971	316,505	319,071	199,531	203,808	60,855
Interest	388,523	383,130	392,219	383,487	374,519	365,239	355,735	346,004	385,436	369,820
<b>Total expenses</b>	<b>17,745,795</b>	<b>19,270,574</b>	<b>19,994,490</b>	<b>21,280,200</b>	<b>26,205,903</b>	<b>24,396,979</b>	<b>25,300,424</b>	<b>25,582,995</b>	<b>37,904,599</b>	<b>32,915,684</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b>1,610,225</b>	<b>1,803,475</b>	<b>2,091,706</b>	<b>2,085,182</b>	<b>31,269</b>	<b>2,422,945</b>	<b>2,371,495</b>	<b>6,744,347</b>	<b>6,511,100</b>	<b>8,659,726</b>
<b>Other financing sources (uses):</b>										
Transfers in	446,865	743,400	1,576,800	997,300	2,636,370	799,915	353,500	2,992,483	5,093,101	4,120,375
Transfers out	(446,865)	(743,400)	(1,576,800)	(997,300)	(2,636,370)	(799,915)	(353,500)	(2,992,483)	(5,093,101)	(4,120,375)
Contributions to OPEB Trust Fund	-	(135,000)	-	-	-	-	-	-	-	-
Long-term debt issued	-	614,759	-	-	-	-	-	-	-	-
<b>Total other financing sources (uses)</b>	<b>-</b>	<b>479,759</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net change in fund balances/ net position</b>	<b>\$ 1,610,225</b>	<b>\$ 2,283,234</b>	<b>\$ 2,091,706</b>	<b>\$ 2,085,182</b>	<b>\$ 31,269</b>	<b>\$ 2,422,945</b>	<b>\$ 2,371,495</b>	<b>\$ 6,744,347</b>	<b>\$ 6,511,100</b>	<b>\$ 8,659,726</b>
<b>Capital assets used in debt service calculation*</b>	<b>\$ 1,764,750</b>	<b>\$ 2,194,361</b>	<b>\$ 1,440,550</b>	<b>\$ 2,432,556</b>	<b>\$ 5,754,228</b>	<b>\$ 1,697,994</b>	<b>\$ 1,723,018</b>	<b>\$ 1,537,279</b>	<b>\$ 10,105,863</b>	<b>\$ 2,882,183</b>
<b>Debt service as a percentage of noncapital expenditures</b>	<b>3.4%</b>	<b>3.2%</b>	<b>3.7%</b>	<b>3.6%</b>	<b>3.3%</b>	<b>3.0%</b>	<b>2.9%</b>	<b>2.3%</b>	<b>2.1%</b>	<b>1.4%</b>

\* The amount of capital outlay used to calculate the ratio of total debt service expenditures to noncapital expenditures is the same as the reconciling item for capital outlay in the reconciliation between the government-wide statement of activities and the statement of revenues, expenditures and changes in fund balance.



CITY OF SOLANA BEACH

Assessed Value and Estimated Actual Value of Taxable Property  
Last Ten Fiscal Years  
(in thousands of dollars)

Fiscal Year	Residential Property	Commercial Property	Other Property	Total Taxable Assessed Value	Total Direct Tax Rate	Estimated Actual Taxable Value <sup>a</sup>	Taxable Assessed Value as a Percentage of Actual Taxable Value
2015	\$ 3,369,557	\$ 468,396	\$ 141,424	\$ 3,979,377	0.1779%	N/A	N/A
2016	3,568,242	487,490	145,778	4,201,511	0.1778%	N/A	N/A
2017	3,771,217	501,508	156,383	4,429,108	0.1779%	N/A	N/A
2018	4,001,491	564,824	158,421	4,724,736	0.1778%	N/A	N/A
2019	4,270,745	594,932	172,181	5,037,858	0.1778%	N/A	N/A
2020	4,502,927	618,256	166,573	5,287,755	0.1780%	N/A	N/A
2021	4,738,936	632,197	175,989	5,547,122	0.1780%	N/A	N/A
2022	4,929,359	642,174	(24,412)	5,547,122	0.1781%	N/A	N/A
2023	5,334,233	657,405	238,875	6,230,513	0.1780%	N/A	N/A
2024	5,643,413	751,584	256,761	6,651,758	0.1781%	N/A	N/A

(a) The County of San Diego does not compile Estimated Actual Valuations

N/A - Data not available

Source: San Diego County Assessor 2014/15 - 2023/24 Combined Tax Rolls  
HdL Coren & Cone.  
City of Solana Beach Finance Department

CITY OF SOLANA BEACH

Direct and Overlapping Property Tax Rates  
Last Ten Fiscal Years  
(rate per \$100 of taxable value)

City's Share of 1% Levy Per Prop 13

Fiscal Year	General			
	Basic Tax Levy	Municipal Improvement District	Lighting District	Total City's Share of 1% Levy per Prop 13
2015	0.1602	0.0037	0.09600	0.1735
2016	0.1602	0.0037	0.09600	0.1735
2017	0.1602	0.0037	0.09600	0.1735
2018	0.1602	0.0037	0.00955	0.1735
2019	0.1602	0.0037	0.00955	0.1735
2020	0.1602	0.0037	0.00955	0.1735
2021	0.1602	0.0037	0.00955	0.1735
2022	0.1602	0.0037	0.00955	0.1735
2023	0.1602	0.0037	0.00955	0.1735
2024	0.1602	0.0037	0.00955	0.1735

Overlapping Rates

Overlapping Rates

Fiscal Year	San Diego County (1)	Overlapping Rates					Voter Approved (3)					Total Direct & Overlapping Tax Rate
		Carlsbad/Oceanside/Vista Projects	School Districts	Community College	Santa Fe Irrigation District (2)	Educational Revenue Augmentation	Solana Beach School District Prop JJ Debt Service	Metropolitan Water District Debt Service	Santa Fe Irrigation Tax Rate Reduction	Mira Costa Comm College 2016A	San Dieguito Prop Aa 11/6/2013 2013A A1	
2015	0.167550	0.0004	0.40281	0.10486	0.025340	0.12551	-	0.0035	-	-	0.0215	1.02497
2016	0.167550	0.0004	0.40281	0.10486	0.025340	0.12551	-	0.0035	-	-	0.0227	1.02622
2017	0.167550	0.0004	0.40281	0.10486	0.025340	0.12551	-	0.0035	-	-	0.0228	1.02625
2018	0.167490	0.0004	0.40285	0.10490	0.025330	0.12550	0.03093	0.0035	-	0.01443	0.0223	1.07115
2019	0.167490	0.0004	0.40293	0.10490	0.025330	0.12550	0.02886	0.0035	-	0.01294	0.0230	1.06828
2020	0.167490	0.0004	0.40293	0.10490	0.025330	0.12550	0.02800	0.0035	-	0.01299	0.0232	1.06767
2021	0.167490	0.0004	0.40290	0.10490	0.025330	0.12550	0.02688	0.0035	-	0.01373	0.0233	1.06738
2022	0.167490	0.0004	0.40290	0.10490	0.025330	0.12550	0.02653	0.0035	-	0.01339	0.0223	1.06575
2023	0.167490	0.0004	0.40290	0.10490	0.025330	0.12550	0.02506	0.0035	-	0.01357	0.0214	1.06356
2024	0.167490	0.0004	0.40290	0.10490	0.025330	0.12550	0.02346	0.0035	-	0.01164	0.0208	1.05938

(1) Includes County School Services, Library, Childrens Institution Tuition, and Regional Occupational Centers.

(2) Includes CWA, Santa Fe Irrigation District (.00423) and Santa Fe Irrigation (.02111)

(3) Includes only rate(s) from indebtedness adopted prior to 1989 per California State Statute

Source: San Diego County Assessor 2023/24 Annual Tax Increment Tables and HdL Coren and Cone.

**CITY OF SOLANA BEACH**

**Principal Property Tax Payers  
Current Year and Nine Years Ago**

<u>Taxpayer</u>	<u>Taxable Assessed Value</u>	<u>Percentage of Total City Taxable Assessed Value</u>
<b><u>For the Fiscal Year Ended June 30, 2024</u></b>		
S B T C Holdings LLC	\$ 108,720,695	1.63%
Pacific Solana Beach Holdings LP (Pending Appeals on Parcels)	75,791,521	1.14%
SB Corporate Centre III-IV LLC	63,052,308	0.95%
Solana Beach Self Storage Owner LP	49,470,000	0.74%
Zephyr Solana LLC	46,998,282	0.71%
G R E Beachwalk LLC (Pending Appeals on Parcels)	37,091,006	0.56%
Sanyo Foods Corporation of America	35,931,125	0.54%
Sohi Affordable (Pending Appeals on Parcels)	34,039,097	0.51%
E R P Operating LP	21,829,836	0.33%
Cedros Venture Fund I LLC	21,484,782	0.32%
<b>Total</b>	<b>\$ 494,408,652</b>	<b>7.43%</b>
<b><u>For the Fiscal Year Ended June 30, 2015</u></b>		
S B T C Holdings LLC	\$ 113,796,155	2.86%
Pacific Solana Beach Holdings LP (Pending Appeals on Parcels)	63,640,835	1.60%
SB Corporate Centre III-IV LLC	31,800,282	0.80%
Sanyo Foods Corporation of America	30,336,037	0.76%
Fenton Solana Highlands LLC (Pending Appeals on Parcels)	28,886,942	0.73%
Muller-Beachwalk LLC (Pending Appeals on Parcels)	19,500,000	0.49%
E R P Operating LP	18,482,152	0.46%
Lavida Delmar Associates LP	16,452,415	0.41%
Hankey Investment Company LP	14,164,014	0.36%
Urschel Laboratories Inc	13,431,722	0.34%
<b>Total</b>	<b>\$ 350,490,554</b>	<b>8.81%</b>

**Source:** HdL Coren & Cone and San Diego County Assessor 2014/15 & 2023/24

CITY OF SOLANA BEACH

Property Tax Levies and Collections  
Last Ten Fiscal Years

Fiscal Year Ended June 30,	Taxes Levied for the Fiscal Year	Collected within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
2015	\$ 6,576,197	\$ 6,257,093	95.1%	\$ 215,422	\$ 6,472,515	98%
2016	6,931,466	6,635,180	95.7%	80,163	6,715,343	97%
2017	7,300,293	7,017,400	96.1%	27,141	7,044,541	96%
2018	7,741,663	7,444,166	96.2%	33,622	7,477,788	97%
2019	8,232,844	7,949,648	96.6%	27,740	7,977,388	97%
2020	8,622,755	8,306,418	96.3%	36,401	8,342,819	97%
2021	9,074,415	8,652,200	95.3%	65,224	8,717,424	96%
2022	9,507,779	9,078,200	95.5%	70,616	9,148,816	96%
2023	10,371,116	10,237,578	98.7%	16,297	10,253,875	99%
2024	11,296,637	10,658,832	94.4%	258,986	10,917,818	97%

Sources: City of Solana Beach Finance Department, County of San Diego Office of Auditor-Controller.

CITY OF SOLANA BEACH

Ratios of Outstanding Debt by Type,  
Last Ten Fiscal Years

Fiscal Year	Government Activities			Business-type Activities		Total Primary Government	Percentage of Personal Income <sup>a</sup>	Per Capita <sup>a</sup>
	Refunding Lease ABAG	Bonds	Capital Leases	Bonds and Direct Borrowings/Placements				
2015*	\$ 1,055,400	\$ 5,500,000	\$ 701,931	\$ 11,273,883	\$ 18,531,214	3.95%	\$ 1,419	
2016	940,600	5,500,000	1,271,372	10,339,405	18,051,377	4.05%	1,338	
2017	811,391	5,500,000	1,113,062	9,373,587	16,798,040	4.85%	1,242	
2018	685,559	5,500,000	943,496	19,146,912	26,275,967	3.10%	1,885	
2019	556,825	5,500,000	769,326	18,064,945	24,891,096	3.52%	1,786	
2020	420,291	5,500,000	590,421	17,449,133	23,959,845	3.66%	1,731	
2021	286,057	5,500,000	406,649	16,818,322	23,011,028	3.89%	1,664	
2022	144,423	5,500,000	349,819	16,262,766	22,257,008	4.04%	1,737	
2023	-	5,500,000	291,011	15,694,711	21,485,722	4.31%	1,681	
2024	-	5,500,000	230,155	15,104,156	20,834,311	5.36%	1,617	

Notes:

Details regarding the city's outstanding debt can be found in the notes to the financial statements.

<sup>a</sup> See Demographic and Economic Statistics schedule for personal income and population data.

These ratios are calculated using personal income and population for the prior calendar year.

\* Prior years adjusted to comply with GASB comment Q&A 9.24- Included the Premiums/Discounts and Bonds

**CITY OF SOLANA BEACH**

**Direct and Overlapping Governmental Activities Debt  
As of June 30, 2024**

Fiscal Year 2023-24 Assessed Valuation : \$ 6,653,097,287

	<u>Gross Bonded Debt Balance</u>	<u>Percent Applicable to City (1)</u>	<u>Net Bonded Debt</u>
<b><u>Overlapping Tax &amp; Assessment Debt</u></b>			
Metropolitan Water District	\$ 18,210,000	0.172%	\$ 31,321
Mira Costa Community College District	\$ 359,270,000	4.665%	\$ 16,759,946
San Dieguito Union High School District	\$ 408,120,000	7.717%	\$ 31,494,620
San Dieguito Union High School District Community Facilities District No. 95-1	\$ 24,380,000	0.555%	\$ 135,309
Solana Beach School District School Facilities Improvement District No. 2016-1	\$ 87,455,000	32.322%	\$ 28,267,205
City of Solana Beach 1915 Act Bonds	\$ 1,940,000	100.000%	\$ 1,940,000
Olivenhain Municipal Water District, Assessment District No. 96-1	\$ 3,720,000	1.292%	\$ 48,062
Total Overlapping Tax & Assessment Debt			\$ 78,676,463
<b><u>Direct &amp; Overlapping General Fund Debt</u></b>			
San Diego County General Fund Obligations	\$ 374,600,000	0.946%	\$ 3,543,716
San Diego County Pension Obligations	\$ 211,225,000	0.946%	\$ 1,998,189
San Diego County Superintendent of Schools General Fund Obligations	\$ 6,050,000	0.946%	\$ 57,233
Mira Costa Community College District Certificates of Participation	\$ 49,425,000	4.665%	\$ 2,305,676
San Dieguito Union High School District Certificates of Participation	\$ 12,730,000	7.717%	\$ 982,374
Solana Beach School District General Fund Obligations	\$ 5,494,728	27.349%	\$ 1,502,753
<b>City of Solana Beach Capital Lease Obligation</b>	<b>\$ 220,636</b>	<b>100.000%</b>	<b>220,636</b>
Total Direct & Overlapping General Fund Debt			\$ 10,610,577
<u>Overlapping Tax Increment Debt</u>	\$ 1,902,400	100.000%	\$ 1,902,400
<b>TOTAL DIRECT DEBT</b>			<b>\$ 220,636</b>
<b>TOTAL OVERLAPPING DEBT</b>			<b>\$ 90,968,804</b>
<b>COMBINED TOTAL DEBT</b>			<b>(2) \$ 91,189,440</b>

**Debt to Assessed Valuation Ratios :**

Total Overlapping Tax & Assessment Debt	1.18%
<b>Total Direct Debt (\$220,636)</b>	<b>0.00%</b>
Combined Total Debt	1.37%

**Redevelopment Incremental Valuation (\$263,340,220) Ratio:**

Total Overlapping Tax Increment Debt	0.72%
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**Notes:** (1) - Percentage of overlapping agency's assessed valuation located within the boundaries of the city.  
(2) - Excludes tax and revenue anticipation notes, enterprise revenues, mortgage revenue and tax allocation bonds and non-bonded capital lease obligations.

**Source:** California Municipal Statistics, Inc.

**CITY OF SOLANA BEACH**

**Legal Debt Margin Information  
Last Ten Fiscal Years  
(dollars in thousands)**

**Legal Debt Margin Calculation for Fiscal Year 2024**

Assessed value	\$ 6,653,097
Debt limit (15% of assessed value)	997,965
Debt applicable to limit:	
General obligation bonds	<u>-</u>
Total net debt applicable to limit	<u>-</u>
Legal debt margin	<u><u>\$ 997,965</u></u>

<u>Fiscal Year</u>	<u>Debt Limit</u>	<u>Total net debt Applicable to Limit</u>	<u>Legal Debt Margin</u>	<u>Legal Debt Margin Percentage of Debt Limit</u>
2015	\$ 597,013	\$ -	\$ 597,013	100.00%
2016	630,359	-	630,359	100.00%
2017	664,464	-	664,464	100.00%
2018	708,810	-	708,810	100.00%
2019	755,767	-	755,767	100.00%
2020	793,275	-	793,275	100.00%
2021	832,192	-	832,192	100.00%
2022	861,939	-	861,939	100.00%
2023	934,577	-	934,577	100.00%

**CITY OF SOLANA BEACH**

**Pledged-Revenue Coverage  
Last Ten Fiscal Years**

**2011 ABAG Refunded Lease Revenue Bonds**

<u>Fiscal Year</u>	<u>Use of Money &amp; Property</u>	<u>Lease/Rents</u>	<u>Less: Expenditures</u>	<u>Net Available Revenue</u>
2015*	\$ -	\$ 148,732	\$ -	\$ 148,732
2016*	-	153,283	-	153,283
2017*	-	152,429	-	152,429
2018*	-	151,067	-	151,067
2019*	-	154,321	-	154,321
2020*	-	147,382	-	147,382
2021*	-	150,056	-	150,056
2022*	-	147,465	-	147,465
2023*	-	-	-	-
2024*	-	-	-	-

<u>Fiscal Year</u>	<u>Debt Service</u>		<u>Coverage</u>
	<u>Principal</u>	<u>Interest</u>	
2015*	\$ 114,800	\$ 33,932	1.00
2016*	123,400	29,883	1.00
2017*	126,800	25,629	1.00
2018*	129,800	21,267	1.00
2019*	137,600	16,721	1.00
2020*	135,300	12,082	1.00
2021*	142,700	7,356	1.00
2022*	145,000	2,465	1.00
2023*	-	-	0.00
2024*	-	-	0.00

**Notes:** Details regarding the city's outstanding debt can be found in the notes to the financial statements.

Expenditures do not include interest, depreciation, or amortization expenses.

\* 2002 ABAG Lease Revenue Bonds



**CITY OF SOLANA BEACH**

**Demographic and Economic Statistics  
Last Ten Calendar Years**

<b>Calendar Year</b>	<b>Population</b>	<b>Personal Income (thousands of dollars)</b>	<b>Per Capita Personal Income</b>	<b>Unemployment Rate</b>
2014	\$ 13,059	\$ 731,200	\$ 55,992	6.0%
2015	13,494	778,568	57,697	4.8%
2016	13,527	815,210	60,265	4.3%
2017	13,938	830,408	59,579	1.7%
2018	13,933	875,833	62,860	1.7%
2019	13,838	873,757	63,142	1.7%
2020	13,827	894,002	64,656	5.1%
2021	12,812	899,448	70,204	2.6%
2022	12,784	925,044	72,360	1.8%
2023	12,887	1,116,234	86,617	2.0%

**Sources:** HdL Coren & Cone report prepared on 8/19/24

CITY OF SOLANA BEACH

25 MAJOR EMPLOYERS - SAN DIEGO COUNTY  
AS OF 2024

Employer	Category	Industry
32nd St Naval Station	3	Federal Government-National Security
Collins Aerospace	1	Aircraft Components-Manufacturers
Employees' Association - SDG&E	1	Associations
General Dynamics Nassco	1	Ship Builders & Repairers (Mfrs)
Illumina Inc	1	Biotechnology Products & Services
Jennifer Moreno Dept - Veterans	1	Hospitals
Kaiser Permanente Vandever Med	2	Physicians & Surgeons
Kaiser Permanente Zion Med Ctr	1	Hospitals
MCCS MCRD San Diego - Marine Corps	2	Military Bases
Merchants Building Maintenance	1	Janitor Service
Naval Medical Center San Diego	2	Hospitals
Page One Seo	1	Mental Health Services
Rady's Children's Hospital	1	Hospitals
San Diego Community College	2	Junior-Community College- Tech Institutes
San Diego County Sheriff	1	Police Departments
Scripps Mercy Hospital San Diego	1	Hospitals
Scripps Research Institute	1	Laboratories-Research & Development
Seaworld San Diego	1	Amusement & Theme Parks
Sharp Grossmont Hospital	1	Hospitals
Sharp Grossmont Rehab Center	1	Vocational Rehabilitation Services
Sharp Mary Birch Hospital	1	Hospitals
Sony Electronics Inc	1	Electronic Equipment & Supplies-Retail
UCSD- Neural Computation	3	University-College Dept/Facility/Office
University of California	3	University-College Dept/Facility/Office
University of California - San Diego	3	Schools-Universities & College Academic

**Source:**

State of California- Employee Development Department- Major Employers in San Diego for 2024

**Categories**

- 1 1,000-4,999 Employees
- 2 5,000-9,999 Employees
- 3 10,000+ Employees

**CITY OF SOLANA BEACH**

**Full-time-Equivalent City Government Employees by Function/Program  
Last Ten Fiscal Years**

<u>Function/Program</u>	<u>Fiscal Year</u>									
	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
General government										
City Council	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20
City Clerk	3.10	3.10	3.10	3.10	3.10	3.23	3.23	3.48	3.23	3.23
City Manager	2.05	2.05	1.80	1.90	1.90	2.48	2.48	2.58	2.58	2.58
Legal Services	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25
Finance	3.55	3.55	3.55	3.45	3.05	3.30	3.70	3.35	3.35	3.90
Risk Mgt - Ins & Workers Comp	-	-	-	-	-	1.20	1.20	1.20	1.20	1.35
Personnel/Human Resources	1.00	1.00	1.15	0.95	0.95	0.95	0.95	1.20	1.20	2.10
Info/Communication Systems	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.50	1.50	2.50
Community Development	6.00	6.00	5.80	5.80	5.80	6.00	7.00	6.00	6.00	7.00
Public Safety										
Fire	19.95	19.95	19.95	20.20	20.20	20.20	20.20	20.20	20.20	19.20
Code Enforcement	1.80	1.80	1.80	1.80	1.80	1.80	1.80	1.80	1.80	1.80
Marine Safety	8.06	9.49	9.49	9.29	9.29	9.71	9.71	9.71	9.71	10.13
Junior Lifeguards	3.73	3.53	4.03	4.23	4.23	4.7	3.98	3.93	3.93	3.93
Public Works										
Engineering	2.28	2.13	2.73	2.73	2.73	2.73	2.73	2.73	2.73	2.73
Environmental/Flood Control	1.10	1.10	1.05	1.05	1.05	1.05	1.05	1.20	1.20	1.35
Street Maintenance	2.95	2.95	2.95	2.95	2.95	2.95	2.95	2.95	2.95	2.35
Park Maintenance	1.35	1.35	1.35	1.35	1.35	1.35	1.25	1.35	1.35	1.00
Recreation & Community Services										
Community Services	0.95	0.95	0.90	0.90	0.65	0.90	0.65	0.85	0.85	1.10
Recreation	2.46	2.48	2.43	2.43	2.38	2.43	2.33	2.50	2.45	2.45
Sanitation	2.93	3.22	3.12	3.37	3.37	3.37	3.37	3.37	3.37	4.84
Improvement Districts	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.95	0.95	1.70
Redevelopment Agency	0.90	0.90	1.10	0.80	0.80	0.80	0.14	0.24	0.24	0.12
Solana Energy Alliance*	-	-	-	-	0.75	0.75	0.75	-	-	-
<b>Total Personnel</b>	<b>66.51</b>	<b>67.90</b>	<b>68.65</b>	<b>68.65</b>	<b>68.70</b>	<b>72.25</b>	<b>71.82</b>	<b>71.54</b>	<b>71.24</b>	<b>75.81</b>

**Notes:** A full-time employee is scheduled to work 2,080 hours per year (including vacation and sick leave). Full-time equivalent employment is calculated by dividing total labor hours by 2,080.

\*Solana Energy Alliance (SEA) only operated from FY 2019 through FY 2021.

**Source:** City of Solana Beach's Annual Budget

CITY OF SOLANA BEACH

Operating Indicators by Function/Program  
Last Ten Fiscal Years

Function/Program	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Community development										
Number of:										
Business Certificates (A)	1,957	2,068	2,007	2,055	2,345	2,677	2,677	1,608	1,853	1,859
Plan checks (B)	275	304	284	319	319	399	399	483	699	899
Code violations (C)	1,016	1,240	1,124	2,513	2,656	8	-	155	177	246°
Parking Citations	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1,892
Police (Calendar basis)										
Number of calls for service (D) (E):										
Priority 1	12	13	7	11	9	2	9	12	13	16
Priority 2	467	437	343	470	209	159	207	281	233	210
Priority 3	1,712	1,740	1,141	1,825	167	117	143	160	154	136
Priority 4	1,225	1,110	826	1,181	1,154	1,109	1,337	1,478	1,301	1,286
Priority 5	N/A	N/A	N/A	N/A	247	226	337	345	274	258
Priority 6	N/A	N/A	N/A	N/A	147	287	212	164	163	148
Priority 7	N/A	N/A	N/A	N/A	703	619	832	831	834	766
Priority 8	N/A	N/A	N/A	N/A	-	-	-	-	-	-
Priority 9	N/A	N/A	N/A	N/A	-	-	-	-	-	-
FBI Index Crimes	305	240	173	227	139	117	231	246	219	250
Fire										
Emergency Responses	1,798	1,810	1,883	1,859	1,792	1,792	1,495	1,569	1,469	1,884
Training Hours	6,178	5,997	4,696	4,687	6,350	6,350	6,375	7,053	6,374	6,990
Plan Checks	289	380	390	375	375	375	436	452	490	646
Public works										
Miles of:										
Street resurfacing/repair	550000**	5.3*	1.7*	2	3.8	1.0	0.8	1.1	5.3	5.3
Street sweeping	900*	900*	900*	504	504	504	504	504	504	504
Number of:										
Street signal maintained	192	192	192	192	192	192	192	192	192	192
Trees pruned per year	40	40	500	274	280	280	280	280	280	290
Recreation & community services										
Number of enrollees:										
Day camp (Calendar basis)	329	266	315	322	315	312	290	303	294	301
Special events (attendees)	10,600	7,800	8,300	7,400	7,700	6,500	2,200	9,350	5,300	9,100

N/A - Data not available

(A) - Includes new & renewal licenses

(B) - Excludes temporary plan checks.

(C) - Code cases are based on the number of cases opened during the calendar year.

° estimated based on 9 months of data of calendar year 2024

(D) - Numbers adjusted and updated on ACFR FY16-17 for FY13-FY17 numbers to count only complete calls for service.

(E) - FY18-19 San Diego Sheriff dispatch system shifted to a 9-category system

Sources: Various city departments.

\* Street Repair in Miles

\*\* Street repair in Square Feet (SF)

**CITY OF SOLANA BEACH**

**Capital Asset Statistics by Function/Program  
Last Ten Fiscal Years**

<u>Function/Program</u>	<u>Fiscal Year</u>									
	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
Public Safety										
Code enforcement vehicles	2	2	2	2	2	2	2	2	2	2
Fire										
Stations	1	1	1	1	1	1	1	1	1	1
Fire Engines	3	3	3	3	2	2	2	2	2	2
Fire Ladder Truck	1	1	1	1	1	1	1	1	1	1
Other vehicles	2	2	2	2	3	3	3	3	3	3
Public works										
Streets (miles)	42	42	42	42	42	42	42	42	42	42
Street lights (city-owned)	527	527	527	525	525	525	525	525	525	525
Traffic signals	16	16	16	16	16	16	16	16	16	16
Public works vehicles	11	11	12	8	8	8	8	8	8	9
Public works Corporation Yard	1	1	1	1	1	1	1	1	1	1
Recreation & community service										
Community centers	2	2	2	2	2	2	2	2	2	2
Parks	3	3	3	2	2	2	2	2	2	2
Marine Safety										
Lifeguard Stations (Permanent)*	3	3	6	6	3	3	3	3	3	3
Lifeguard Stations (Temporary)	N/A	N/A	N/A	N/A	3	4	4	4	4	4
Vehicles	4	4	5	5	5	5	5	5	4	4

**Notes:** No capital asset indicators are available for the general government.

**Sources:** Various city departments.

\* Both Fixed and Portable Towers up FY18. FY19 broke out number of temporary stations.



**CITY OF SOLANA BEACH**

635 S. Highway 101  
Solana Beach, CA 92075  
[www.cityofsolanabeach.org](http://www.cityofsolanabeach.org)  
(858) 720-2460

**Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards***

City Council  
City of Solana Beach  
City of Solana Beach, California

**Independent Auditor's Report**

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of City of Solana Beach (the City), as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated December 6, 2024.

**Report on Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

## **Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

DavisFarrLLP

Irvine, California  
December 6, 2024



To the Honorable Mayor and Members of the City Council  
City of Solana Beach, California

We have audited the financial statements of the City of Solana Beach (the City) as of and for the year ended June 30, 2024, and have issued our report thereon dated December 6, 2024. Professional standards require that we advise you of the following matters relating to our audit.

### **Our Responsibility in Relation to the Financial Statement Audit**

As communicated in our engagement letter dated May 22, 2024, our responsibility, as described by professional standards, is to form and express opinions about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the City solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

### **Planned Scope and Timing of the Audit**

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

### **Compliance with All Ethics Requirements Regarding Independence**

The engagement team, others in our firm, as appropriate, our firm, and our network firms have complied with all relevant ethical requirements regarding independence.

We identified self-review threats to independence as a result of non-attest services provided. Those non-attest services included the preparation of the financial statements and recording journal entries detected during the audit process.

To mitigate the risk, management has compared the draft financial statements and footnotes to the underlying accounting records to verify accuracy and has reviewed a disclosure checklist to ensure footnotes are complete and accurate.

Additionally, we utilize a quality control reviewer to perform a second review of journal entries and the financial statements. We believe these safeguards are sufficient to reduce the independence threats to an acceptable level.

### **Significant Risks Identified**

We have identified the following significant risks:

- Compliance with Federal Grant Requirements. We reviewed the City's schedule of federal expenses and selected major programs to test for compliance with federal grant requirements.
- Investments in joint ventures. We reviewed the City's component unit joint venture financial statements to ensure the respective portion of the joint venture is properly calculated and accounted for.

### **Qualitative Aspects of the Entity's Significant Accounting Practices**

#### *Significant Accounting Policies*

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the City is included in Note 1 to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during 2024. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

#### *Significant Accounting Estimates*

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements are:

- Management's estimate of the transactions related to net pension liabilities, net other post-employment benefits (OPEB), and claims liability are based on actuarial information. We evaluated the key factors and assumptions used to develop the amounts used by the actuaries and determined that they are reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.
- Management's estimate of revenue and expense accruals related to federal grant programs. We evaluated the key factors and assumptions used to develop the amounts recorded as accruals and determined that they are reasonable in relation to the financial statements taken as a whole.

### *Financial Statement Disclosures*

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the City's financial statements relate to the disclosure of Debt Covenant Compliance for JPA Loans in Note 11 to the financial statements calculates the City's debt service coverage ratios, which are required disclosures related to the City's debt covenants and are particular importance to users of the financial statements, particularly the City's debtholders.

### **Significant Unusual Transactions**

For purposes of this communication, professional standards require us to communicate to you significant unusual transactions identified during our audit. There were no unusual transactions noted as a result of our audit procedures.

### **Significant Difficulties Encountered during the Audit**

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

### **Uncorrected and Corrected Misstatements**

For purposes of this communication, professional standards also require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. Management has corrected all misstatements.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. None of the misstatements identified by us as a result of our audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole or applicable opinion units.

### **Disagreements with Management**

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the City's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

### **Representations Requested from Management**

We have requested certain written representations from management in a letter dated December 6, 2024.

## **Management's Consultations with Other Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

## **Other Significant Matters, Findings, or Issues**

In the normal course of our professional association with the City, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, significant events or transactions that occurred during the year, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the City's auditors.

## **Other Information Included in the Annual Comprehensive Financial Report**

Pursuant to professional standards, our responsibility as auditors for other information, whether financial or nonfinancial, included in the City's annual report, does not extend beyond the information identified in the audit report, and we are not required to perform any procedures to corroborate such other information. However, in accordance with such standards, we have read the information and considered whether such information, or the manner of its presentation, was materially inconsistent with its presentation in the financial statements.

Our responsibility also includes communicating to you any information which we believe is a material misstatement of fact. Nothing came to our attention that caused us to believe that such information, or its manner of presentation, is materially inconsistent with the information, or manner of its presentation, appearing in the financial statements.

This report is intended solely for the information and use of the City Council and management of the City and is not intended to be and should not be used by anyone other than these specified parties.

*DavisFarrLLP*

Irvine, California  
December 6, 2024



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Alyssa Muto, City Manager  
**MEETING DATE:** January 29, 2025  
**ORIGINATING DEPT:** City Clerk’s Office – Angela Ivey, City Clerk  
**SUBJECT:** **2025 Annual Citizen Commission Appointments**

## **BACKGROUND:**

The City of Solana Beach has five Citizen Commissions that represent priorities of the City Council and who may be tasked with reviewing the City’s operating budget, focusing on the City’s climate goals, conducting City events, participating in community art opportunities, or reviewing feasible private development solutions. Each commission has a defined number of members that are appointed by the Council for two-year terms. These appointments have been staggered so that approximately half of the Solana Beach Citizen Commission members’ two-year term appointments expire every January. By the end of January 2025, there will be a total of 18 scheduled vacancies of public appointments within all five Citizen Commissions that require new appointments by the Council for two-year terms. An additional vacancy opened during the Citizen Commission application period as a result of a resignation from the Climate Action Commission (now titled the Climate & Resiliency Commission). This vacancy is a mid-term appointment and would be for a one-year term, concluding in January 2026.

All appointments to Citizen Commissions are conducted in accordance with Council Policy No. 5 - *Appointment of Citizens to Boards, Commissions, Committees, and Task Forces* (Attachment 2). All persons who were interested in serving on the City’s Citizen Commissions were required to complete and file a Citizen Interest Form (application), with the required references, and submit it to the City Clerk for formal application processing prior to the January 14, 2025, at 5:30 p.m. deadline. For those Commission members that were reapplying for their position’s scheduled vacancy, a re-submittal application was available for minor changes to their original full application, thus streamlining the application process. The Application/Citizen Interest Form is available year-round at the City Clerk’s Office and on the City’s website.

Pursuant to California Government Code Section 54972 (the “Maddy Act”), the posting of certain information of all current members appointed by City Council is required, listing the names of all serving appointees, original date of appointment, term and qualifications for all appointed positions. This posting requirement was met on November 21, 2024, (Attachment 1) on the City’s bulletin board and on the City’s website.

CITY COUNCIL ACTION: \_\_\_\_\_  
 \_\_\_\_\_

**DISCUSSION:**

The Council will make appointments to all five (5) Citizen Commissions for the 19 open vacancies. Eighteen of the positions are to be filled for two-year terms, until January 2027, and one position is refilling an opening on the Climate & Resiliency Commission, which is for a one-year term, until January 2026, due to a member resignation.

Vacancies	Term	Subject to Majority Vote, Appointment by:
<b>Budget and Finance Commission: 3 vacancies total</b>		
Three (3) vacancies	2 Years Until End of Jan 2027	By Mayor Heebner
		By Councilmember Edson (District 3)
		By Councilmember Zito (District 1)
<b>Climate &amp; Resiliency Commission: 5 vacancies total</b> <i>(new name as of Jan. 13, 2025)</i>		
Three (3) vacancies <i>Residents</i>	2 Years Until End of Jan 2027	By Council-at-large
One (1) vacancy <i>Resident</i> Due to resignation	1 Year Until End of Jan 2026	By Council-at-large
One (1) vacancy <i>Professional</i> <i>(resident or non-resident)</i>	2 Years Until End of Jan 2027	By Council-at-large
<b>Parks and Recreation Commission: 4 vacancies total</b>		
Four (4) vacancies	2 Years Until End of Jan 2027	By Council-at-large
<b>Public Arts Commission: 4 vacancies total</b>		
Four (4) vacancies	2 Years Until End of Jan 2027	By Council-at-large
<b>View Assessment Commission: 3 vacancies total</b>		
Three (3) vacancies	2 Years Until End of Jan 2027	By Mayor Heebner
		By Deputy Mayor Becker (District 2)
		By Councilmember Edson (District 3)

### *Notification/Recruitment Efforts*

The “Maddy Act” posting provides a notice of the status of member appointments for general reference. In addition, a vacancy notice (Attachment 3) was prepared and posted, and various efforts were made to seek public interest by informing all existing members, regardless of whether their term was expiring, past applicants, posting of vacancy notices, Council and Staff noticing, and City eblasts to an estimated 2,000+ subscribers. In addition, outreach was made to 11 scientific organizations including Association of Women in Science, Environmental Health Coalition, Environmental Science Association, I Love a Clean San Diego, ICLEI (Local Governments of Sustainability), San Diego Foundation, San Diego Science Alliance, SCS Engineers, UCSD Environmental Studies, and the University of San Diego College of Arts and Sciences. Four paid advertisements were published in the Solana Beach Sun (owned by the Union Tribune) and The Coast News Group, both free papers distributed around Solana Beach.

### *Application Process*

The Application deadline was posted for January 14, 2025, at 5:30 p.m. to process and distribute all applications with the agenda packet. Since the number of applications needed was received by this date, no deadline extension occurred.

Resubmittal applications were accepted from members re-applying for the same position while new applications were submitted from new applicants or current members applying for a different Commission. Applications were reviewed for completion of contact information, commission choices, and verification of requirement criteria, such as property ownership, which is required for two Commissions (Budget and Finance and View Assessment).

### *Distribution to Council*

This Staff Report contains an *Application Worksheet* (Attachment 6) outlining each applicant’s Commission selection(s) and their respective application submittals (Attachment 7). The applications are on file with the City Clerk’s Office and were distributed to the City Council with this Agenda’s full packet or available via a separate link for the general public.

### *Appointment Protocol*

As outlined in Solana Beach Municipal Code (SBMC) Section 2.60, appointment designations are noted for each individual Commission, whether a position is appointed by Council-at-Large or whether it is designated by an individual Councilmember. These appointment designations are noted on the Public Notice. All nominations are subject to a majority vote of the City Council.

### *Member Requirements*

SBMC Sections 2.64, 2.72, 2.74, 2.84, Resolution 2007-160 (for Budget Finance), and Resolution 2025-003 (Climate & Resiliency) outline the duties of the Commissions; however, there are other duties and assignments determined by Council, Staff, and the Commissions in relation to various opportunities and issues that occur throughout the year. To carry out the Commission’s work, SBMC Section 2.60.010 outlines the requirements of meeting attendance. As a legislative body, like the City Council, Citizen Commissions are required to fulfill a responsibility of participating in each meeting for all matters brought before the Commission. In addition, the Commission Handbook, provided to each appointed/re-appointed member, and

posted online, provides various other requirements, regulations, guidelines, and procedures for Commission members.

### *Member Appointment Term*

The appointment date of Commission members triggers deadlines for required tasks and filing paperwork. The appointed member may begin participating in Commission work once they have been sworn in by taking their Official Oath, administered by the City Clerk's Office. The swearing-in may take place before or at the first meeting of the Commission as coordinated with the City Clerk's Office. Member terms end on January 31 or once an appointment is made to fill their post, whichever occurs first.

### **FISCAL IMPACT:**

There is no significant fiscal impact associated with this annual appointment process. Pursuant to City Council Policy 19 (*Background Check Requirements for Citizen Commissions*), new appointees are required to complete a background check at the expense of the City. The Human Resources department incurs the cost for background checks for Commission members.

### **WORK PLAN:** N/A

### **OPTIONS:**

- Approve Staff recommendation and proceed with appointments for vacancies.
- Do not approve Staff recommendation and extend deadline to receive new applications, allowing expiring positions to remain vacant until refilled.


### **CITY STAFF RECOMMENDATION:**

Staff recommends that City Council:

1. Appoint three (3) members to the **Budget and Finance** Commission nominated/appointed by individual members (Mayor Heebner, Councilmember Edson, and Councilmember Zito) for two-year terms.
2. Appoint five (5) members to the **Climate & Resiliency** Commission nominated/appointed by *Council-at-large for the following positions:*
  - a. Three (3) *Resident* appointments for two-year terms.
  - b. One (1) *Resident* appointment for a one-year term.
  - c. One (1) *Professional* appointment for a member of the environmental and/or scientific community (*resident or non-resident*) for a two-year term.
3. Appoint four (4) members to the **Parks and Recreation** Commission nominated/appointed by *Council-at-large* for two-year terms.
4. Appoint four (4) members to the **Public Arts** Commission nominated/appointed by *Council-at-large* for two-year terms.



5. Appoint three (3) members to the **View Assessment** Commission: nominated/appointed by individual members (Mayor Heebner, Deputy Mayor Becker, and Councilmember Edson) for two-year terms.



Alyssa Muto, City Manager

Attachments:

1. Maddy Act Posting
2. Policy No. 5
3. Vacancy Notification Flyer
4. Worksheet outlining openings and applicants' choice(s)
5. List of Applicants
6. Applications (separate binder)