



CITY OF MORRO BAY

Citizens Oversight Committee

Acting as Citizens Finance Advisory Committee

AGENDA

Mission Statement

The City of Morro Bay provides essential public services and infrastructure to maintain a safe, clean and healthy place for residents and visitors to live, work and play.

Regular Meeting

Tuesday, August 20, 2024 - 3:00 PM

Veterans Memorial Hall

209 Surf St., Morro Bay, CA

Stephen Peck	Chair
Michael Erin Woody	Vice-Chair
Jean Johnson	Member
Brian Dorfman	Member

Pursuant to Assembly Bill 361 (2021-22) and Government Code section 54953 this Meeting will be conducted in a hybrid format with both in-person and virtual public participation. Ways to watch this meeting and submit public comment are provided below.

Public Participation:

Public participation is allowed in the following ways:

- *Community members may attend the meeting in person at the Morro Bay Veterans Hall.*
- *Alternatively, members of the public may watch the meeting and speak during general Public Comment or on a specific agenda item by logging in to the Zoom webinar using the information provided below. Please use the "raise hand" feature to indicate your desire to provide public comment.*

Please click the link below to join the webinar:

- <https://us02web.zoom.us/j/82722747698?pwd=aWZpTzcwTHlRTk9xaTlmWVNWRWFUQT09>

Password: 135692

- *Or Telephone Attendee: 1 (408) 638-0968 or 1 (669) 900 6833 or 1 (346) 248 7799; Webinar ID: 827 2274 7698; Password: 135692; Press *9 to "Raise Hand" for Public Comment*
- *Members of the public may watch the meeting either on cable Channel 20 or as streamed on the City [website](#).*
- *Community members are encouraged to submit agenda correspondence in advance of the meeting via email to the CFAC Committee at cfac@morrobayca.gov prior to the meeting. Agenda*

Correspondence received at cfac@morrobayca.gov by 10 a.m. on the meeting day will be posted on the City website.

ESTABLISH QUORUM AND CALL TO ORDER

COMMITTEE MEMBER ANNOUNCEMENTS & PRESENTATIONS

BRIEF FINANCE DIRECTOR UPDATE

PUBLIC COMMENT

Members of the audience wishing to address the CFAC on City business matters not on the agenda may do so at this time. For those desiring to speak on items on the agenda, but unable to stay for the item, may also address the CFAC at this time.

A. CONSENT CALENDAR

1. APPROVAL OF MINUTES FOR THE MAY 21, 2024, CITIZENS' OVERSIGHT/FINANCE ADVISORY COMMITTEE MEETING

Recommendation: Approve as submitted.

B. BUSINESS ITEMS

1. INFORMATIONAL SESSION ON LOCAL TAXES LED BY KEN BROWN (HdL PRINCIPAL STAFF)

RECOMMENDATION: Receive an informational presentation regarding local tax generation from Ken Brown.

2. DISCUSSION OF POTENTIAL CITY REVENUE GENERATION

RECOMMENDATION: Provide recommendations for City Council consideration to generate new revenue.

3. FUNDING REQUEST - POLICE DEPARTMENT PERSONNEL; (POLICE CHIEF WATKINS)

RECOMMENDATION: Staff recommends that the Citizens Finance Advisory Committee (CFAC) approve the request and recommend to Council to fund the existing Property and Evidence Clerk part-time permanent position from Measure E funds.

4. FUNDING REQUEST - FIRE DEPARTMENT LADDER TRUCK REPAIR; (FIRE CHIEF MCCRAIN)

RECOMMENDATION: Staff recommends the Citizens Finance Advisory Committee (CFAC) approve the request and recommend to Council to fund the repair of the Fire ladder truck.

C. FUTURE AGENDA ITEMS

D. SCHEDULE NEXT MEETING

October 15, 2024

E. ADJOURNMENT

THIS AGENDA IS SUBJECT TO AMENDMENT UP TO 72 HOURS PRIOR TO THE DATE AND TIME SET FOR THE MEETING. PLEASE CALL CITY HALL AT 805-772-6201 FOR FURTHER INFORMATION.

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN A CITY MEETING, PLEASE CONTACT THE CITY CLERK'S OFFICE AT (805) 772-6205. NOTIFICATION 24 HOURS PRIOR TO THE MEETING WILL ENABLE THE CITY TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THE MEETING.

MINUTES –CITIZENS OVERSIGHT/FINANCE
ADVISORY COMMITTEE
REGULAR MEETING – May 21, 2024
VETERAN’S MEMORIAL HALL – 3:00 p.m.

MEMBERS PRESENT: Stephen Peck Chair
Jean Johnson Committee Member
Brian Dorfman Committee Member
Kathy Hoversten Committee Member

ABSENT: Michael Erin Woody Vice-Chairperson

STAFF PRESENT: Yvonne Kimball City Manager
Emily Conrad Finance Director
Greg Kwolek Public Works Director
Melissa Green Administrative Programs Manager
Erika Castillo Account Clerk III

ESTABLISH QUORUM AND CALL TO ORDER

<https://youtu.be/6AdfDQePq0Y?si=rVg86o9HeqEKXw5g&t=26>

Chair Peck called the meeting to order at 3:01 p.m. with Vice-Chair Woody and Member Dorfman absent. Member Dorfman joined the meeting at 3:30 pm.

COMMITTEE MEMBER ANNOUNCEMENTS & PRESENTATIONS
None.

DIRECTOR UPDATE
None.

PUBLIC COMMENT

<https://youtu.be/6AdfDQePq0Y?si=Px6e8zEAalh5aUnR&t=79>

Chair Peck opened the public comment period; seeing none, the public comment period was closed.

A. CONSENT CALENDAR
<https://youtu.be/6AdfDQePq0Y?si=eY69ln5XUVgQS8V3&t=117>

A-1 APPROVAL OF MINUTES FOR FEBRUARY 20, 2024 CITIZENS OVERSIGHT/FINANCE
ADVISORY COMMITTEE MEETING

Recommendation: Approve as submitted.

A-2 APPROVAL OF MINUTES FOR THE APRIL 17, 2024, JOINT CITIZENS’
OVERSIGHT/FINANCE ADVISORY COMMITTEE/PUBLIC WORKS ADVISORY BOARD
SPECIAL MEETING

Recommendation: Approve as submitted.

MOTION: Member Hoversten moved to approve the minutes from the February 20, 2024 Citizens Oversight/Finance Advisory Committee meeting and April 17, 2024 Joint Citizens Oversight/Finance Advisory Committee/Public Works Advisory Board Special meeting. The motion was seconded by Member Johnson. The motion carried 3-0-2, with Vice-Chair Woody and Member Dorfman absent.

B. BUSINESS ITEMS

B-1 DISCUSSION AND INPUT ON THE FISCAL YEAR 2024-25 DRAFT PROPOSED BUDGET (FINANCE DIRECTOR/ADMINISTRATIVE PROGRAMS MANAGER)

<https://youtu.be/6AdfDQePq0Y?si=jVh9Alrwmu5p1D3&t=148>

City Manager Kimball formally introduced Finance Director Conrad as the new Finance Director for the City's Administrative Services Department and provided some opening remarks regarding the budget development process.

Finance Director Conrad and Administrative Programs Manager Melissa Green presented the Fiscal year 2024-25 Draft Proposed Budget and answered committee member questions. Public Works Director Kwolek answered questions specific to capital projects.

Public Comment:

Bill Luffee, Morro Bay, spoke regarding estimated revenues, which he felt were too conservative. He also advocated for prioritizing the Coleman Park Restroom project.

Homer Alexander, Morro Bay, spoke regarding the Annual Pavement Management Program and expressed a desire to see it fully funded and opined that estimated revenues were too conservative. He also commented on the accuracy of the five-year fiscal forecasts.

Chair Peck closed public comment.

MOTION: Chair Peck moved to submit CFAC recommended changes to the Fiscal Year 2024-25 Draft Proposed Budget to the City Council for consideration:

- Remove funding for the Harbor Patrol Reserve Program.
- Remove funding for the Local Roadway Safety Plan and Sidewalk/Street Tree Replacement projects and reallocate those funds (\$350,000) to the Annual Pavement Management Program. The Committee also recommended increasing the Annual Pavement Management Program budget in out-years using an inflationary index.

The motion was seconded by Member Johnson and carried 3-1-1, with Member Hoversten voting No and Vice-Chair Woody absent.

Committee Members offered individual comments on the remainder of the funds and departments including the general fund.

B-2 DISCUSSION ON THE PUBLIC WORKS ADVISORY BOARD/CITIZENS' OVERSIGHT/FINANCE ADVISORY COMMITTEE MEETING FOR CAPITAL IMPROVEMENT PROJECT (CIP) PRIORITIZATION

<https://youtu.be/6AdfDQePq0Y?si=dwIC1rssRleUhleB&t=5011>

Chair Peck provided a presentation for committee member discussion and Public Works Director Kwolek answered committee member questions.

Public comment:
None

Chair Peck closed public comment.

The report was received and filed.

B-3 PRESENTATION BY CHAIR PECK AND VICE CHAIR WOODY ON JOINT HARBOR ADVISORY BOARD/PUBLIC WORKS ADVISORY BOARD MEETING ON HARBOR LEASE RECOMMENDATIONS

<https://youtu.be/6AdfDQePq0Y?si=Z8AQ7LYaevg1669E&t=5326>

Chair Peck provided a presentation with an update to the committee.

Public comment:
None

Chair Peck closed public comment.

The report was received and filed.

C. FUTURE AGENDA ITEMS

<https://youtu.be/6AdfDQePq0Y?si=0-zLYaLXTHsJdDLk&t=5465>

1. Discussion of possible review of revenues received in FY 2023-24 to ensure accurate projections for FY 2024-25 and out-years.
2. Discussion of possible review of CFAC budget review dates.

D. SCHEDULE NEXT MEETING

The next regularly scheduled Citizen's Oversight/Finance Committee meeting will be August 20, 2024 at 3:00 p.m.

E. ADJOURNMENT

The meeting adjourned at 4:36 p.m.

Recorded by:

Melissa Green
Administrative Programs Manager

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AGENDA NO: B-3

MEETING DATE: August 20, 2024

Staff Report

TO: CFAC Chair and Committee Members

DATE: August 15, 2024

FROM: Emily Conrad, Finance Director

SUBJECT: Funding Request – Police Department Personnel

RECOMMENDATION

Staff recommends the Citizens Finance Advisory Committee (CFAC) approve the request and recommend to Council to fund the existing Property and Evidence Clerk part-time permanent position from Measure E funds.

ALTERNATIVES

The Committee may choose not to approve the request and recommend to Council to keep the Property and Evidence Clerk position in the Special Safety Grants Fund.

BACKGROUND/DISCUSSION

During budget development, the Police Department requested the funding source of the Property and Evidence Clerk be changed from the Special Safety Grants Fund (282) to Measures E. Due to how the request was made, Finance staff did not recognize what was being requested and assumed the data entry was a typographical error. The City's budget was adopted with the Property and Evidence Clerk funded by the Special Safety Grants Fund. The funding request is being presented to CFAC for review and recommendation to Council for approval.

The total cost of the part-time/permanent Property and Evidence Clerk is \$60,100 (\$45,930 in wages and \$14,170 in benefits). The adopted budget for 2024-25 Measure E was \$4,313,735 in Revenue and \$3,729,389 in Expenditures. If 2024-25 transactions hit those targets, the fund balance for Measure E would increase by the difference between revenue and expenditures, or \$584,346. The projected fund balance at year-end based on the adopted budget is \$935,601. Approval of this funding request would result in a projected ending fund balance of \$875,501.

CONCLUSION

Staff recommends that the Committee approve the request and recommend to the Council that Measure E funds be used to fund the existing part-time permanent position of the Property and Evidence Clerk.

ATTACHMENTS

1. Measure E Budget revised to include Property and Evidence Clerk funding.

City of Morro Bay Budget Worksheet Report

G/L Account Number	Account Description	ADOPTED BUDGET	REQUESTED AMENDMENT-PD	AMENDED TOTAL
Fund: 003 - Sales & Use Tax Measure Q & E				
REVENUES				
Department: 1111 - Undistributed/Non-Dept.				
<i>300-Rev Taxes - Revenues From Taxes</i>				
003-1111 3053	Sales Tax City Portion - Measure E	\$ 4,313,735.00		\$ 4,313,735.00
<i>Account Classification Total: 300-Rev Taxes - Revenues From Taxes</i>		\$ 4,313,735.00	\$ -	\$ 4,313,735.00
Department Total: 1111 - Undistributed/Non-Dept.		\$ 4,313,735.00	\$ -	\$ 4,313,735.00
REVENUES Total		\$ 4,313,735.00	\$ -	\$ 4,313,735.00
EXPENSES				
Department: 1111 - Undistributed/Non-Dept.				
<i>70-Services - Services</i>				
003-1111 6105	Consulting Services	\$ 30,000.00		\$ 30,000.00
<i>Account Classification Total: 70-Services - Services</i>		\$ 30,000.00	\$ -	\$ 30,000.00
Department Total: 1111 - Undistributed/Non-Dept.		\$ 30,000.00	\$ -	\$ 30,000.00
Department: 4110 - Police Department				
<i>10-Personnel - Personnel Services</i>				
003-4110 4110	Regular Pay	\$ 391,001.53	\$ 45,930.00	\$ 436,931.53
003-4110 4120	Overtime Pay	\$ 22,000.00		\$ 22,000.00
003-4110 4310	Part-Time Pay	\$ 68,500.00		\$ 68,500.00
003-4110 4515	Standby Pay	\$ 8,591.48		\$ 8,591.48
003-4110 4599	Other Pay	\$ 23,959.99		\$ 23,959.99
003-4110 4910	Employer Paid Benefits	\$ 89,372.21	\$ 14,170.00	\$ 103,542.21
003-4110 4911	Pension Normal Cost	\$ 58,046.24		\$ 58,046.24
003-4110 4912	PERS Unfunded Accrued Liability	\$ 107,232.45		\$ 107,232.45
003-4110 4914	Workers' Compensation	\$ 16,004.00		\$ 16,004.00
<i>Account Classification Total: 10-Personnel - Personnel Services</i>		\$ 784,707.90	\$ 60,100.00	\$ 844,807.90
<i>70-Services - Services</i>				
003-4110 6199	Other Professional Services	\$ 20,000.00		\$ 20,000.00
003-4110 6640	Maintenance Contracts	\$ 27,073.06		\$ 27,073.06
<i>Account Classification Total: 70-Services - Services</i>		\$ 47,073.06	\$ -	\$ 47,073.06
<i>80-Cap Outlay - Capital Outlay</i>				
003-4110 7302	Equipment Acquisition	\$ 30,000.00		\$ 30,000.00
<i>Account Classification Total: 80-Cap Outlay - Capital Outlay</i>		\$ 30,000.00	\$ -	\$ 30,000.00
<i>110-Other - Other Expense</i>				
003-4110 8721	Payment To Other Agency	\$ 36,720.00		\$ 36,720.00
<i>Account Classification Total: 110-Other - Other Expense</i>		\$ 36,720.00	\$ -	\$ 36,720.00
Department Total: 4110 - Police Department		\$ 898,500.96	\$ 60,100.00	\$ 958,600.96
Department: 4210 - Fire Department				
<i>10-Personnel - Personnel Services</i>				
003-4210 4110	Regular Pay	\$ 453,236.09		\$ 453,236.09

City of Morro Bay Budget Worksheet Report

G/L Account Number	Account Description	ADOPTED BUDGET	REQUESTED AMENDMENT-PD	AMENDED TOTAL
003-4210 4120	Overtime Pay	\$ 83,080.00		\$ 83,080.00
003-4210 4310	Part-Time Pay	\$ 87,360.00		\$ 87,360.00
003-4210 4599	Other Pay	\$ 23,027.96		\$ 23,027.96
003-4210 4910	Employer Paid Benefits	\$ 82,388.44		\$ 82,388.44
003-4210 4911	Pension Normal Cost	\$ 70,974.29		\$ 70,974.29
003-4210 4912	PERS Unfunded Accrued Liability	\$ 122,440.01		\$ 122,440.01
003-4210 4914	Workers' Compensation	\$ 21,928.00		\$ 21,928.00
<i>Account Classification Total: 10-Personnel - Personnel Services</i>		\$ 944,434.79	\$ -	\$ 944,434.79
Department Total: 4210 - Fire Department		\$ 944,434.79	\$ -	\$ 944,434.79
Department: 5205 - Public Works				
<i>10-Personnel - Personnel Services</i>				
003-5205 4110	Regular Pay	\$ 141,889.28		\$ 141,889.28
003-5205 4120	Overtime Pay	\$ 13,000.00		\$ 13,000.00
003-5205 4599	Other Pay	\$ 3,259.00		\$ 3,259.00
003-5205 4910	Employer Paid Benefits	\$ 30,267.56		\$ 30,267.56
003-5205 4911	Pension Normal Cost	\$ 11,280.01		\$ 11,280.01
003-5205 4912	PERS Unfunded Accrued Liability	\$ 30,575.58		\$ 30,575.58
003-5205 4914	Workers' Compensation	\$ 4,672.00		\$ 4,672.00
<i>Account Classification Total: 10-Personnel - Personnel Services</i>		\$ 234,943.43	\$ -	\$ 234,943.43
Department Total: 5205 - Public Works		\$ 234,943.43	\$ -	\$ 234,943.43
Department: 5215 - Consolidated Maintenance				
<i>10-Personnel - Personnel Services</i>				
003-5215 4110	Regular Pay	\$ 224,796.94		\$ 224,796.94
003-5215 4120	Overtime Pay	\$ 2,100.00		\$ 2,100.00
003-5215 4310	Part-Time Pay	\$ 83,200.00		\$ 83,200.00
003-5215 4599	Other Pay	\$ 7,147.00		\$ 7,147.00
003-5215 4910	Employer Paid Benefits	\$ 63,002.27		\$ 63,002.27
003-5215 4911	Pension Normal Cost	\$ 19,238.59		\$ 19,238.59
003-5215 4912	PERS Unfunded Accrued Liability	\$ 48,338.57		\$ 48,338.57
003-5215 4914	Workers' Compensation	\$ 9,989.00		\$ 9,989.00
<i>Account Classification Total: 10-Personnel - Personnel Services</i>		\$ 457,812.37	\$ -	\$ 457,812.37
<i>70-Services - Services</i>				
003-5215 6106	Contractual Services	\$ 70,000.00		\$ 70,000.00
<i>Account Classification Total: 70-Services - Services</i>		\$ 70,000.00	\$ -	\$ 70,000.00
Department Total: 5215 - Consolidated Maintenance		\$ 527,812.37	\$ -	\$ 527,812.37
Department: 5230 - Street Maintenance				
<i>70-Services - Services</i>				
003-5230 6106	Contractual Services	\$ 350,000.00		\$ 350,000.00
<i>Account Classification Total: 70-Services - Services</i>		\$ 350,000.00	\$ -	\$ 350,000.00
Department Total: 5230 - Street Maintenance		\$ 350,000.00	\$ -	\$ 350,000.00

City of Morro Bay Budget Worksheet Report

G/L Account Number	Account Description	ADOPTED BUDGET	REQUESTED AMENDMENT-PD	AMENDED TOTAL
Department: 6510 - Harbor Department				
<i>10-Personnel - Personnel Services</i>				
003-6510 4310	Part-Time Pay	\$ 76,960.00		\$ 76,960.00
003-6510 4910	Employer Paid Benefits	\$ 2,655.00		\$ 2,655.00
003-6510 4914	Workers' Compensation	\$ 1,824.00		\$ 1,824.00
<i>Account Classification Total: 10-Personnel - Personnel Services</i>		\$ 81,439.00	\$ -	\$ 81,439.00
<i>70-Services - Services</i>				
003-6510 6305	Disposal	\$ 120,000.00		\$ 120,000.00
<i>Account Classification Total: 70-Services - Services</i>		\$ 120,000.00	\$ -	\$ 120,000.00
Department Total: 6510 - Harbor Department		\$ 201,439.00	\$ -	\$ 201,439.00
Department: 6511 - Harbor Lifeguards				
<i>10-Personnel - Personnel Services</i>				
003-6511 4120	Overtime Pay	\$ 3,000.00		\$ 3,000.00
003-6511 4310	Part-Time Pay	\$ 97,500.00		\$ 97,500.00
003-6511 4910	Employer Paid Benefits	\$ 3,365.00		\$ 3,365.00
003-6511 4914	Workers' Compensation	\$ 2,093.00		\$ 2,093.00
<i>Account Classification Total: 10-Personnel - Personnel Services</i>		\$ 105,958.00	\$ -	\$ 105,958.00
<i>60-Supplies - Supplies</i>				
003-6511 5105	First Aide Supplies	\$ 500.00		\$ 500.00
003-6511 5109	Uniforms/Safety Equipment	\$ 5,000.00		\$ 5,000.00
003-6511 5199	Miscellaneous Operating Supplies	\$ 800.00		\$ 800.00
<i>Account Classification Total: 60-Supplies - Supplies</i>		\$ 6,300.00	\$ -	\$ 6,300.00
Department Total: 6511 - Harbor Lifeguards		\$ 112,258.00	\$ -	\$ 112,258.00
Department: 7710 - Interfund Transactions				
<i>100-Interfund - Interfund Transfers</i>				
003-7710 8540	TRFR To Capital Imp Fund	\$ 430,000.00		\$ 430,000.00
<i>Account Classification Total: 100-Interfund - Interfund Transfers</i>		\$ 430,000.00	\$ -	\$ 430,000.00
Department Total: 7710 - Interfund Transactions		\$ 430,000.00	\$ -	\$ 430,000.00
EXPENSES Total		\$ 3,729,388.55	\$ 60,100.00	\$ 3,789,488.55
Fund REVENUE	Total: 003 - Sales & Use Tax Measure Q & E	\$ 4,313,735.00	\$ -	\$ 4,313,735.00
Fund EXPENSE	Total: 003 - Sales & Use Tax Measure Q & E	\$ 3,729,388.55	\$ 60,100.00	\$ 3,789,488.55
Fund Total: 003 - Sales & Use Tax Measure Q & E		\$ 584,346.45	\$ (60,100.00)	\$ 524,246.45
REVENUE GRAND Totals:		\$ 4,313,735.00	\$ -	\$ 4,313,735.00
EXPENSE GRAND Totals:		\$ 3,729,388.55	\$ 60,100.00	\$ 3,789,488.55
Grand Totals:		\$ 584,346.45	\$ (60,100.00)	\$ 524,246.45



AGENDA NO: B-4

MEETING DATE: August 20, 2024

Staff Report

TO: CFAC Chair and Committee Members

DATE: August 15, 2024

FROM: Emily Conrad, Finance Director

SUBJECT: Funding Request – Fire Department Ladder Truck Repair

RECOMMENDATION

Staff recommends the Citizens Finance Advisory Committee (CFAC) approve the request and recommend to Council to fund the repair of the Fire ladder truck.

ALTERNATIVES

The Committee may choose not to approve the request to fund the repair of the Fire ladder truck.

BACKGROUND/DISCUSSION

Please see attached memo from Chief Dan McCrain for detail on this repair.

The total cost of the ladder repair is estimated at \$50,000. The adopted budget for 2024-25 Measure E was \$4,313,735 in Revenue and \$3,729,389 in Expenditures. If 2024-25 transactions hit those targets, the fund balance for Measure E would increase by the difference between revenue and expenditures, or \$584,346. The projected fund balance at year end based on the adopted budget is \$935,601. Approval of this funding request would result in a projected ending fund balance of \$885,601 (\$825,501 if the Police funding request in Item B-3 was approved).

CONCLUSION

Staff recommends the Committee approve the request and recommend to Council to fund the repair of the Fire ladder truck.

ATTACHMENTS

1. Fire Chief Memo detailing repair purpose and cost.
2. Measure E Budget revised to include funding for the Property and Evidence Clerk and repair of ladder truck.



City of Morro Bay
Fire Department
Daniel McCrain, Fire Chief
715 Harbor St.
Morro Bay, CA 93442



Emergency repair request for Ladder Truck 5341

August 12, 2024

The Morro Bay Fire Department operates a 2015 Pierce ladder truck as part of our emergency response fleet. This truck provides a necessary tool to ensure adequate fire flow and rescue capabilities for multi-story structures, and especially businesses on the embarcadero due to the limited access created by the harbor. The ladder truck provides an elevated water stream for difficult to access structures. The average lifespan of a ladder truck is 20 years with a replacement cost of approximately \$1.75-2.0 million and a current build time of 36-48 months. The Morro Bay Fire Department ladder truck has suffered a failure of the mounting plate near the tip of the ladder that connects the waterway and ladder. Without this mounting plate the ladder is unusable and unsafe to allow personnel to operate. The local authorized repair shop is Burton's Fire located in Modesto. Burtons has given an estimate of \$45,000-\$50,000 to complete the repairs on this vehicle including the price of the parts. I am requesting a budget allocation of \$50,000 for this repair to cover any cost overruns on this repair. I have confirmed the parts pricing directly from the manufacturer and received similar quotes for the parts.

This apparatus provides a critical service to the City of Morro Bay and the entire North Coast. Truck 5341 is the only ladder truck on the North Coast providing automatic aid to Los Osos, Cayucos, and Cambria. The next closest ladder truck is located in San Luis Obispo 13.8 miles away and a 20-minute drive time, or in Atascadero 17.7 miles away and a 26-minute drive time. The failure of the ladder on this apparatus was not anticipated and is outside of the planned maintenance and repair budget allocated for the Fire Department. I am requesting an allocation of Measure Q&E funds for this repair if possible. The repairs will take at least 1-2 weeks once parts are received, and it will take some time to receive the parts from Wisconsin once they are ordered. Not having this apparatus available to respond to emergencies is a serious disruption in our response capabilities and increases risk to the community. Due to the amount of time needed to complete the repairs it is essential to begin the repair process as soon as possible.

Daniel McCrain
Fire Chief
Morro Bay Fire Department



Burton's Fire, Inc.
 1301 Doker Dr., Modesto, CA 95351
 PARTS DEPT: 209-846-7400
 OFFICE/SHOP: 209-544-3161

ESTIMATE ONLY DO NOT PAY Estimate E 11891
 Date //
 Date Open 07/15/2024

WWW.BURTONSFIRE.COM

Page: 1 of 2

Sold To : 100-0290

Ship To : 100-0290

Morro Bay Fd Accounts Payable 595 Harbor Street Morro Bay Ca 93442	Morro Bay Fd ACCOUNTS PAYABLE 595 Harbor Street Morro Bay Ca 93442 Ordered By: <i>Jeff Simpson</i>
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Written By Ldurham	Terms CHG	Time 14:41:22	Customer Po # Aerial Pan	Phone 805-772-6242	Ship Via None	Tracking #
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Unit # T-5341	Plate # 1466556	Year 2014	Make Pierce	Model Arrowxt 82114	Mileage/Hrs 0/0.0	VIN	Engine Dd13
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Qty	Description	List Price	Price	Amount
20.00	Replace aerial waterway pinable ladder tower pan weldment, left side bunn stop bracket, monitor control mounting bracket, & rescue latch bolt, Adjust stops and latch for proper operation.		175.000	3500.00
1.000	GSF2228469 FLY SECTION WELDMENT	47622.025	35376.360	35376.36
1.000	GSFCSQ240708-000303A BRACKET PAINTED WHITE	224.100	166.470	166.47
2.000	GSF82-3018-008 NUT HEX	1.400	1.040	2.08
1.000	GSF70-1349 ANGLE BUMPER	290.963	216.140	216.14
1.000	GSF70-9996 ROD THREADED	214.750	159.530	159.53
1.000	GSFCSQ240708-000303 PIERCE LOGO GRAPHICS	261.900	194.560	194.56
1.000	FRTINCOMING SHIPPING TO BURTON'S SHOP-TAXABLE	500.000	250.000	250.00
	SubTotal			39865.14
1.000	Aerial pedestal hydraulic pressure gauge needle is broken. Replace gauge.		175.000	175.00
1.000	GSF2487445 GAUGE	280.175	208.130	208.13
	SubTotal			383.13
6.000	Rebuild aerial diascharge valve, leaking		175.000	1050.00
1.000	AKR89070001 3"- 3 1/2" BALL VALVE KIT	289.583	198.570	198.57
	SubTotal			1248.57
	This quote is valid only in conjunction with performing a 400 hour/annual aerial service. NOTE-Installation and safe operation of the waterway pan weldment will require proper cable adjustment and lubrication. The annual service is overdue and was quoted on a separate estimate.		0.000	

All returns must be accompanied by the original invoice. No returns on electrical components.
 Special Orders or NON-Stock parts returns are subject to a 20% re-stock Fee.
 Material surcharges may apply to certain components.

Parts..... 36521.84
 Labor..... 4725.00
 Haz Waste 25.00
 Shipping..... 250.00

Resale# SRKHE 100-536806 Fed-ID# 20-1972133. EPA#257142
 DUNS# 626635031 CAGE# 1QKX8 UEI# NRKNXLJFP579

FRT CHARGE & FRT PPI are non taxable. FRT INCOMING is taxable.
 MIL-MILEAGE, LOD-TRAVEL, AND GEO DIESEL, EPA SURCHARGE are non taxable.

Sub Total 41521.84
 Tax..... 3217.54

THIS INVOICE IS DUE IN 30 DAYS. VERIFY YOUR SALES TAX.
 ESTIMATES VALID FOR 30 DAYS UNLESS OTHERWISE NOTED.
 THANK YOU FOR YOUR BUSINESS. COME BACK AGAIN.

Authorized By _____

TOTAL Continued



Burton's Fire, Inc.
 1301 Doker Dr., Modesto, CA 95351
 PARTS DEPT: 209-846-7400
 OFFICE/SHOP: 209-544-3161

**ESTIMATE
 ONLY
 DO NOT
 PAY**

Estimate E 11891
 Date / /
 Date Open 07/15/2024

WWW.BURTONSFIRE.COM

Page: 2 of 2

Sold To : 100-0290

Ship To : 100-0290

Morro Bay Fd
 Accounts Payable
 595 Harbor Street
 Morro Bay Ca 93442

Morro Bay Fd
 ACCOUNTS PAYABLE
 595 Harbor Street
 Morro Bay Ca 93442
 Ordered By: *Jeff Simpson*

Written By Ldurham	Terms CHG	Time 14:41:22	Customer Po # Aerial Pan	Phone 805-772-6242	Ship Via None	Tracking #
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Unit # T-5341	Plate # 1466556	Year 2014	Make Pierce	Model Arrowxt 82114	Mileage/Hrs 0/0.0	VIN	Engine Dd13
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Qty	Description	List Price	Price	Amount

All returns must be accompanied by the original invoice. No returns on electrical components.
 Special Orders or NON-Stock parts returns are subject to a 20% re-stock Fee.
 Material surcharges may apply to certain components.

Parts.....	36521.84
Labor.....	4725.00
Haz Waste	25.00
Shipping.....	250.00

Resale# SRKHE 100-536806 Fed-ID# 20-1972133. EPA#257142
 DUNS# 626635031 CAGE# 1QKX8 UEI# NRKNXLJFP579

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Authorized By _____

TOTAL 44739.38

City of Morro Bay Budget Worksheet Report

G/L Account Number	Account Description	ADOPTED BUDGET	REQUESTED AMENDMENT-PD	REQUESTED AMENDMENT-FIRE	AMENDED TOTAL
Fund: 003 - Sales & Use Tax Measure Q & E					
REVENUES					
Department: 1111 - Undistributed/Non-Dept.					
<i>300-Rev Taxes - Revenues From Taxes</i>					
003-1111 3053	Sales Tax City Portion - Measure E	\$ 4,313,735.00			\$ 4,313,735.00
<i>Account Classification Total: 300-Rev Taxes - Revenues From Taxes</i>		\$ 4,313,735.00	\$ -		\$ 4,313,735.00
Department Total: 1111 - Undistributed/Non-Dept.		\$ 4,313,735.00	\$ -		\$ 4,313,735.00
REVENUES Total		\$ 4,313,735.00	\$ -		\$ 4,313,735.00
EXPENSES					
Department: 1111 - Undistributed/Non-Dept.					
<i>70-Services - Services</i>					
003-1111 6105	Consulting Services	\$ 30,000.00			\$ 30,000.00
<i>Account Classification Total: 70-Services - Services</i>		\$ 30,000.00	\$ -		\$ 30,000.00
Department Total: 1111 - Undistributed/Non-Dept.		\$ 30,000.00	\$ -		\$ 30,000.00
Department: 4110 - Police Department					
<i>10-Personnel - Personnel Services</i>					
003-4110 4110	Regular Pay	\$ 391,001.53	\$ 45,930.00		\$ 436,931.53
003-4110 4120	Overtime Pay	\$ 22,000.00			\$ 22,000.00
003-4110 4310	Part-Time Pay	\$ 68,500.00			\$ 68,500.00
003-4110 4515	Standby Pay	\$ 8,591.48			\$ 8,591.48
003-4110 4599	Other Pay	\$ 23,959.99			\$ 23,959.99
003-4110 4910	Employer Paid Benefits	\$ 89,372.21	\$ 14,170.00		\$ 103,542.21
003-4110 4911	Pension Normal Cost	\$ 58,046.24			\$ 58,046.24
003-4110 4912	PERS Unfunded Accrued Liability	\$ 107,232.45			\$ 107,232.45
003-4110 4914	Workers' Compensation	\$ 16,004.00			\$ 16,004.00
<i>Account Classification Total: 10-Personnel - Personnel Services</i>		\$ 784,707.90	\$ 60,100.00		\$ 844,807.90
<i>70-Services - Services</i>					
003-4110 6199	Other Professional Services	\$ 20,000.00			\$ 20,000.00
003-4110 6640	Maintenance Contracts	\$ 27,073.06			\$ 27,073.06
<i>Account Classification Total: 70-Services - Services</i>		\$ 47,073.06	\$ -		\$ 47,073.06
<i>80-Cap Outlay - Capital Outlay</i>					
003-4110 7302	Equipment Acquisition	\$ 30,000.00			\$ 30,000.00
<i>Account Classification Total: 80-Cap Outlay - Capital Outlay</i>		\$ 30,000.00	\$ -		\$ 30,000.00
<i>110-Other - Other Expense</i>					
003-4110 8721	Payment To Other Agency	\$ 36,720.00			\$ 36,720.00
<i>Account Classification Total: 110-Other - Other Expense</i>		\$ 36,720.00	\$ -		\$ 36,720.00
Department Total: 4110 - Police Department		\$ 898,500.96	\$ 60,100.00		\$ 958,600.96
Department: 4210 - Fire Department					
<i>10-Personnel - Personnel Services</i>					
003-4210 4110	Regular Pay	\$ 453,236.09			\$ 453,236.09
003-4210 4120	Overtime Pay	\$ 83,080.00			\$ 83,080.00
003-4210 4310	Part-Time Pay	\$ 87,360.00			\$ 87,360.00
003-4210 4599	Other Pay	\$ 23,027.96			\$ 23,027.96
003-4210 4910	Employer Paid Benefits	\$ 82,388.44			\$ 82,388.44
003-4210 4911	Pension Normal Cost	\$ 70,974.29			\$ 70,974.29
003-4210 4912	PERS Unfunded Accrued Liability	\$ 122,440.01			\$ 122,440.01
003-4210 4914	Workers' Compensation	\$ 21,928.00			\$ 21,928.00
003-4210 7302	Equipment Acquisition	\$ -	\$ 50,000.00		\$ 50,000.00
<i>Account Classification Total: 10-Personnel - Personnel Services</i>		\$ 944,434.79	\$ -	\$ 50,000.00	\$ 994,434.79
Department Total: 4210 - Fire Department		\$ 944,434.79	\$ -	\$ 50,000.00	\$ 994,434.79
Department: 5205 - Public Works					
<i>10-Personnel - Personnel Services</i>					
003-5205 4110	Regular Pay	\$ 141,889.28			\$ 141,889.28
003-5205 4120	Overtime Pay	\$ 13,000.00			\$ 13,000.00
003-5205 4599	Other Pay	\$ 3,259.00			\$ 3,259.00
003-5205 4910	Employer Paid Benefits	\$ 30,267.56			\$ 30,267.56
003-5205 4911	Pension Normal Cost	\$ 11,280.01			\$ 11,280.01
003-5205 4912	PERS Unfunded Accrued Liability	\$ 30,575.58			\$ 30,575.58
003-5205 4914	Workers' Compensation	\$ 4,672.00			\$ 4,672.00
<i>Account Classification Total: 10-Personnel - Personnel Services</i>		\$ 234,943.43	\$ -		\$ 234,943.43
Department Total: 5205 - Public Works		\$ 234,943.43	\$ -		\$ 234,943.43
Department: 5215 - Consolidated Maintenance					

City of Morro Bay Budget Worksheet Report

G/L Account Number	Account Description	ADOPTED BUDGET	REQUESTED AMENDMENT-PD	REQUESTED AMENDMENT-FIRE	AMENDED TOTAL
<i>10-Personnel - Personnel Services</i>					
003-5215 4110	Regular Pay	\$ 224,796.94			\$ 224,796.94
003-5215 4120	Overtime Pay	\$ 2,100.00			\$ 2,100.00
003-5215 4310	Part-Time Pay	\$ 83,200.00			\$ 83,200.00
003-5215 4599	Other Pay	\$ 7,147.00			\$ 7,147.00
003-5215 4910	Employer Paid Benefits	\$ 63,002.27			\$ 63,002.27
003-5215 4911	Pension Normal Cost	\$ 19,238.59			\$ 19,238.59
003-5215 4912	PERS Unfunded Accrued Liability	\$ 48,338.57			\$ 48,338.57
003-5215 4914	Workers' Compensation	\$ 9,989.00			\$ 9,989.00
<i>Account Classification Total: 10-Personnel - Personnel Services</i>		\$ 457,812.37	\$ -		\$ 457,812.37
<i>70-Services - Services</i>					
003-5215 6106	Contractual Services	\$ 70,000.00			\$ 70,000.00
<i>Account Classification Total: 70-Services - Services</i>		\$ 70,000.00	\$ -		\$ 70,000.00
Department Total: 5215 - Consolidated Maintenance		\$ 527,812.37	\$ -		\$ 527,812.37
Department: 5230 - Street Maintenance					
<i>70-Services - Services</i>					
003-5230 6106	Contractual Services	\$ 350,000.00			\$ 350,000.00
<i>Account Classification Total: 70-Services - Services</i>		\$ 350,000.00	\$ -		\$ 350,000.00
Department Total: 5230 - Street Maintenance		\$ 350,000.00	\$ -		\$ 350,000.00
Department: 6510 - Harbor Department					
<i>10-Personnel - Personnel Services</i>					
003-6510 4310	Part-Time Pay	\$ 76,960.00			\$ 76,960.00
003-6510 4910	Employer Paid Benefits	\$ 2,655.00			\$ 2,655.00
003-6510 4914	Workers' Compensation	\$ 1,824.00			\$ 1,824.00
<i>Account Classification Total: 10-Personnel - Personnel Services</i>		\$ 81,439.00	\$ -		\$ 81,439.00
<i>70-Services - Services</i>					
003-6510 6305	Disposal	\$ 120,000.00			\$ 120,000.00
<i>Account Classification Total: 70-Services - Services</i>		\$ 120,000.00	\$ -		\$ 120,000.00
Department Total: 6510 - Harbor Department		\$ 201,439.00	\$ -		\$ 201,439.00
Department: 6511 - Harbor Lifeguards					
<i>10-Personnel - Personnel Services</i>					
003-6511 4120	Overtime Pay	\$ 3,000.00			\$ 3,000.00
003-6511 4310	Part-Time Pay	\$ 97,500.00			\$ 97,500.00
003-6511 4910	Employer Paid Benefits	\$ 3,365.00			\$ 3,365.00
003-6511 4914	Workers' Compensation	\$ 2,093.00			\$ 2,093.00
<i>Account Classification Total: 10-Personnel - Personnel Services</i>		\$ 105,958.00	\$ -		\$ 105,958.00
<i>60-Supplies - Supplies</i>					
003-6511 5105	First Aide Supplies	\$ 500.00			\$ 500.00
003-6511 5109	Uniforms/Safety Equipment	\$ 5,000.00			\$ 5,000.00
003-6511 5199	Miscellaneous Operating Supplies	\$ 800.00			\$ 800.00
<i>Account Classification Total: 60-Supplies - Supplies</i>		\$ 6,300.00	\$ -		\$ 6,300.00
Department Total: 6511 - Harbor Lifeguards		\$ 112,258.00	\$ -		\$ 112,258.00
Department: 7710 - Interfund Transactions					
<i>100-Interfund - Interfund Transfers</i>					
003-7710 8540	TRFR To Capital Imp Fund	\$ 430,000.00			\$ 430,000.00
<i>Account Classification Total: 100-Interfund - Interfund Transfers</i>		\$ 430,000.00	\$ -		\$ 430,000.00
Department Total: 7710 - Interfund Transactions		\$ 430,000.00	\$ -		\$ 430,000.00
EXPENSES Total		\$ 3,729,388.55	\$ 60,100.00	\$ 50,000.00	\$ 3,839,488.55
Fund REVENUE	Total: 003 - Sales & Use Tax Measure Q & E	\$ 4,313,735.00	\$ -	\$ -	\$ 4,313,735.00
Fund EXPENSE	Total: 003 - Sales & Use Tax Measure Q & E	\$ 3,729,388.55	\$ 60,100.00	\$ 50,000.00	\$ 3,839,488.55
Fund Total: 003 - Sales & Use Tax Measure Q & E		\$ 584,346.45	\$ (60,100.00)	\$ (50,000.00)	\$ 474,246.45
REVENUE GRAND Totals:		\$ 4,313,735.00	\$ -	\$ -	\$ 4,313,735.00
EXPENSE GRAND Totals:		\$ 3,729,388.55	\$ 60,100.00	\$ 50,000.00	\$ 3,839,488.55
Grand Totals:		\$ 584,346.45	\$ (60,100.00)	\$ (50,000.00)	\$ 474,246.45