

City of Carpinteria
City Council Regular Meeting Agenda
Monday, February 10, 2014
Council Chamber, 5775 Carpinteria Avenue, Carpinteria
5:30 p.m. Regular Agenda

INFORMATION ABOUT CITY COUNCIL MEETINGS:

- The time at which an item on the agenda is scheduled to be heard is an estimate only. The City Council may consider and act on an agenda item in any order it deems appropriate. In addition, an item may be considered earlier or later than the Estimated Time, depending on the length of time which is devoted to other agenda items. All persons interested in an item listed on the agenda are advised to be present throughout the meeting to ensure that they are present when the item is called.
- The regular meeting will be broadcast live over Government Access Television Channel 21. The City Council meetings will be rebroadcast on Wednesdays at 8:00 p.m. and Saturdays at 5:00 p.m.
- Materials related to an Agenda item submitted to the City Council after distribution of the agenda packet are available for public inspection in the City Clerk's Office at 5775 Carpinteria Avenue, Carpinteria, during normal business hours. Such documents are also available on the City of Carpinteria website at www.carpinteria.ca.us subject to staff's ability to post the documents before the meeting.
- Any written or printed material and/or exhibits presented at a City Council meeting or work session become the property of the City.
- Any information presented to the City Council by the public on any agenda item and during Public Comment using electronic media to be displayed on the overhead projector must be arranged with staff for review of materials in advance of the meeting and no later than close of business Wednesday prior to the Council meeting.
- As a courtesy to others and to avoid interference with the public address system, please refrain from using cell phones in the Council Chambers and please turn off all audible pagers and rings.
- If you wish to speak on a matter scheduled for consideration in a closed session, you will have an opportunity to address the City Council before the Council retires to its closed session deliberations.

**ESTIMATED
TIME:**

5:30 p.m. **CALL TO ORDER**

ROLL CALL

PLEDGE OF ALLEGIANCE

5:32 p.m. **INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS**

5:33 p.m. **PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS**

5:34 p.m. **CITY MANAGER'S REPORT**

The City Manager will report to the City Council regarding various City and/or community events and/or matters of interest. There will be no City Council discussion except to ask questions or refer matters to staff; and no action will be taken unless listed on a subsequent agenda.

5:37 p.m. **PRESENTATIONS BY CITIZENS/PUBLIC COMMENT**

This is a time for public comments on matters not otherwise on the agenda but within the subject matter jurisdiction of the City Council. The Public Comment period is limited to 15 minutes and divided among those persons desiring to speak. No person shall speak longer than three minutes; however, the Mayor may establish shorter periods based on the time available and/or the number of persons waiting to speak. Persons wishing to speak on a specific item will be recognized at the time the agenda item is considered.

Please be aware that items on the consent calendar are considered to be routine and are normally enacted by one unanimous vote of the Council. If you wish to speak on a consent calendar item, or on a matter scheduled for consideration in a closed session at the end of the agenda, please do so during the Presentations by Citizens/Public Comment portion of the meeting.

The City and the City Council are not responsible for the content of statements made during the public comment period, or the factual accuracy of any such statements.

AGENDA MODIFICATIONS: The City Council may modify the regular agenda by tabling items, adding urgency items to the agenda, or changing

the order in which items are considered. Changes to the Consent Calendar are considered at the time the Consent Calendar is considered.

5:44 p.m.

CONSENT CALENDAR (to be approved by roll call vote on one motion with all resolutions and ordinances as read by title only). Individual items may be removed and considered separately at the request of a Councilmember. Any item, which is removed from the Consent Calendar, will be added to the end of the agenda under Other Business.

1. Minutes of the regular meeting held January 27, 2014.
2. Expenditures for the period ending February 4, 2014.
3. Adopt on second reading Ordinance No. 666, An Ordinance of the City Council of the City of Carpinteria, California Reassigning Chapter 3.45 of the Municipal Code Regulating the Change of Owner, Operator or Guarantor for Certain Oil and Gas Facilities to Chapter 3.46, as read by title only.
4. Adopt Resolution No. 5501, A Resolution of the City Council Declaring Certain Equipment as Surplus Assets.

ADMINISTRATIVE MATTER: NONE

PUBLIC HEARING: NONE

OTHER BUSINESS:

5:45 p.m.

5. Receive Recommendations on the Community Development Block Grant (CDBG) Public Services Grant Applications and Allocate Program Funds

Recommendation: Approve the recommendations of the Community Development Block Grant Committee and allocate program funding as stated in the staff report.

Staff presenter: Shanna Farley, Assistant Planner

- a. Staff Report
- b. Public Comment
- c. City Council Determination

6:15 p.m.

6. Approval of Resolution No. 5502, Establishing a Downtown Parking Development Impact Fee Payment Policy

Recommendation: Adopt Resolution No. 5502, Establishing a Payment Policy applying to certain tenant improvement projects subject to the Downtown Parking Development Impact Fee (Carpinteria Municipal Code §1.80.030(E).

Staff presenter: Dave Durflinger, City Manager

- a. Staff Report
- b. Public Comment
- c. City Council Determination

6:35 p.m.

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

Informational reports from Councilmember representatives on the committees, commissions and organizations listed below. This is also an opportunity for Councilmembers to request information from staff or seek support from fellow Councilmembers for future agenda items.

1. Representatives to Regional Agencies and Committees

- a. Beach Erosion Authority for Clean Oceans and Nourishment (BEACON) (Shaw/Alt. Carty)
- b. California Joint Powers Insurance Authority (CJPIA) (Clark/Alt. Shaw)
- c. Channel Counties Division, League of California Cities (Nomura/Alt. Shaw)
- d. Santa Barbara Association of Governments (SBCAG)(Clark/Alt. Nomura)
- e. Santa Barbara County Air Pollution Control District (APCD)(Clark/Alt. Nomura)
- f. Santa Barbara Joint Housing Task Group (Carty &Shaw)
- g. Central Coast Collaborative on Homelessness (C3H) (Carty)
- h. South Coast Task Force on Youth Gangs Leadership and Executive Council (Carty & Clark)

2. Joint and Special Committees (Standing Committees)

- a. City Council/Chamber of Commerce Board of Directors Committee (Carty & Nomura)
- b. City Council/Public Safety Committee (Clark & Shaw)
- c. City Council/School Board Committee (Stein & Carty)
- d. City Council/Utilities Committee (Stein & Nomura)
- e. City Council/First District Supervisor Committee (Stein & Carty)
- f. City Council Finance/Budget Committee (Stein & Clark)

3. Ad Hoc Committees

- a. Public Facility Site Acquisition/Development Committee (Carty & Nomura)
- b. Transportation Committee (Stein & Shaw)

- c. Labor Relations Committee

4. City Representatives on other Committees

- a. Community Media Access Center (Gary Dobbins)
- b. Santa Barbara Coastal Vector Control District (Ronald Hurd)
- c. Santa Barbara Metropolitan Transit District (Chuck McQuary)

6:40 p.m.

ADJOURNMENT

The next regular meeting to be held on **Monday, February 24, 2014**, at **5:30 P.M.**, in the Council Chamber, City Hall, 5775 Carpinteria Avenue, Carpinteria, California.

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk's Office at 684-5405, extension 403 or the California Relay Service at (866) 735-2929. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements for accessibility to this meeting.

This agenda was posted on Wednesday, February 5, 2014, in the City Clerk's Office, on the City Hall Public Notices Board, and on the Internet.

**City of Carpinteria
City Council Minutes
Regular Meeting
Council Chambers
Monday, January 27, 2014**

CALL TO ORDER

In the absence of Mayor Stein, Vice Mayor Carty called the meeting to order at 4:32 p.m.

ROLL CALL

Councilmember Al Clark, Councilmember Wade Nomura, Councilmember Fred Shaw and Vice Mayor Gregg Carty were present. City Manager Dave Durflinger, City Attorney Peter Brown, Deputy City Attorney Dylan Johnson, Parks and Recreation Director Matt Roberts and Jackie Campbell were also present.

City Manager David Durflinger stated he would not be participating in the Closed Session because he lives in close proximity to the property, which is the subject of the Closed Session.

PUBLIC COMMENT ON CLOSED SESSION: None

CLOSED SESSION

Peter Brown, City Attorney, announced that the City Council would temporarily adjourn to a Closed Session for the purpose of the following item:

Conference with Real Property Negotiator(s) – Government Code Section 54956.8

Property: Assessor's Parcel No. 004-105-015. Property located on Linden at the railroad.

Negotiating Party/Property Owner: Uppe's Garden, LLC (Lessee) / City of Carpinteria (lessor)

Agency Negotiators: Dave Durflinger, City Manager; Matt Roberts, Parks and Recreation Director; Dylan Johnson, Deputy City Attorney and Peter Brown, City Attorney.

Under Negotiation: price and terms of payment.

TEMPORARY ADJOURNMENT TO CLOSED SESSION

The City Council recessed to Closed Session at 4:35 p.m.

CALL BACK TO ORDER

The meeting was called to order by Mayor Stein at 5:30 p.m.

CLOSED SESSION REPORT

Mr. Brown announced there was no reportable action from the Closed Session. He noted that Mayor Stein did not participate in the Closed Session due to a conflict of interest.

ROLL CALL

Mayor Stein wished his father a Happy 91st Birthday.

Councilmembers present:

Councilmember Wade Nomura
Councilmember Fred Shaw
Councilmember Al Clark
Vice Mayor Gregg Carty
Mayor J. Bradley Stein

Staff members present:

Dave Durflinger, City Manager
Peter Brown, City Attorney
Fidela Garcia, City Clerk
Matt Roberts, Parks and Recreation Director
Shanna Farley-Judkins, Assistant Planner
Jackie Campbell, Community Development Director
John Thornberry Finance Director

PLEDGE OF ALLEGIANCE

All present were led in the salute to the flag by Mayor Stein.

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS

Mayor Stein acknowledged the Carpinteria Valley Chamber of Commerce for their efforts on the Annual Awards Banquet. He noted that John Serta was recognized as Carpinterian of the Year. He congratulated Matthew Rodman, Molly Miller, and Vivienne Morales for their recognition as Junior Carpinterians.

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS: None

CITY MANAGER'S REPORT

- Santa Barbara Aquatics Club will be hosting a Boys Water Polo Tournament at the Community Pool on February 1 and 2. The pool will be closed to public swimming; however, the event is open to the public.
- Highway 92 (Foothill Road) overnight closures for maintenance work by Southern California Edison from 5:00 p.m. to 5:00 a.m. on January 27 between Nidever to Santa Monica Road, and January 28 and 29 between Nidever to Cravens.

Mayor Stein recognized staff and the public for their efforts at the Work Plan Workshop.

PRESENTATIONS BY CITIZENS/PUBLIC COMMENT

Charles Hamilton, Carpinteria Water District Director, stated that he attended a meeting of the Cachuma Operation and Maintenance Board to discuss measures to pump water from the lake in September or October if water levels drop. He noted that member agencies are doing everything possible to promote water conservation. He reported that on January 17, the Board was advised by Central Coast Water Authority Executive Director Ray Stokes there was a possibility that state water would not be able to move through the Delta. He noted that a letter would be sent to inform all the residents to raise their level of awareness and asking that everyone practice water conservation. He suggested that the City Council schedule a presentation of water Carpinteria uses from Lake Cachuma. Mr. Hamilton responded that Carpinteria is entitled to take 2,200 acre feet annually and with the water that is stored the City takes on average 3,000 acre feet annually. Mayor Stein suggested that the water district use the City scroll to inform the public on water issues.

AGENDA MODIFICATIONS: None

CONSENT CALENDAR

Motion by Councilmember Shaw, seconded by Councilmember Clark, to approve the Consent Calendar and all resolutions as read by title only.

Upon voice vote, motion carried unanimously.

1. Minutes of the regular meeting held January 13, 2014.
2. Expenditures for the period ending January 22, 2014.
3. Review of Quarterly Investment Results and Certifications Concerning Compliance with Investment Policy and Cash Flow Needs for the Next Six Months.

4. Ratification of Resolution No. 5499, entitled A Resolution of the City Commending and Congratulating Junior Carpenterian of the Year for 2013.
5. Ratification of Resolution No. 5496, entitled A Resolution of the Carpinteria City Council Commending Carpenterian of the Year for 2013.
6. Participation in a Regional Electric Vehicle Charging Station Grant Application (Central Coast Charge Ahead Project).

ADMINISTRATIVE MATTER:

7. An amendment to the Carpinteria Municipal Code Reassigning the Change of Owner, Operator or Guarantee for Certain Oil and Gas Facilities Regulations, Currently Codified at Chapter 3.45, to Chapter 3.46.

Recommendation: Approve on first reading Ordinance No. 666, as read by title only, an amendment to the Carpinteria Municipal Code reassigning the Change of Owner, Operator or Guarantee for Certain Oil and Gas Facilities regulations, currently codified at Chapter 3.45, to Chapter 3.46 and set the date for second reading on the regular meeting of February 10, 2014.

Dave Durflinger, City Manager, presented the report.

No public comment.

Motion by Mayor Stein, seconded by Councilmember Nomura, to approve first reading of Ordinance No. 666, as read by title only, an amendment to the Carpinteria Municipal Code reassigning the Change of Owner, Operator or Guarantee for Certain Oil and Gas Facilities regulations, currently codified at Chapter 3.45, to Chapter 3.46 and set the date for second reading on the regular meeting of February 10, 2014.

Upon voice vote, motion carried unanimously.

PUBLIC HEARING: None

OTHER BUSINESS:

8. 2013 Annual Integrated Pest Management Report

Recommendation: Receive report.

Matt Roberts, Parks and Recreation Director, presented the report.

Councilmember Clark inquired whether it was possible to obtain preapproval or recommendations before emergency application of pesticides. Mr. Roberts responded

that the intent is to bring these issues before the advisory committee if time allows. He noted that Integrated Pest Management (IPM) practices are employed. Councilmember Clark suggested seeking ways to get someone else involved rather than the vendor when seeking a recommendation to apply a non-green material. Mr. Roberts suggested that the City Council could agendize a process and procedure whenever there is an emergency need for application of pesticides.

Councilmember Shaw inquired whether increased gopher activity was anticipated with the dry spell. Mr. Roberts responded that he supposed the food supply would lessen and reduce the gopher population; however, the gophers may forage further and wider.

Mayor Stein inquired what was being done to prevent people from taking gopher traps and commented that he would hope people would know that the traps are set for a reason.

Trish Stone-Damen thanked Mr. Roberts, Public Works staff, and the committee for continuing to meet and for their creativity. She suggested that the City Council and management fund the purchase of capital equipment to allow the City to do the compost tea and sustainable landscape measures. She stated that the injection measures recently done to trees to eradicate pests would be discussed at the next committee meeting.

Corey Welles, Advisory Committee Member, stated that he noted the application of injection into the trees in the annual report. He also stated that this product is known to cause bee colony collapse disorder. He further stated that he would have preferred to have had the opportunity to review other options and the use of this application.

Councilmember Clark inquired regarding the request for capital appropriation. Mr. Roberts responded that staff had hoped for an appropriation under Parks Maintenance to purchase turf equipment to help invigorate the turf and gopher remediation; however, the funds needed to be re-appropriated. He stated that the City would need to consider equipment for the next budget year as the compost tea idea evolves.

The report was received and filed.

9. Sustainable Community Policy

Recommendation: Adopt Resolution No. 5500, Establishing a Sustainable Community Policy, as read by title only.

Shanna Farley-Judkins, Assistant Planner; Dave Durflinger, City Manager; and Jackie Campbell, Community Development Director presented the report and PowerPoint presentation.

Michael Checa suggested the City consider adopting the American Planning Association's Planning Guide for Sustainability. He stated that he believed this would add a level of sharpness and elegance for the City. He displayed a transparent funnel to demonstrate the increasing demand of humankind over nature and the decreasing ability of nature to provide for human needs. He stated that the range of options were getting more narrow and the challenge for humankind is to open up the funnel. He offered his assistance to apply these guidelines.

Kelley Skumautz stated that some population segments appeared to be missing from the presentation. She inquired how the private business community would be included in the general sustainability plans, and how the City would consider the disenfranchised population of the homeless and sheltering solutions.

Councilmember Clark suggested that under Implementation Measures, items for Economic Vitality include consideration of a big box ordinance to help protect small local business. He also suggested adding Aesthetics under Environmental and what can be done to protect the beauty of the area. Lastly, he suggested that the last part include how to help people, which have included youth programs, senior programs, and teen court. Mayor Stein suggested adding mass transit. Councilmember Clark further suggested adding more measures to aid the homeless.

Motion by Councilmember Clark, seconded by Councilmember Nomura, to adopt Resolution No. 5500, Establishing a Sustainable Community Policy, as read by title only and explore adoption of American Planning Association guidelines.

Upon voice vote, motion carried unanimously.

10. Review of Fiscal Year 2013-14 Mid-year Financial Results and Adjustment of Appropriations

Recommendation: Approve mid-year adjustments to the budget as summarized in the Staff Report.

Dave Durflinger, City Manager and John Thornberry, Finance Director, presented the report.

No public comment.

Motion by Councilmember Shaw, seconded by Councilmember Nomura, to amend the adopted budget as provided in Attachment A with the changes.

Upon voice vote, motion carried unanimously.

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

Councilmember Clark reported that the High Occupancy Vehicle (HOV) Project was approved at the Santa Barbara County Association of Governments (SBCAG) meeting. He noted there were some concerns from residents from Montecito and Santa Barbara regarding circulation issues created by the HOV Program, and a committee was formed to study these issues. He stated that SBCAG would seek funding for this project. He reported that he also attended the South Coast Task Force on Youth Gangs meeting where the speaker noted that Carpinteria is doing well in gang prevention efforts such as Teen Court.

Councilmember Shaw reported that he attended the Beach Erosion Authority for Clean Oceans and Nourishment (BEACON) meeting where they discussed the environmental impact report for the single use bag ban ordinance and beach sand nourishment along the coast. He noted that a presentation was given by a geomorphologist regarding sea rise, general wave frequency, and beach erosion for Ventura County, and that it is expected the ocean will be right at Highway 101 by the year 2100. He reported that he also attended the Joint Housing Task Force meeting with Jackie Campbell and Steve Goggia where a presentation was given by John Peterson from Habitat for Humanity regarding Green Affordable Housing. He noted that Ms. Campbell suggested sending a letter to the State Housing and Community Development Department because the Regional Housing Needs Assessment (RHNA) calculation for the county was done by counting the jobs; however, the calculation did not count the housing that goes along with the jobs. Lastly, he reported that he attended a meeting for HopeNet Carpinteria who are working on a workshop for strategies dealing with bullying.

ADJOURNMENT

The meeting was adjourned at 7:58 p.m. by Mayor Stein.

J. Bradley Stein, Mayor

ATTEST:

Fidela Garcia, CMC, City Clerk

STAFF REPORT
COUNCIL MEETING DATE
February 10, 2014

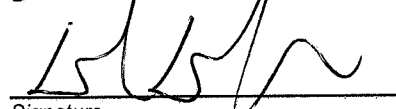
ITEM FOR COUNCIL CONSIDERATION

EXPENDITURES FOR THE PERIOD ENDING FEBRUARY 4, 2014

Report prepared by: John Thornberry,
Administrative Services Director


Signature

Reviewed by: Dave Durflinger, City Manager


Signature

STAFF RECOMMENDATION

Action Item ☐; Non-Action Item ☒

That the City Council accept this report concerning the current list of warrants pursuant to Carpinteria Municipal Code 2.08.150(F).

I. DISCUSSION

As part of each regular City Council agenda, staff prepares the attached listing of checks dispersed with staff certification that the expenditure transactions listed in the warrant register have been reviewed and are within the budgeted appropriations. Staff recommends that the City Council ratify the schedule of demands attached.

II. FINANCIAL CONSIDERATIONS

The warrant register included as an attachment is designed to communicate fiscal activity since the previous regular City Council agenda. No further action of a fiscal nature is requested as part of this report.

III. ATTACHMENT

A. Warrant Register for the period ending February 4, 2014

8:37 AM
02/05/14

CITY OF CARPINTERIA
Warrant Register
January 23 through February 4, 2014

Trans #	Entered/Last Modified	Date	Num	Name	Source Name	Memo	Account	Paid Amount
102881	01/29/14 13:39:34	1/29/14	82295	ACCESS CONTROL SECU...	ACCESS CONTRO...	INVOICE #0018504	1000101 ...	
102803	01/27/14 12:46:22	1/14/14	0018504		ACCESS CONTRO...	VETS HALL SECURITY	4848352 ...	-151.20
TOTAL								-151.20
102882	01/29/14 13:39:35	1/29/14	82296	AQUASOURCE	AQUASOURCE	INVOICE #35753	1000101 ...	
102827	01/28/14 10:05:31	12/26/13	35753		AQUASOURCE	POOL SUPPLIES	4866338 ...	-3,621.02
TOTAL								-3,621.02
102883	01/29/14 13:39:35	1/29/14	82297	ARBOR DAY FOUNDATION	ARBOR DAY FOUN...	MEMBERSHIP DUES 2014	1000101 ...	
102879	01/29/14 12:06:31	1/29/14	2014 MEMB...		ARBOR DAY FOUN...	MEMBERSHIP DUES 2014	2531305 ...	-110.00
TOTAL								-110.00
102884	01/29/14 13:39:35	1/29/14	82298	BIG GREEN CLEANING C...	BIG GREEN CLEA...		1000101 ...	
102828	01/28/14 11:20:52	12/1/13	437884		BIG GREEN CLEA...	SEASIDE	4865221 ...	-165.00
102804	01/27/14 12:47:35	1/1/14	439103		BIG GREEN CLEA...	ASH AVE	2861225 ...	-347.00
					BIG GREEN CLEA...	ROW	3332221 ...	-694.00
					BIG GREEN CLEA...	PARKS	2361221 ...	-1,390.00
102805	01/27/14 12:48:08	1/1/14	439100		BIG GREEN CLEA...	CITY HALL	1013224 ...	-805.00
					BIG GREEN CLEA...	VETS HALL	4865224 ...	-725.00
TOTAL								-4,126.00
102885	01/29/14 13:39:36	1/29/14	82299	BROWNSTEIN HYATT FAR...	BROWNSTEIN HYA...		1000101 ...	
102806	01/27/14 12:49:46	1/15/14	553832		BROWNSTEIN HYA...	CITY ATTORNEY RETAINER	1017220 ...	-10,030.00
102807	01/27/14 12:50:39	1/15/14	553829		BROWNSTEIN HYA...	LITIGATION MATTERS	1017228 ...	-378.00
102808	01/27/14 12:51:25	1/15/14	553831		BROWNSTEIN HYA...	MHR SB	1017223 ...	-84.00
102809	01/27/14 12:52:15	1/15/14	553974		BROWNSTEIN HYA...	CITY ATTORNEY OFF RETAINER	1017229 ...	-6,855.00
TOTAL								-17,347.00
102886	01/29/14 13:39:36	1/29/14	82300	CALIFORNIA CHAMBER O...	CALIFORNIA CHA...	INVOICE 10752458	1000101 ...	
102871	01/29/14 09:35:10	1/1/14	107524458		CALIFORNIA CHA...	EMPLOYMENT POSTERS	1016308 ...	-47.76
TOTAL								-47.76
102887	01/29/14 13:39:37	1/29/14	82301	CalPERS	CalPERS		1000101 ...	
102810	01/27/14 12:56:23	12/14/13	10000001418...		CalPERS	UNFUNDED LIABILITY	1021193 ...	-66,832.00
102846	01/28/14 13:46:29	1/15/14	FEB 2014 HE...		CalPERS	FEBRUARY 2014 HEALTH	1051194 ...	-4,558.35
					CalPERS	FEBRUARY 2014 HEALTH	1011194 ...	-1,011.70
					CalPERS	FEBRUARY 2014 HEALTH	1012194 ...	-1,834.02
					CalPERS	FEBRUARY 2014 HEALTH	1013194 ...	-1,221.77
					CalPERS	FEBRUARY 2014 HEALTH	1014194 ...	-4,547.21
					CalPERS	FEBRUARY 2014 HEALTH	1016194 ...	-1,198.38
					CalPERS	FEBRUARY 2014 HEALTH	1030194 ...	-5,366.61

CITY OF CARPINTERIA

Warrant Register

January 23 through February 4, 2014

Trans #	Entered/Last Modified	Date	Num	Name	Source Name	Memo	Account	Paid Amount
					CalPERS	FEBRUARY 2014 HEALTH	2531194 ...	-3,665.31
					CalPERS	FEBRUARY 2014 HEALTH	1041194 ...	-4,190.45
					CalPERS	FEBRUARY 2014 HEALTH	1042194 ...	-1,408.65
					CalPERS	FEBRUARY 2014 HEALTH	1069194 ...	-2,157.08
					CalPERS	FEBRUARY 2014 HEALTH	1022194 ...	-2,161.59
					CalPERS	FEBRUARY 2014 HEALTH	2361194 ...	-1,221.77
					CalPERS	FEBRUARY 2014 HEALTH	3332194 ...	-2,161.59
					CalPERS	FEBRUARY 2014 HEALTH	1044194 ...	-1,221.77
					CalPERS	FEBRUARY 2014 HEALTH	1016196 ...	-143.45
					CalPERS	FEBRUARY 2014 HEALTH	4868194 ...	-469.91
TOTAL								-105,371.61
102888	01/29/14 13:39:37	1/29/14	82302	CARPINTERIA-SUMMERL...	CARPINTERIA-SU...	DECEMBER 2013 FIRE FEES	1000101 ...	
102869	01/29/14 09:22:01	1/17/14	DEC 2013 FL...		CARPINTERIA-SU...	PROJ 1693	1000261 ...	-205.00
					CARPINTERIA-SU...	PROJ 1695	1000261 ...	-205.00
					CARPINTERIA-SU...	BP 11084	1000261 ...	-205.00
TOTAL								-615.00
102889	01/29/14 13:39:37	1/29/14	82303	CARPINTERIA VALLEY LU...	CARPINTERIA VAL...	ACCOUNT 164	1000101 ...	
102841	01/28/14 11:53:20	12/31/13	DEC 2013 BL...		CARPINTERIA VAL...	PW SUPPLIES	2531308 ...	-3.84
					CARPINTERIA VAL...	POOL	4866223 ...	-20.14
					CARPINTERIA VAL...	CITY HALL	1013224 ...	-27.94
					CARPINTERIA VAL...	POOL	4866308 ...	-17.80
					CARPINTERIA VAL...	POOL	4866308 ...	-4.54
					CARPINTERIA VAL...	CITY HALL	1013224 ...	-14.75
					CARPINTERIA VAL...	POOL	4866308 ...	-26.48
					CARPINTERIA VAL...	POOL	4866308 ...	-27.93
					CARPINTERIA VAL...	PARKS	2361221 ...	-148.68
					CARPINTERIA VAL...	POOL	4866308 ...	-15.08
					CARPINTERIA VAL...	BEACH STORE	2864308 ...	-131.67
					CARPINTERIA VAL...	PW SHOP	2531308 ...	-116.61
					CARPINTERIA VAL...	PARKS	2361221 ...	-4.10
					CARPINTERIA VAL...	PW SHOP	2531308 ...	-26.45
					CARPINTERIA VAL...	POOL	4866308 ...	-45.34
					CARPINTERIA VAL...	FINANCE CHARGE	4866308 ...	-10.79
TOTAL								-642.14
102890	01/29/14 13:39:38	1/29/14	82304	DFM ASSOCIATES	DFM ASSOCIATES	CITY CLERK SUPPLIES	1000101 ...	
102880	01/29/14 12:07:45	1/29/14	CITY CLERK...		DFM ASSOCIATES	CITY CLERK SUPPLIES	1011211 ...	-54.00
TOTAL								-54.00
102891	01/29/14 13:39:38	1/29/14	82305	DUDEK	DUDEK	INVOICE 20135641	1000101 ...	
102811	01/27/14 12:57:10	1/14/14	20135641		DUDEK	PROJ 1522 - CALTRANS LINDEN/CASIT...	1000251 ...	-170.00
TOTAL								-170.00
102892	01/29/14 13:39:38	1/29/14	82306	HOME DEPOT CREDIT SE...	HOME DEPOT CRE...	ACCT #1587	1000101 ...	

CITY OF CARPINTERIA

Warrant Register

January 23 through February 4, 2014

Trans #	Entered/Last Modified	Date	Num	Name	Source Name	Memo	Account	Paid Amount
102813	01/27/14 12:59:51	1/5/14	1587		HOME DEPOT CRE...	SHOP SUPPLIES	3332308 ...	-206.20
TOTAL								-206.20
102893	01/29/14 13:39:39	1/29/14	82307	JEAKLE, JULIE	JEAKLE, JULIE	MEETING REIMBURSEMENT	1000101 ...	
102844	01/28/14 13:43:55	1/22/14	REIMBURSE...		JEAKLE, JULIE	MEETING REIMBURSEMENT	1024215 ...	-56.47
TOTAL								-56.47
102894	01/29/14 13:39:39	1/29/14	82308	LESLIE'S POOL SUPPLIE...	LESLIE'S POOL SU...	INVOICE #308-249252	1000101 ...	
102820	01/28/14 09:47:30	1/15/14	308-249252		LESLIE'S POOL SU...	POOL CHEMICALS	4866308 ...	-86.93
TOTAL								-86.93
102895	01/29/14 13:39:40	1/29/14	82309	LOVARC	LOVARC		1000101 ...	
102814	01/27/14 13:02:48	1/27/14	TRAINING - ...		LOVARC	CSTI MEALS - JEAKLE	1024215 ...	-24.00
102815	01/27/14 13:03:11	1/27/14	TRAINING - ...		LOVARC	CSTI MEALS - JEAKLE	1024215 ...	-20.00
TOTAL								-44.00
102896	01/29/14 13:39:40	1/29/14	82310	METROPOLITAN LIFE INS...	METROPOLITAN LI...	FEBRUARY 2014 DENTAL	1000101 ...	
102847	01/28/14 13:48:19	1/15/14	FEB 2014 DE...		METROPOLITAN LI...	DENTAL PREMIUM FEBRUARY 2014	1051194 ...	-633.89
					METROPOLITAN LI...	DENTAL PREMIUM FEBRUARY 2014	1011194 ...	-169.96
					METROPOLITAN LI...	DENTAL PREMIUM FEBRUARY 2014	1012194 ...	-238.05
					METROPOLITAN LI...	DENTAL PREMIUM FEBRUARY 2014	1013194 ...	-183.08
					METROPOLITAN LI...	DENTAL PREMIUM FEBRUARY 2014	1014194 ...	-366.16
					METROPOLITAN LI...	DENTAL PREMIUM FEBRUARY 2014	1016194 ...	-114.99
					METROPOLITAN LI...	DENTAL PREMIUM FEBRUARY 2014	1030194 ...	-519.95
					METROPOLITAN LI...	DENTAL PREMIUM FEBRUARY 2014	2531194 ...	-478.10
					METROPOLITAN LI...	DENTAL PREMIUM FEBRUARY 2014	1041194 ...	-533.07
					METROPOLITAN LI...	DENTAL PREMIUM FEBRUARY 2014	1042194 ...	-183.08
					METROPOLITAN LI...	DENTAL PREMIUM FEBRUARY 2014	1069194 ...	-238.05
					METROPOLITAN LI...	DENTAL PREMIUM FEBRUARY 2014	1022194 ...	-224.93
					METROPOLITAN LI...	DENTAL PREMIUM FEBRUARY 2014	3332194 ...	-295.02
					METROPOLITAN LI...	DENTAL PREMIUM FEBRUARY 2014	1044194 ...	-183.08
					METROPOLITAN LI...	DENTAL PREMIUM FEBRUARY 2014	2361194 ...	-183.08
					METROPOLITAN LI...	DENTAL PREMIUM FEBRUARY 2014	4868194 ...	-54.97
TOTAL								-4,599.46
102897	01/29/14 13:39:41	1/29/14	82311	MNS ENGINEERS INC	MNS ENGINEERS I...		1000101 ...	
102836	01/28/14 11:29:44	12/12/13	63941		MNS ENGINEERS I...	PARK ACQUISITION DIF	3100241 ...	-700.00
102837	01/28/14 11:30:12	1/14/14	63973		MNS ENGINEERS I...	PARK ACQUISITION DIF	3100241 ...	-140.00
102848	01/28/14 13:49:41	1/14/14	63965		MNS ENGINEERS I...	PROJ 5007	1000251 ...	-1,195.50
102849	01/28/14 13:50:48	1/14/14	63966		MNS ENGINEERS I...	MEASURE A GRANT 4	2000261 ...	-423.75
102850	01/28/14 13:51:28	1/14/14	63967		MNS ENGINEERS I...	MEASURE A GRANT 4	2079274 ...	-423.75
102851	01/28/14 13:52:05	1/14/14	63968		MNS ENGINEERS I...	PROJ 5370	1000251 ...	-250.13
102852	01/28/14 13:52:28	1/14/14	63969		MNS ENGINEERS I...	GENERAL TRANSPORTATION SERVICES	2536226 ...	-217.50
						PROJ 5289	1000251 ...	-195.00

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102853	01/28/14 13:53:13	1/14/14	63970	MNS ENGINEERS I...	MNS ENGINEERS I...	MEASURE A GRANT 3	2000261 ...	-195.00
102854	01/28/14 13:54:02	1/14/14	63971	MNS ENGINEERS I...	MNS ENGINEERS I...	MEASURE A GRANT 3	2079273 ...	-195.00
102855	01/28/14 13:54:44	1/14/14	63972	MNS ENGINEERS I...	MNS ENGINEERS I...	MEASURE A GRANT 2	2000261 ...	-396.04
102856	01/28/14 13:56:36	1/14/14	63974	MNS ENGINEERS I...	MNS ENGINEERS I...	MEASURE A GRANT 2	2079273 ...	-396.03
102857	01/28/14 13:58:15	1/14/14	63975	MNS ENGINEERS I...	MNS ENGINEERS I...	FLOODPLAIN MGMT SERVICES	2536226 ...	-565.50
						MEASURE A GRANT 1	2000261 ...	-174.00
						MEASURE A GRANT 1	2079271 ...	-174.00
						MEASURE A GRANT 8	2000261 ...	-52.32
						MEASURE A GRANT 8	2079275 ...	-52.32
						SANTA YNEZ AVE IMPROVEMENTS	2779619 ...	-69.36
102858	01/28/14 13:59:07	1/14/14	63976	MNS ENGINEERS I...	MNS ENGINEERS I...	ENGINEERING SERVICES	2536226 ...	-6,321.00
102859	01/28/14 13:59:42	1/14/14	63977	MNS ENGINEERS I...	MNS ENGINEERS I...	PROJ 1686	1000251 ...	-1,344.90
102860	01/28/14 14:00:14	1/14/14	63978	MNS ENGINEERS I...	MNS ENGINEERS I...	PROJ 5436	1000251 ...	-2,217.00
102861	01/28/14 14:00:45	1/14/14	63979	MNS ENGINEERS I...	MNS ENGINEERS I...	PROJ 1693	1000251 ...	-585.00
102862	01/28/14 14:01:17	1/14/14	63980	MNS ENGINEERS I...	MNS ENGINEERS I...	PROJ 1695	1000251 ...	-585.00
102863	01/28/14 14:03:00	1/14/14	63981	MNS ENGINEERS I...	MNS ENGINEERS I...	PROJ 1665	1000251 ...	-87.00
102864	01/28/14 14:09:49	1/14/14	63982	MNS ENGINEERS I...	MNS ENGINEERS I...	PROJ 1603	1000251 ...	-2,535.00
TOTAL								-19,490.10
102898	01/29/14 13:39:41	1/29/14	82312	OUTDOOR CREATIONS INC	OUTDOOR CREATI...	INVOICE 4131	1000101 ...	
102830	01/28/14 11:22:58	12/10/13	4131		OUTDOOR CREATI...	PING PONG TABLES	2862308 ...	-604.80
TOTAL								-604.80
102899	01/29/14 13:39:42	1/29/14	82313	PQL LIGHTING	PQL LIGHTING	INVOICE 332338	1000101 ...	
102866	01/28/14 14:30:04	1/1/14	332338		PQL LIGHTING	SHERIFFS DEPT LIGHTS	1013224 ...	-271.41
TOTAL								-271.41
102900	01/29/14 13:39:42	1/29/14	82314	PRIESTMAN ELECTRIC	PRIESTMAN ELEC...	INVOICE 5465	1000101 ...	
102835	01/28/14 11:29:15	11/1/13	5465		PRIESTMAN ELEC...	POOL	4866223 ...	-425.02
TOTAL								-425.02
102901	01/29/14 13:39:42	1/29/14	82315	PROBER LAND SURVEYING	PROBER LAND SU...	INVOICE #1180	1000101 ...	
102838	01/28/14 11:31:04	11/30/13	1180		PROBER LAND SU...	PARK ACQUISITION DIF	3100242 ...	-2,450.00
TOTAL								-2,450.00
102902	01/29/14 13:39:43	1/29/14	82316	REAL GREEN GARDENING	REAL GREEN GAR...		1000101 ...	
102826	01/28/14 10:05:00	7/31/13	JUL 2013 BL...		REAL GREEN GAR...	1031	2361306 ...	-540.00
					REAL GREEN GAR...	1032	2361225 ...	-540.00
					REAL GREEN GAR...	PROJ 4865	1000251 ...	-75.00
					REAL GREEN GAR...	1035	2861225 ...	-450.00
					REAL GREEN GAR...	1036	2361225 ...	-1,335.00
					REAL GREEN GAR...	1037	4865220 ...	-180.00
					REAL GREEN GAR...	1038	2861225 ...	-360.00
					REAL GREEN GAR...	1039	2861225 ...	-450.00
					REAL GREEN GAR...	PROJ 4865	1000251 ...	-120.60

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102822	01/28/14 10:00:40	8/31/13	AUG 2013 BL...		REAL GREEN GAR...	VETS HALL	4865309 ...	-59.40
					REAL GREEN GAR...	1041	2361306 ...	-720.00
					REAL GREEN GAR...	1100	2361306 ...	-540.00
					REAL GREEN GAR...	1101	2361225 ...	-540.00
					REAL GREEN GAR...	PROJ 4865	1000251 ...	-75.00
					REAL GREEN GAR...	PALM TO LINDEN AVE	2000261 ...	-600.00
					REAL GREEN GAR...	1104	2861225 ...	-450.00
					REAL GREEN GAR...	1105	2361225 ...	-1,335.00
					REAL GREEN GAR...	1106	4865220 ...	-180.00
					REAL GREEN GAR...	1107	2861225 ...	-360.00
					REAL GREEN GAR...	PROJ 4865	1000261 ...	-120.60
					REAL GREEN GAR...	VETS HALL	4865309 ...	-59.40
					REAL GREEN GAR...	1110	2361306 ...	-720.00
					REAL GREEN GAR...	1108	2861225 ...	-450.00
					REAL GREEN GAR...	SALT MARSH PARK	2861225 ...	-155.00
					REAL GREEN GAR...	EL CARRO PARK	2361221 ...	-180.00
					REAL GREEN GAR...	PALM TO LINDEN TRAIL GRANT	2000261 ...	-270.00
					REAL GREEN GAR...	CARP CREEK PARK	2361221 ...	-43.34
TOTAL								-10,908.34
102903	01/29/14 13:39:43	1/29/14	82317	RMLA	RMLA		1000101 ...	
102833	01/28/14 11:28:13	11/1/13	0000252	RMLA	RMLA	CITY HALL DESIGN	3100231 ...	-119.32
102834	01/28/14 11:28:44	1/2/14	0000284	RMLA	RMLA	CITY HALL DESIGN	3100231 ...	-845.35
TOTAL								-964.67
102904	01/29/14 13:39:44	1/29/14	82318	ROCKWELL PRINTING	ROCKWELL PRINT...	INVOICE #24124	1000101 ...	
102865	01/28/14 14:29:10	1/21/14	24124		ROCKWELL PRINT...	BUSINESS CARDS - MAECHLER	1030308 ...	-45.36
TOTAL								-45.36
102905	01/29/14 13:39:44	1/29/14	82319	S & S SEEDS	S & S SEEDS	INVOICE #OP-50883-13	1000101 ...	
102829	01/28/14 11:21:46	12/18/13	OP-50883-13		S & S SEEDS	LANDSCAPING MATERIALS	2361221 ...	-178.21
TOTAL								-178.21
102906	01/29/14 13:39:44	1/29/14	82320	SAMANTHA HARVEY	SAMANTHA HARV...	FIRST SATURDAY 2014 SNOW DAY	1000101 ...	
102812	01/27/14 12:58:49	1/14/14	FIRST SAT 2...		SAMANTHA HARV...	SNOW DAY ENTERTAINMENT 0214	1044302 ...	-350.00
TOTAL								-350.00
102907	01/29/14 13:39:45	1/29/14	82321	SANSUM CLINIC	SANSUM CLINIC		1000101 ...	
102872	01/29/14 09:37:38	1/20/14	28050-008		SANSUM CLINIC	PHYSICAL - MENDOZA	1016320 ...	-65.00
102873	01/29/14 09:38:16	1/20/14	28050-009		SANSUM CLINIC	PHYSICAL - MENDOZA	1016320 ...	-70.00
102874	01/29/14 09:38:58	1/20/14	50192-007		SANSUM CLINIC	PHYSICAL - KEISER	1016320 ...	-70.00
102875	01/29/14 09:39:39	1/20/14	50192-008		SANSUM CLINIC	PHYSICAL - KEISER	1016320 ...	-65.00
102876	01/29/14 09:40:44	1/20/14	67736-005		SANSUM CLINIC	PHYSICAL - VEGA	1016320 ...	-70.00
102877	01/29/14 09:41:14	1/20/14	67736-006		SANSUM CLINIC	PHYSICAL - VEGA	1016320 ...	-65.00

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TOTAL								-405.00
102908	01/29/14 13:39:45	1/29/14	82322	SANTA BARBARA COUNT...	SANTA BARBARA ...	GREEN BUSINESS PROGRAM MEETING...	1000101 ...	
102870	01/29/14 09:30:15	1/17/14	2014 MEETI...		SANTA BARBARA ...	GREEN BUSINESS MEETING ATTENDA...	1051306 ...	-25.00
TOTAL								-25.00
102909	01/29/14 13:39:46	1/29/14	82323	SATCOM GLOBAL FZE	SATCOM GLOBAL ...	INVOICE AS01140604	1000101 ...	
102845	01/28/14 13:45:02	1/1/14	AS01140604		SATCOM GLOBAL ...	IRIDIUM TRADE-UP	1024215 ...	-42.75
TOTAL								-42.75
102910	01/29/14 13:39:46	1/29/14	82324	SEA CLEAR POOLS, INC	SEA CLEAR POOL...	INVOICE #13-1598	1000101 ...	
102842	01/28/14 13:37:58	1/13/13	13-1598		SEA CLEAR POOL...	POOL EQUIPMENT	4866223 ...	-843.00
TOTAL								-843.00
102911	01/29/14 13:39:46	1/29/14	82325	SO CA SWIMMING	SO CA SWIMMING	PVST FEB 2014 MEET FEES	1000101 ...	
102843	01/28/14 13:43:00	1/28/14	PVST FEB 2...		SO CA SWIMMING	PVST FEBRUARY 2014 MEET FEES	4868308 ...	-449.25
TOTAL								-449.25
102912	01/29/14 13:39:47	1/29/14	82326	VAN ATTA ASSOCIATES I...	VAN ATTA ASSOCI...	INVOICE #4030	1000101 ...	
102839	01/28/14 11:31:44	11/25/13	4030		VAN ATTA ASSOCI...	SEASIDE PARK DESIGN	3100242 ...	-94.50
TOTAL								-94.50
102913	01/29/14 13:39:47	1/29/14	82327	VENCO WESTERN INC	VENCO WESTERN ...	INVOICE #0148283-IN	1000101 ...	
102831	01/28/14 11:24:07	12/15/13	0148283-IN		VENCO WESTERN ...	ROW	3332225 ...	-1,793.19
					VENCO WESTERN ...	CITY HALL	1013225 ...	-742.10
					VENCO WESTERN ...	PROJ 4865	1000251 ...	-221.26
					VENCO WESTERN ...	VETS HALL	4865220 ...	-108.66
					VENCO WESTERN ...	POOL	4866220 ...	-221.73
					VENCO WESTERN ...	ROW PARKING LOT	3323220 ...	-422.38
					VENCO WESTERN ...	PARKS	2361225 ...	-4,523.56
TOTAL								-8,032.88
102914	01/29/14 13:39:48	1/29/14	82328	VJS BIOLOGICAL CONSU...	VJS BIOLOGICAL ...	OCT-NOV 2013 BILLING	1000101 ...	
102840	01/28/14 11:36:09	12/10/13	OCT-NOV 20...		VJS BIOLOGICAL ...	PROJ 1407	1000251 ...	-37.50
					VJS BIOLOGICAL ...	PROJ 1167	1000251 ...	-90.00
					VJS BIOLOGICAL ...	CARP BLUFFS	2861225 ...	-165.00
					VJS BIOLOGICAL ...	PROJ 1407	1000251 ...	-71.25
TOTAL								-363.75
102915	01/29/14 13:39:48	1/29/14	82329	YASHICA DIAZ	YASHICA DIAZ	VETERANS BUILDING CLEANING REFU...	1000101 ...	

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102868	01/29/14 09:20:13	1/17/14	VETS HALL ...	YASHICA DIAZ		VETS HALL REFUND	1000231 ...	-300.00
TOTAL								<u>-300.00</u>
102916	01/29/14 13:46:38	1/29/14	82330	A-OK POWER EQUIPMENT	A-OK POWER EQU...	INVOICE #31603	1000101 ...	
102676	01/15/14 09:55:35	1/9/14	31603		A-OK POWER EQU...	PUBLIC WORKS SUPPLIES	3332308 ...	-16.85
TOTAL								<u>-16.85</u>
102917	01/29/14 13:46:39	1/29/14	82331	ALL AROUND LANDSCAP...	ALL AROUND LAN...	CUSTOMER #354	1000101 ...	
102684	01/15/14 10:00:39	1/8/14	S1702459.001		ALL AROUND LAN...	BANNERS	2531308 ...	-26.97
TOTAL								<u>-26.97</u>
102918	01/29/14 13:46:39	1/29/14	82332	CAMPBELL GEO, INC	CAMPBELL GEO, I...	INVOICE #010614-2822	1000101 ...	
102832	01/28/14 11:26:55	1/6/14	010614-2822		CAMPBELL GEO, I...	IRRIGATION WATER WELL	2000261 ...	-130.00
TOTAL								<u>-130.00</u>
102919	01/29/14 13:46:39	1/29/14	82333	COLSON'S TOWING INC	COLSON'S TOWIN...	INVOICE #6179	1000101 ...	
102680	01/15/14 09:58:03	1/9/14	6179		COLSON'S TOWIN...	VEHICLE MAINTENANCE	2531307 ...	-216.44
TOTAL								<u>-216.44</u>
102920	01/29/14 13:46:40	1/29/14	82334	MOST DEPENDABLE FOU...	MOST DEPENDAB...	INVOICE #INV31477	1000101 ...	
102697	01/15/14 10:13:39	1/7/14	INV31477		MOST DEPENDAB...	BEACH SHOWERS	2862308 ...	-219.36
TOTAL								<u>-219.36</u>
102921	01/29/14 13:46:40	1/29/14	82335	STAPLES ADVANTAGE	STAPLES ADVANT...		1000101 ...	
102644	01/14/14 10:30:52	1/8/14	3219451100		STAPLES ADVANT...	OFFICE SUPPLIES	1013308 ...	-131.59
102765	01/22/14 09:40:33	1/9/14	3219514976		STAPLES ADVANT...	OFFICE SUPPLIES	1013308 ...	-479.48
102766	01/22/14 09:41:34	1/9/14	3219514977		STAPLES ADVANT...	PW SUPPLIES	2531308 ...	-29.97
TOTAL								<u>-641.04</u>
102922	01/29/14 13:46:41	1/29/14	82336	WALLACE GROUP	WALLACE GROUP	INVOICE #36315	1000101 ...	
102658	01/23/14 16:53:22	1/8/14	36315		WALLACE GROUP	MEASURE A GRANT 1	2000261 ...	-18.00
					WALLACE GROUP	MEASURE A GRANT 1	2079271 ...	-18.00
TOTAL							TOTAL	\$184,779.49

STAFF REPORT
COUNCIL MEETING DATE:
February 10, 2014

ITEM FOR COUNCIL CONSIDERATION:

Second Reading of Ordinance No. 666, An Ordinance of the City Council of the City of Carpinteria, Reassigning Chapter 3.45 of the Municipal Code Regulating the Change of Owner, Operator or Guarantor for Certain Oil and Gas Facilities to Chapter 3.46

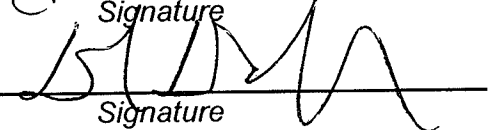
Report prepared by: Fidela Garcia, City Clerk

Department: General Government

Reviewed by: Dave Durflinger, City Manager



Signature



Signature

ACTION ITEM X; NON-ACTION ITEM ____

STAFF RECOMMENDATION: Adopt on second reading Ordinance No. 666, an amendment to the Carpinteria Municipal Code, reassigning the Change of Owner, Operator or Guarantee for Certain Oil and Gas Facilities regulations, currently codified at Chapter 3.45 to Chapter 3.46.

MOTION: I move to adopt Ordinance No. 666, as read by title only, reassigning Chapter 3.45 of the Municipal Code regulating the Change of Owner, Operator or Guarantor for Certain Oil and Gas Facilities to Chapter 3.46.

I. DISCUSSION:

At the regular City Council meeting on January 27, 2014, the City Council introduced on first reading Ordinance No. 666 and continued the item for second reading to February 10, 2014. Ordinance No. 666 is presented for Adoption.

II. FINANCIAL CONSIDERATIONS:

There is no Fiscal Impact.

III. ATTACHMENTS:

- A. Ordinance No. 666, Reassigning Chapter 3.45 of the Municipal Code Regulating the Change of Owner, Operator or Guarantor for Certain Oil and Gas Facilities to Chapter 3.46

ORDINANCE NO. 666

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA, CALIFORNIA REASSIGNING CHAPTER 3.45 OF THE MUNICIPAL CODE REGULATING THE CHANGE OF OWNER, OPERATOR OR GUARANTOR FOR CERTAIN OIL AND GAS FACILITIES TO CHAPTER 3.46

WHEREAS, on May 27, 2008, the City Council of the City of Carpinteria adopted Ordinance No. 630, adding Chapter 3.45 of the Municipal Code, Regulating the Change of Owner, Operator or Guarantor for Certain Oil and Gas Facilities; and,

WHEREAS, subsequently it was noted that Chapter 3.45 had previously been assigned; and,

WHEREAS, adoption of Ordinance No. 666 reassigns the Municipal Code chapter regulating the change of owner, operator or guarantor for certain oil and gas facilities from Chapter 3.45 to Chapter 3.46.

NOW, THEREFORE, THE CITY COUNCIL HEREBY ORDAINS AS FOLLOWS:

SECTION 1. INCORPORATION OF RECITALS

The above recitals are incorporated herein and are each relied upon independently by the City Council for its adoption of this Ordinance.

SECTION 2. CREATION OF CHAPTER 3.46

Chapter 3.46 of the Carpinteria Municipal Code shall hereby be created and all references to Chapter 3.45 in the attached Exhibit "A" shall be reassigned to Chapter 3.46.

SECTION 3. EFFECTIVE DATE

This Ordinance shall be in full force and effect thirty (30) days following a second reading of the ordinance; and before the expiration of fifteen (15) days of its passage shall be published once with the names of the City Council voting for and against the same in the Coastal View, a newspaper of general circulation, published in the City of Carpinteria.

SECTION 4. SEVERABILITY

If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this chapter, or application thereof to any person or circumstances, is for any reason held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this chapter or any part thereof. The City Council hereby declares that it would have passed such section, subsection, subdivision, paragraph, sentence, clause or phrase

thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases may be declared unconstitutional or invalid or ineffective.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2014, by the following called vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

Mayor of the City of Carpinteria

ATTEST:

City Clerk, City of Carpinteria

I hereby certify that the foregoing Ordinance was duly and regularly introduced and adopted at a regular meeting of the City Council of the City of Carpinteria held this ____ day of _____, 2014.

City Clerk, City of Carpinteria

APPROVED AS TO FORM:

City Attorney, City of Carpinteria

ORDINANCE NO. 630

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA,
CALIFORNIA ADDING CHAPTER 3.45 TO THE MUNICIPAL CODE,
REGULATING THE CHANGE OF OWNER, OPERATOR OR GUARANTOR
FOR CERTAIN OIL AND GAS FACILITIES**

WHEREAS, as part of its authority to regulate land use within its jurisdiction, the City of Carpinteria requires discretionary permits for development of oil and gas related onshore facilities that support recovery of offshore reserves;

WHEREAS, such permits contain conditions designed to ensure safe operations;

WHEREAS, such permits were originally issued to major, vertically integrated oil companies who have large amounts of capital and technical expertise required to successfully operate such facilities in full compliance with permit conditions and applicable law;

WHEREAS, trends have emerged wherein oil and gas operations are being acquired by independent companies that are relatively new to the industry and may lack the financial assets and/or technical resources to operate such facilities;

WHEREAS, the U.S. Department of the Interior's Minerals Management Service and the California State Lands Commission have well defined requirements and procedures that address operational safety and financial responsibility for change of owner, operator or guarantor of facilities located on the Outer Continental Shelf or State Tidelands for purposes of recovering oil and gas, but there are currently no parallel state or local requirements for onshore facilities; **WHEREAS**, significant adverse environmental impacts and substantial harm to public health, safety and welfare could result unless owners and operators of local onshore facilities are: a) capable of operating oil and gas facilities in a safe manner and in full compliance with permit conditions and applicable law; b) financially capable of paying the cost of proper abandonment, including remediation of contaminated soils and waters; and, c) financially capable of paying for all legally compensatory damages or injuries suffered by any property or person that result from or arise out of any oil spill or other accident; and

WHEREAS, in public meetings held on May 12 and May 27, 2008, the City Council found and determined that the additions to the Carpinteria Municipal Code proposed in this Ordinance are necessary to advance the public health, safety and welfare by adopting procedures to avoid and/or minimize the above mentioned environmental impacts and other harms that could befall the community by ensuring owners and operators comply with applicable law and are financially responsible;

NOW, THEREFORE, THE CITY COUNCIL HEREBY ORDAINS AS FOLLOWS:

SECTION 1. INCORPORATION OF RECITALS

The above recitals are incorporated herein and are each relied upon independently by the City Council for its adoption of this Ordinance.

SECTION 2. CREATION OF CHAPTER 3.45

Chapter 3.45 of the Carpinteria Municipal Code shall hereby be created and shall read as follows:

3.45.10 Title.

The title of this chapter shall be "Change of Owner, Operator or Guarantor for Certain Oil and Gas Facilities."

3.45.020 Purpose and Intent.

The purposes of this Chapter are to protect public health, safety and welfare and safeguard the natural resources and environment of the City of Carpinteria by ensuring that safe operation, adequate financial responsibility, and compliance with all applicable City laws and permits are maintained during and after all changes of owner, operator or guarantor of certain oil and gas facilities.

3.45.030 Applicability.

a. This Chapter shall apply to any person who owns, operates or guarantees performance for or who seeks to own, operate or guarantee performance for any of the following facilities located in the City of Carpinteria:

1. any facility within the City's jurisdiction involved in exploration, production, processing, storage or transportation of oil or gas extracted from offshore reserves;
2. any pier, supply base, marine terminal or staging area within the City's jurisdiction that supports development of offshore oil and gas reserves.

b. This Chapter shall not apply to:

1. the change of owner, operator or guarantor of the following:
 - A. sales gas pipelines operated by a public utility and regulated by the California Public Utilities Commission;
 - B. trucks, railroads;
 - C. facilities located in state waters;

2. a change of ownership consisting solely of a change in percentage ownership of a facility and which does not entail addition or removal of an owner or affect any financial guarantee for a permit.

3.45.040 Definitions.

The following definitions shall apply to this chapter:

“Director” shall mean the City of Carpinteria Community Development Director.

“Existing guarantor” shall mean a guarantor who has guaranteed performance for an existing owner or operator, on the date of adoption of this chapter, but shall not include any person who is required to but has not yet obtained an amendment to a permit that requires City approval prior to listing that guarantor on the permit.

“Existing owner or operator” shall mean any person who owns or operates a facility identified as subject to this chapter pursuant to Chapter 3.45.030 on the date of adoption of this chapter, but shall not include any person who owns or operates such a facility and is required to but has not yet obtained an amendment to a permit that requires City approval prior to the transfer of the permit to that owner or operator.

“Guarantor” shall mean any person who guarantees performance for any City permit or ordinance requirement for a facility subject to this Chapter. For purposes of this Chapter, guarantor may include any owner, operator or third party.

“Major Incident” shall mean any accident related to the use of the facility that results in one or more of the following:

- a. an oil spill of 50 barrels or more, not including associated water, that escapes any device designed for spill containment and enters the environment;
- b. one or more fatalities or serious injuries that require significant medical intervention to members of the public who were situated outside the facility’s premises when the incident occurred;
- c. evacuation of people outside the boundaries of the facility from which the release occurred;
- d. a fire offsite or that spreads offsite.

“Managing partner” of a partnership shall mean the partner formally designated and vested by the partnership with authority to make ordinary business decisions for the partnership on behalf of all partners.

“Operator” shall mean any person having day-to-day control or management of or responsibility for operations of a facility, or a portion thereof, subject to this Chapter.

“Owner” shall mean any person who owns or leases a facility, or a portion thereof, subject to this Chapter.

“Pending owner or operator” shall mean any person who owns or operates a facility subject to this chapter and is required to but has not yet obtained an amendment to any necessary permit that requires City approval prior to the transfer of the permit to that owner or operator.

“Person” includes, but is not limited to, any individual, proprietorship, firm, corporation, partner, partnership, limited partnership, limited liability company, joint venture, business trust, or other business entity, or an association or other organization.

3.45.050. Requirements.

1. Listing on Permit. Any person who owns or operates a facility that is subject to this Chapter pursuant to Chapter 3.45.030 shall be listed as a permittee on the permit(s) issued for that facility, pursuant to Chapters 14.30 and 14.68 of the Municipal Code. Any guarantor for such facility shall be listed on the applicable permit(s), identifying its responsibilities as guarantor. Should any owner, operator or guarantor consist of a partnership, all partners shall be listed on the permit and the managing partner shall be identified in this list.

2. Acceptance of Permit. Prior to being listed on a permit, any owner or operator of a facility that is subject to this Chapter shall provide the City with a letter from a responsible official of the owner or operator formally accepting all conditions and requirements of the permit. This provision shall not apply to fractional interest owners that are not managing partners.

3. Permits Not Transferable. Any permit issued or authorized pursuant to Chapters 14.30 and 14.68 of the Municipal Code for a facility that is subject to this Chapter shall not be transferable, whether by operation of law or otherwise, from any existing owner, operator or guarantor to a new owner, operator or guarantor, except in accordance with this Chapter.

4. Ongoing Notification. All owners, operators and guarantors shall, as an ongoing requirement, notify the Director in writing of any change in the information listed in Chapter 3.45.070(1)(a) through 3.45.070(1)(e) within 30 days of such change.

5. Change of Owner. Any change of owner, merger of the owner with another company, or change of form of business organization, shall require application and approval as provided in this Chapter. Until a change of owner is approved pursuant to this chapter, the former owner(s) shall continue to be liable for compliance with all terms and conditions of the permit and any applicable City ordinances.

6. Change of Operator. Any change of operator shall not occur until approved in accordance with this Chapter, except as follows: any change of operator that consists solely of a merger, change of form of business organization, or change of a non-

managing partner (in cases where the operator is a partnership), but does not entail a substantive change to operations or personnel of the facility, shall require an application within 30 days of the change, as provided in Chapter 3.45.070(3) for change of owner.

7. Change of Guarantor. Any change of guarantor, including merger of the guarantor with another company or change of form of business organization, shall require application and approval as provided in this Chapter. Until a change of guarantor is approved pursuant to this chapter, the former guarantor(s) listed on the permit shall continue to be liable for compliance with all terms and conditions of the permit and any applicable City ordinance.

8. Liability for Compliance with Permit Conditions. Any owner, operator or guarantor listed on a permit pursuant to this Chapter shall comply with all conditions of such permit, as applicable, to owners, operators and guarantors. Failure to comply with such permit conditions shall subject the owner, operator or guarantor to the applicable penalty and enforcement provisions of the Municipal Code.

9. Liability for Abandonment.

a. The current owner or operator, as determined by the records of the Director, of a facility subject to this chapter shall be responsible for the proper abandonment of the facility. If the Director determines that the current owner or operator does not have the financial resources to fully cover the cost of abandoning the facility, the immediately preceding owner or operator shall be responsible for the cost of abandoning the facility.

b. The Director may continue to look seriatim to previous owners or operators until an owner or operator is found that the Director determines has the financial resources to cover the cost of abandoning the facility. However, the Director may not hold an owner or operator responsible for abandonment under this chapter that made a valid transfer of ownership or operation of the facility prior to May 27, 2008.

3.45.060. Relation to permits and Zoning Ordinance.

1. The provisions of this Chapter shall, for applicable facilities, supersede any provision of the Municipal Code governing the transfer of permits for such facilities. The procedures of this Chapter shall also supersede any procedures specified in any permit governing the transfer of permits for such facilities, but shall not invalidate any substantive requirements of such permits.

2. Permit amendments approved pursuant to this Chapter shall be entitled "Chapter 3.45 Permit Amendments" and shall be enforceable as provided in this Chapter.

3.45.070. Applications.

a. Existing Owners, Operators and Guarantors. Within 30 days of the effective date of this Chapter, any existing owner, operator or guarantor shall submit a certification to the Director, on a form approved by the Director, specifying the following information

regarding the current owner(s), operator(s) and guarantor(s):

1. name and address;
2. role in ownership, operation and management of facility, or in guaranteeing performance for an owner or operator;
3. names and addresses of official company representatives authorized and designated to execute applications, agreements and permits with the City on behalf of the company;
4. description of the company business organization, including relation to parent companies, partnership composition (including percentage of ownership) and other information needed to fully and accurately disclose who it is that owns, operates or is otherwise responsible for the facility;
5. any expiration date of any company described in Chapter 3.45.070(1)(a) through 3.45.070(1)(d) above.

b. Pending Owners and Operators. Within 30 days of the effective date of this Chapter, any pending owner or operator shall submit an application to the Director requesting transfer of the applicable permit(s).

c. Subsequent Owners or Deletion of Owners. Prior to any transfer of a permit to a subsequent owner or deletion of an owner from a permit, the current owner(s) and proposed owner shall submit an application to the Director requesting such transfer or deletion. The application shall be filed before the transfer or deletion of ownership, or if not practicable, in no event later than 30 days after the transfer or deletion of ownership.

d. Subsequent Operators. Prior to any transfer of permit to a subsequent operator, the current permittee(s) and the proposed operator shall submit an application to the Director requesting such transfer.

e. Subsequent Guarantors or Deletion of Guarantors. Prior to the listing of a subsequent guarantor or deletion of a guarantor from a permit, the permittee(s), the current guarantor, and, as appropriate, the proposed guarantor shall submit an application to the Director requesting such transfer or deletion. The application shall be filed before the transfer or deletion of guarantor, or, in no event later than 30 days after the transfer or deletion of guarantor.

f. Application Contents. Applications submitted pursuant to this Chapter shall include the following information:

1. Information Required for Applications for Change of Non-Managing Partners or Non-Managing Fractional Interest Owners Pursuant to Chapter 3.45.100(4).
 - A. All information listed in Chapter 3.45.070(1)(a) through 3.45.070(e) of this Chapter.

- B. A brief statement of the changes or proposed changes.
2. Information Required for All Applications, Except as Provided in Chapter 3.45.070(6)(a):
- A. All information listed in Chapter 3.45.070(1)(a) through 3.45.070(1)(e) of this Chapter.
 - B. A detailed statement of the changes or proposed changes for which approval is sought.
 - C. General background information on any proposed new or subsequent permittee or guarantor.
 - D. Financial information on any owner, operator or other guarantor needed for the Director or Planning Commission to make the Financial Guarantees finding required by this Chapter. This information shall include, but is not limited to, the previous year's annual report, audited financial statements and required SEC filings.
 - E. Any required letter accepting the permit(s).
 - F. Any other information that the Director or the Planning Commission may require to approve any change in owner, operator or guarantor in accordance with this Chapter.
3. Additional Information for Temporary Operator:
- Evidence demonstrating that the proposed temporary operator has the necessary skills and training, as required by Chapter 3.45.100(6)(c).
4. Additional Information for Change of Owner Under Chapter 3.45.090(1):
- All documentation needed to make the findings required by this Chapter, where applicable, for Facility Safety Audit and Compliance With Existing Requirements.
5. Additional Information for Change of Operator Under Chapter 3.45.090(2):
- A. All documentation needed to make the findings required by this Chapter for Facility Safety Audit, Compliance With Existing Requirements and Compliance Plans.
 - B. Proposed transitional plan.
 - C. Evidence demonstrating that the proposed operator has the necessary skills, training and resources as required by Chapter 3.45.110(1)(i).

3.45.080. Listing of owners, operators, guarantors and temporary operators on permits.

a. Existing Owners, Operators and Guarantors. The Director shall list any existing owner, existing operator or existing guarantor, as they are defined in Chapter 3.45.040 of this Chapter, on the appropriate permit(s) upon finding that such person has submitted all information required in Chapter 3.45.070(1) and has complied with Chapter 3.45.050(2), if applicable.

b. Subsequent Owners, Operators, Guarantors and Temporary Operators. The Director shall list any subsequent owner, operator, guarantor or temporary operator on the appropriate permit(s) and remove any previous owner, operator, guarantor or temporary operator that no longer serves such role, upon approval of the permit transfer, pursuant to Chapters 3.45.100 and 3.45.110.

3.45.090. Processing.

a. Applications Under Jurisdiction of the Director.

1. The Director shall approve or deny any application to transfer a permit for changes that consist solely of the following:
 - A. change of ownership, including transfer of facility ownership to subsequent owner(s), change of any partner of an owner, merger of a current owner with another company or change in form of business organization of a current owner, such as change from corporation to limited partnership or limited liability company;
 - B. merger of a current operator with another company, change in form of business organization of a current operator, or change of a non-managing partner (in cases where the operator is a partnership), provided such change does not entail a substantive change to operations or personnel of the facility;
 - C. change of a guarantor;
 - D. substitution of a temporary operator.
2. Prior to approval of such application, the Director shall make all findings required by Chapter 3.45.100(1) through 3.45.100(6), as applicable, and shall take all actions necessary under Chapter 3.45.100(7).
3. A public hearing shall not be required for applications approved or denied by the Director. Notice shall be given, however, at least 10 days prior to the date of the Director's decision, as provided in City of Carpinteria Municipal Code, Chapter 14.76.

b. Applications Under Jurisdiction of the Planning Commission.

1. The Planning Commission shall approve or deny any application to transfer a permit for change of operator, except as specifically placed under the Director's jurisdiction in Chapter 3.45.090(1)(a)(ii) or 3.45.090(1)(a)(iv).
2. Prior to approval of an application for change of operator, the Planning Commission shall make all findings required by Chapter 3.45.110.1 and shall take all actions necessary under Chapter 3.45.110.2.
3. A public hearing shall be required for applications approved or denied by the Planning Commission. Notice shall be given at least 10 days prior to the date of the hearing, as provided in City of Carpinteria Municipal Code, Chapter 14.76.

c. Combined Applications.

Applications that include a component under the Director's jurisdiction and another component under the Planning Commission's jurisdiction may, at the discretion of the Director, be processed with a combined application and decided by the Planning Commission. In such cases, the findings required for approval of the component that falls under the Director's jurisdiction shall be those listed for a Director's Amendment (Chapter 3.45.100(1) through 3.45.100(5), as appropriate).

d. Application Completeness

1. An application shall be deemed accepted unless the Director finds the application incomplete and notifies the applicant of incompleteness by mail within 30 calendar days of receipt of the application. Notice shall be deemed given when mailed.
2. The applicant shall provide any additional information required by the Director in an incompleteness letter within 30 calendar days of issuance of the letter. The Director may extend the time period for good cause.

3.45.100. Director Approval: Findings.

a. Change of Owner. The Director shall approve an application for a change of owner only if the Director makes the following findings, except as provided herein in Chapter 3.45.100(2) through 3.45.100(6):

1. Fees and Exactions. All outstanding City required fees and exactions due for the facility have been paid.
2. Financial Guarantees. All necessary insurance, bonds or other instruments or methods of financial responsibility approved by the City and necessary to comply with the permit and any City ordinance have been updated, if necessary, to reflect the subsequent owner(s) and will remain in full effect

following the ownership change.

3. Acceptance of Permit. The proposed owner has provided a letter from a responsible official representing the proposed owner formally accepting all conditions and requirements of the permit.
4. Facility Safety Audit. The current owner or operator has provided a copy of the most recent City-conducted comprehensive safety audit of the physical facility, along with a description of the status of implementing its recommendations, to the subsequent or proposed owner(s). A Safety Inspection Maintenance and Quality Assurance Program (SIMQAP) audit approved by the appropriate City official shall satisfy this requirement.
5. Compliance With Existing Requirements. As of the date that the application is deemed complete, the current owner(s) are in compliance with all requirements of the permit, including any requirement of a City-required safety audit, any Notice of Violation, and any City ordinance or regulation, or the current and proposed owner(s) have entered into a written agreement acceptable to the Director that specifies an enforceable schedule to come into compliance with such requirements.

b. Mergers and Changes of Business Organization of Owners or Operators. The Director shall approve an application to transfer a permit pursuant to Chapter 3.45.090(1)(a)(ii) for the merger of a current owner or operator with another company or change in form of business organization of a current owner or operator only if the Director makes the following findings:

1. Fees and Exactions. All outstanding City required fees and exactions due for the facility have been paid.
2. Financial Guarantees. All necessary instruments or methods of financial responsibility approved by the City and necessary to comply with the permit and any City ordinance have been updated, if necessary, to reflect the subsequent owner(s) or operator and will remain in full effect following the ownership or operator change.
3. Acceptance of Permit. The proposed owner or operator has provided a letter from a responsible official representing the proposed owner or operator formally accepting all conditions and requirements of the permit. This provision shall not apply to fractional interest owners that are not managing partners.

c. Existing Partner Becomes Managing Partner. The Director shall approve an application to modify a permit for a change of managing partner, where there is no change in partnership composition and the subsequent managing partner has been a partner for one year or more, only if the Director makes the following finding:

1. Acceptance of Permit. The subsequent managing partner has provided a letter from a responsible official representing the subsequent managing partner

formally accepting all conditions and requirements of the permit.

d. Change of Non-Managing Partner of Owner. The Director shall approve an application to transfer a permit for a change of non-managing partner or non-operator under a joint operating agreement, where such person is not a guarantor, upon submission of a complete application and payment of any required application fees.

e. Change of Guarantor. The Director shall approve an application to modify a permit pursuant to Chapter 3.45.090(1)(a)(iii) for a change of guarantor only if the Director makes the following finding:

1. Financial Guarantees. The proposed guarantor has provided all necessary instruments or methods of financial responsibility approved by the City and necessary to comply with the permit and any City ordinance.

f. Temporary Operator. The Director may approve a qualified temporary operator pursuant to Chapter 3.45.090(1)(a)(iv) where the owner demonstrates to the satisfaction of the Director that good cause exists for an immediate change of operator. The temporary operator may operate the facility for a period of no longer than six months. In order to approve a temporary operator, the Director must make the following findings:

1. Financial Guarantees. All necessary insurance, bonds or other instruments or methods of financial responsibility approved by the City and necessary to comply with the permit and any City ordinance have been updated, if necessary, to reflect the new temporary operator and will remain in full effect following the operator change.
2. Acceptance of Permit. The proposed temporary operator has provided a letter from a responsible official representing the proposed temporary operator formally accepting all conditions and requirements of the permit.
3. Operator Capability. The proposed temporary operator has the skills and training necessary to operate the permitted facility in compliance with the permit and all applicable City codes and has a good working knowledge of the compliance plans listed in Chapter 3.45.110(1)(f).

g. Approval. Upon making the findings listed in Chapter 3.45.100(1) through 3.45.100(6) the Director shall approve the change of owner, operator or guarantor, or approve the temporary operator. The Director may impose additional conditions on the permit, except for applications approved under Chapter 3.45.100(4), in order to ensure that any insurance or other financial guarantees that were submitted to and relied on by the Director as a basis to make any finding required by this Chapter are maintained.

3.45.110. Planning Commission Approval: Findings.

a. The Planning Commission shall approve an application for change of operator only if the Planning Commission makes the following findings:

1. Fees and Exactions. All outstanding City required fees and exactions due for the facility have been paid.

2. Financial Guarantees. All necessary insurance, bonds or other instruments or methods of financial responsibility approved by the City and necessary to comply with the permit and any City ordinance have been updated, if necessary, to reflect the subsequent operator and will remain in full effect following the operator change.
3. Acceptance of Permit. The proposed operator has provided a letter from a responsible official representing the proposed operator formally accepting all conditions and requirements of the permit.
4. Facility Safety Audit. The current owner or operator has provided a copy of the most recent City-conducted comprehensive safety audit of the physical facility, along with a description of the status of implementing its recommendations, to the proposed subsequent operator. A Safety Inspection Maintenance and Quality Assurance Plan audit approved by the appropriate City official shall satisfy this requirement.
5. Compliance With Existing Requirements. As of the date that the application is deemed complete, the current operator is in compliance with all requirements of the permit, including any requirements of a City-required safety audit, any Notice of Violation, and any City ordinance, or the owner and proposed operator have entered into a written agreement with the Director that specifies an enforceable schedule to come into compliance with such requirements.
6. Compliance Plans. The current owner and proposed operator have updated, where applicable, any existing, approved Safety Inspection Maintenance and Quality Assurance Program, Emergency Response Plan, Fire Protection Plan, and Oil Spill Contingency Plan, or equivalent approved plans, with current emergency contact information pertaining to the subsequent operator. The current owner and proposed operator have agreed in writing to revise all other plans required by the permit or any City ordinance, as necessary to reflect the change of operator, and to do so with sufficient diligence to obtain approval of the revised plans by the appropriate City official within six months after assuming operations.
7. Transitional Plan. The current owner or operator and proposed operator have submitted a transitional plan that demonstrates that the proposed operator shall receive adequate training, including training by the current operator, where feasible, and shall have a good working knowledge of the compliance plans listed in Chapter 3.45.110(1)(f) before assuming control of operations. The plan shall be approved by the Director. The Planning Commission may exempt the current owner and proposed operator from this requirement, or portions thereof, for good cause.
8. Emergency Response Plan Drills. The proposed operator has adequately performed one or more City- or Fire District-approved emergency response drills demonstrating ability to respond to emergency episodes that may occur at the facility.

9. Operator Capability. The proposed operator has the skills, training and resources necessary to operate the permitted facility in compliance with the permit and all applicable City codes and has demonstrated the ability to comply with compliance plans listed in Chapter 3.45.110(1)(f) and any other required compliance plans. The Director shall require relevant records of compliance, and corrective actions taken subsequent to any major incidents for facilities, if any, that are similar in nature to those that are the subject of the permit, as may be necessary to make findings. These records shall be used to provide sufficient assurance that the proposed operator does not reflect a record of non-compliant or unsafe operations systemic in nature for similar facilities to those being considered for operatorship.

b. Upon making the findings listed in Chapter 3.45.110(1), the Planning Commission shall approve the change of operator. The Planning Commission may impose additional conditions on the permit in order to ensure that any insurance or other financial guarantees that were submitted to and relied on by the Planning Commission as a basis to make any finding required by this Chapter are maintained.

3.45.120. Administration and Fees.

The Director shall administer the procedures established by this chapter. Any applicant shall be assessed fees in an amount necessary to recover costs incurred by the City for processing applications for change of owner, operator or guarantor required by this chapter. No application to change owner, operator or guarantor shall be processed unless the applicant has entered into an Agreement for Payment of Processing Fees with the City and has provided the required deposit for case processing fees.

3.45.130. Appeals.

a. Appeals to the Planning Commission.

1. The decision of the Director to approve or deny an application shall be final subject to appeal to the Planning Commission by the applicant or any interested person adversely affected by such decision. The appeal, which shall be in writing, and accompanying fee shall be filed with the Community Development Department within 10 calendar days following the date of the Director's decision.
2. The appellant shall state specifically in the appeal how; 1) the Director's decision is inconsistent with the provisions or purposes of this Chapter, or 2) there was an error or abuse of discretion by the Director.
3. Prior to the appeal hearing, the Community Development Department shall transmit to the Planning Commission copies of the application, including all attachments and related materials, and a statement setting forth the reasons for the Director's decision.
4. The Planning Commission hearing shall be de novo and the Commission shall affirm, reverse or modify the Director's decision at a public hearing. Notice of the time and place of the hearing shall be given in accordance with City of

Carpinteria Municipal Code, Chapter 14.76 (Noticing), as appropriate. Notice shall also be mailed to the appellant.

b. Appeals to the City Council.

1. The decision of the Planning Commission to approve or deny an application shall be final subject to appeal to the City Council by the applicant or any interested person adversely affected by such decision. The appeal, which shall be in writing, and accompanying fee shall be filed with the City Clerk within 10 calendar days following the date of the Planning Commission's decision.
2. The appellant shall state specifically in the appeal how 1) the Planning Commission's decision is inconsistent with the provisions or purposes of this Chapter or 2) there was an error or abuse of discretion by the Planning Commission.
3. Prior to the appeal hearing, the City Clerk shall notify the Community Development Director that an appeal has been filed. The Community Development Director shall then transmit to the City Council copies of the application, including all attachments and related materials, and a statement of findings setting forth the reasons for the Planning Commission's decision.
4. The City Council hearing shall be de novo and the Council shall affirm, reverse, or modify the Planning Commission's decision at a public hearing. Notice of the time and place of the hearing shall be given in accordance with City of Carpinteria Municipal Code, Chapter 14.76 (Noticing), as appropriate. Notice shall also be mailed to the appellant.

3.45.140. Enforcement.

a. Civil Penalties. Any owner, operator, guarantor or permittee who fails to comply with the provisions of this chapter is subject to a civil penalty not to exceed \$25,000 per day of operation. The Director may elect to pursue any violation of this Chapter, pursuant to Chapter 1.06 (Administrative Remedies) and/or Chapter 1.08 (Penalties) of the Municipal Code.

b. Criminal Penalties. Any owner, operator, guarantor or permittee who fails to comply with the provisions of this chapter shall be guilty of a misdemeanor, punishable in accordance with the provisions of Chapter 1.08 of this Code.

c. Cumulative Remedies and Penalties. The remedies or penalties provided by this chapter are cumulative to each other and to the remedies or penalties available under all other laws of this state.

SECTION 3: EFFECTIVE DATE

This Ordinance shall be in full force and effect 30 days following its enactment in accordance with California law; and before the expiration of 15 days following passage, this Ordinance shall be published once with the names of the members of the City

Council voting for and against the same in The Coastal View, a newspaper of general circulation, published in the City of Carpinteria.

SECTION 4: SEVERABILITY

If any section, subsection, sentence, clause, phrase or word of this Ordinance is for any reason held to be invalid by a court of competent jurisdiction, such decisions shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed and adopted this Ordinance, and each and all provisions hereof, irrespective of the fact that one or more provisions may be declared invalid.

SECTION 5: CEQA EXEMPTION

The City Council finds that this Ordinance is not subject to the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines §15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment), §15321(b) (an action by a regulatory agency to enforce a law, general rule, standard, or objective administered or adopted by the regulatory agency), and §15060(c)(3) (this activity is not a "project" as defined in §15378).

PASSED, APPROVED, AND ADOPTED this 27th day of May 2008, by the following called vote:

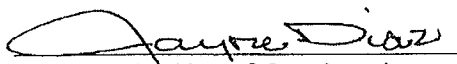
AYES: COUNCILMEMBERS: Stein, Carty, Armendariz, Clark, Ledbetter

NOES: COUNCILMEMBER(S): None

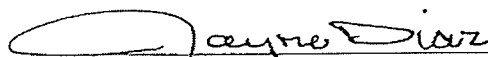
ABSENT: COUNCILMEMBER(S): None


Mayor of the City of Carpinteria

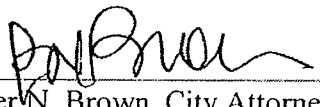
ATTEST:


City Clerk, City of Carpinteria

I hereby certify that the foregoing Ordinance was duly and regularly introduced and adopted at a regular meeting of the City Council of the City of Carpinteria held the 27th day of May 2008.


City Clerk, City of Carpinteria

APPROVED AS TO FORM:



Peter N. Brown, City Attorney
City of Carpinteria

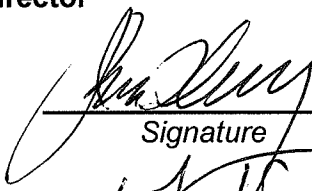
STAFF REPORT
COUNCIL MEETING DATE:
February 10, 2014

ITEM FOR COUNCIL CONSIDERATION:

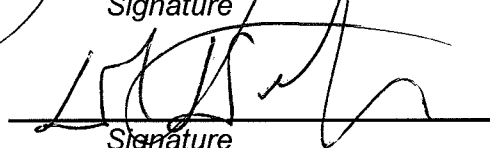
Declaration of City-owned Equipment and Books as Surplus Assets

Report prepared by:

John Thornberry, Administrative Services Director


Signature

Reviewed by: Dave Durflinger, City Manager


Signature

ACTION ITEM X; NON-ACTION ITEM ____

STAFF RECOMMENDATION:

MOTION: I move to Adopt Resolution No. 5501, as read by title only, Declaring the equipment and books listed in Exhibit A, attached to the resolution, as surplus assets and authorizing their disposal.

I. BACKGROUND:

Various items in the City's inventory of equipment and books have reached an age or a state of disrepair or obsolescence where it is advantageous to dispose of them.

II. POLICY:

Carpinteria Municipal Code Section 3.32.050 authorizes the Administrative Services Director, as purchasing officer to supervise the exchange or trade-in of all supplies and equipment which have become unsuitable for city use for new supplies and equipment. Disposal of assets requires City Council approval.

City staff will seek to sell or donate defunct property to non-profit or public programs that may have some use for them.

III. FINANCIAL CONSIDERATIONS:

Proceeds, if any, from the sale of these assets, are deposited into the Equipment Replacement Fund.

IV. ATTACHMENTS:

A. Resolution No. 5501

RESOLUTION NO. 5501

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
CARPINTERIA , CALIFORNIA, DECLARING CERTAIN
EQUIPMENT AS SURPLUS ASSETS**

WHEREAS, staff has conducted an inventory of certain equipment as listed in the attached Exhibit A; and

WHEREAS, the City Council last declared assets as surplus on November 25, 2013, per Resolution No. 5493; and

WHEREAS, these assets have little or no market value; and

WHEREAS, there will be no impact on fund balance as a result of their disposal; and

WHEREAS, there is no perceived future need for them in City operations.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CARPINTERIA HEREBY RESOLVES that the equipment shown in the attached Exhibit A are declared surplus and are to be disposed of in the most economical way possible.

PASSED, APPROVED AND ADOPTED this 10th day of February, 2014
by the following called vote:

AYES: COUNCILMEMBER:

NOES: COUNCILMEMBER:

ABSENT: COUNCILMEMBER:

Mayor

ATTEST:

City Clerk

Resolution No. 5501

Page two

I hereby certify that the foregoing resolution was duly and regularly introduced and adopted at a regular meeting of the City Council of the City of Carpinteria held on the 10th day of February 2014.

City Clerk

APPROVED AS TO FORM:

City Attorney

EQUIPMENT

Area	Location	Description	Tag #	Model/Serial #	Date Purchased	Book Value
General Government	Supply Room	Harris Lanier Std Cassette Transcription Machine	none	LCT-30/157374	Unknown	0
General Government	Supply Room	Daewoo Television	2943	DTQ1423FC	Nov-94	196
General Government	Supply Room	HPLaser 490C	none	none	Unknown	0
General Government	Supply Room	Kodak Slide Projector	1487	Ektagaphic III/154252	Unknown	507.7
General Government	Library	Comprehensive library of California Codes	none	West's Annotated California Codes	unknown	0
Admin Services	Finance Director	Daewoo Television	2939		Nov-94	196

Exhibit A

STAFF REPORT
COUNCIL MEETING DATE
February 10, 2014

ITEM FOR COUNCIL CONSIDERATION

Receive recommendations on the Community Development Block Grant (CDBG) Public Services Grant Applications and allocate program funds for 2014-2015.

Report prepared by:
Shanna R. Farley-Judkins, Assistant Planner
Community Development Department

Shanna R. Farley-Judkins
 Signature

Reviewed by: Jackie Campbell
Community Development Director

Jackie Campbell
 Signature

Dave Durlfänger, City Manager

[Signature]
 Signature

STAFF RECOMMENDATION

Action Item X; Non-Action Item ____

Follow the recommendations of the Community Development Block Grant Committee and allocate funding as follows:

- | | |
|---|---------------|
| 1. Peoples' Self-Help Housing – Housing the Homeless in SB County | \$ 10,252/45% |
| 2. Peoples' Self-Help Housing – After School Youth Education | \$ 10,252/45% |
| 3. Unitarian Society of Santa Barbara – Freedom Warming Centers | \$ 2,278/10% |
| 4. Center for Successful Aging – Senior Homeless Project | \$ 0/ 0% |

Motion: I move to allocate Community Development Block Grant Funding in the amounts recommended by the CDBG Committee.

I. BACKGROUND

Under the 2014-2015 Comprehensive Notice of Funding Availability, the County of Santa Barbara invited applications for funding through the federal Community Development Block Grant (CDBG) program. The funding is made available by the United States Department of Housing and Urban

Development. As a lead agency, the County of Santa Barbara heads up the CDBG Urban County which includes the cities of Santa Maria, Lompoc, Goleta, Buellton, Solvang and Carpinteria.

In November 2006, the County of Santa Barbara received approval of an application for Urban County status to allow participation in the Community Development Block Grant Program. To assist in allocating the grant funds from this program, the Council appointed a three-member committee comprising one City Planning Commissioner and two members of the public who reside in the City. The Committee serves as a review body and each year reviews the submitted applications and makes recommendations to the City Council on grant funding to support the following priorities identified in the Consolidated Plan:

- ☐ **Goal I – Decent, Affordable Housing:** Provide decent, affordable housing for the community's lowest income households, including households with special needs.
- ☐ **Goal II – Suitable Living Environment:** Improve the living environment / quality of life in low-income neighborhoods.
- ☐ **Goal III – Expanded Economic Opportunity:** Create economic opportunities for residents and businesses in low-income areas of the community.

The City's first program year was 2007, when it received an allocation of \$20,335. The allocation grew to a high of \$26,000 in 2009 and has declined each year since the CDBG program has been cut through the federal budget process. Applications to the City are indicative of need, having consistently exceeded funds available. Given the potential modification of the final CDBG allocation, the staff report and committee's recommendation includes both a monetary and percentage allocation as part of the recommended action. The City's historic annual allocation amounts and the Council's history of grant awards is included in Attachment A of this staff report.

II. DISCUSSION

The CDBG Committee met on January 29, 2014. Together, the Committee reviewed and discussed the four applications. Representatives from Peoples' Self-Help Housing provided a summary of their programs and answered questions from the Committee members. The Committee's recommendations are summarized in Table 1 with a discussion of each program. Overall, the Committee felt that keeping people in permanent housing again was the top priority for this year's allocations. The Committee's second priority was addressing youth education programs which contribute to Goal II by improving the quality of life in low-income neighborhoods through education support to local students. As can be seen in Table 1 below, there are more requests for grant awards than funds available. This is an indication that the funds are a needed contribution to services offered in our community. The City's 2014-2015 CDBG estimated allocation is \$22,782. Final allocation will occur later this year, therefore percentages have been provided to allow fluctuations in the final funding amounts.

Peoples' Self-Help Housing Corporation - Housing the Homeless

Peoples' Self-Help Housing's "Housing the Homeless" program seeks to end homelessness and encourage independent living, by working to implement many of the policies outlined in the County of Santa Barbara's Ten-Year Plan to End Chronic Homelessness. The program provides supportive services to ensure that individuals stay in permanent housing. The program includes a director and a case worker who work directly with families at risk of homelessness. Case management may include counseling, budgeting, working with employer insurance programs, job search, medical assistance, school liaisons, and emergency funds for food and household goods.

Additionally, there is collaboration with various other community agencies such as the Rescue Mission, Casa Esperanza and Domestic Violence Solutions.

Target populations benefited by this program are homeless individuals, low income and very low income residents of Peoples' Self-Help Housing's affordable rental complexes in Carpinteria, Isla Vista, Goleta, Guadalupe and Orcutt. In Carpinteria, three families continued to be housed at the Camper Park and are considered chronically homeless due to the type of housing which they occupy. Many of those previously housed at the Camper Park have found permanent housing at Dahlia Court. Currently, Dahlia Court provides 88 units and Chapel Court provides 28 low-income units to local families. Households that remain in housing for more than six months are considered stable. During the first half of the 2013 funding period, the Program has provided case management to seven households and 22 households at risk of homelessness. Through the program, six families were placed in permanent housing and 22 households were prevented from falling into homelessness. Finally, as the Camper Park transitions towards development of the Casa de Las Flores Apartments, four Park households were moved to in permanent housing. In the 2013 funding cycle, the City granted \$5,000 to the Housing the Homeless Program.

The Committee appreciated the need for a regional effort to address the issue of chronic homelessness and recognized that the program provides services directly within the City. The applicant requested \$20,000. The Committee recommended funding of \$10,252 (45% of the CDBG allocation).

Peoples' Self-Help Housing Corporation – Youth Education Enhancement Program

The Youth Education Enhancement Program (YEEP) is a year-round educational program for children from kindergarten to 12th grade that operates at both the Chapel Court and Dahlia Court Apartments complexes. The program provides individualized lesson plans, one-on-one instruction and regular communication between parents and teachers. The objectives of the program are to maintain an average daily attendance, improve students' study habits, survey parents to obtain feedback on the program's success and incorporate volunteers into the program. The programs aim to increase grade levels in math and language arts and improve assessment test scores in math and English. The programs also provide parent educational workshops which reinforce their children's school success and include topics in college preparation, scholarship opportunity, drug and gang prevention and career exploration. Additionally, the programs receive no school district funding for the after-school services which are provided free of charge at the two learning centers, one at Dahlia Court Apartments and one at Chapel Court Apartments. In the 2013 funding cycle, the City granted \$5,000 to the YEEP. By the end of the 2012-2013 school year, 82% of the students improved one grade level and 76% improved STAR testing results. The Program has provided after-school educational assistance to 61 low-income youths since the beginning of the 2013-2014 school year, has provided three parent workshops since June 2013 and plans more in the upcoming months. Workshops include courses on gang prevention, English language and financial planning and management skills.

The Committee expressed strong support for the program, particularly in its ability to directly and efficiently provide services to a large number of low income families in the City and its mission to complement the education that students receive in our local schools. The applicant requested \$20,000. The Committee recommended allocating of \$10,252 (45% of the CDBG allocation).

Unitarian Society of Santa Barbara – Freedom Warming Centers

The Freedom Warming Centers were created in 2009 due to increases in local homeless deaths related to inclement weather. The Unitarian Society of Santa Barbara (USSB) serves as a fiscal

agent for the cross-organizational platform which serves the needs of homeless people in emergency sheltering during inclement weather. The intent of the Freedom Warming Centers is to "relieve suffering and save lives by providing shelter on nights of inclement weather conditions." The Centers are funded by a variety of agencies and groups, including the Santa Barbara Foundation, Housing Authority, Fund for Santa Barbara, City of Goleta, Human Services Commission and various private donors. Many others in the community donate their time to help operate the Centers. The grant would fund professional staff who oversee the centers and would also be used for essential supplies including bed mats and blankets. During calendar year 2013, two Carpinteria warming centers were opened during inclement weather. The first opened at the Carpinteria Community Church in January 2013 and the second operated at the Veteran's Memorial Building in December 2013. Along with operation of local warming centers, USSB also operates at many facilities in Santa Barbara, Goleta, Isla Vista and Santa Maria. As a whole, the program provided 48 nights of activated centers during inclement weather last winter. This provided sheltering for 4,184 guests. Along with providing shelter, many of the facilities provide food and services to meet the basic needs of the participants. The warming shelters bridge the gap between the limited number of shelter beds in the County and the higher need during the most hazardous weather periods.

The committee expressed support for the Freedom Warming Centers project and appreciated that the program has been active in Carpinteria. The Committee found that the USSB core values aligned with the goals of the CDBG Consolidated Plan in that they provide safe housing for those in most need. The applicant requested \$5,000. As a new application, the City has not funded the program in the past. The Committee recommended allocating \$2,278 (10% of the CDBG allocation).

Center for Successful Aging – Senior Housing Project

The Center for Successful Aging (CSA), in partnership with Willbridge of Santa Barbara, proposes to place eligible seniors in a permanent managed housing situation thereby reducing or preventing homelessness in the senior population. The Senior Housing project would lease two homes, providing at least 15 senior participants with permanent assisted housing. Although the specific location of these homes has yet to be determined, the applicants expect to locate properties in the Carpinteria, Santa Barbara or Goleta region. In addition to providing housing, the program would provide "wrap around" services including case management, community referrals, conflict resolution and peer counseling. The Center for Successful Aging has identified at least 80 seniors in the region who might qualify for the program. Willbridge currently provides sheltering and assistance for homeless, and those dealing with substance abuse and mental illness. Of those served by Willbridge in the past eight years, 62% of their 310 clients have transitioned into independent or assisted living situations and are no longer considered homeless.

As with the other applications which included services to prevent and reduce homelessness, the committee supported the concept of such efforts proposed by CSA. Although in support of such efforts and future development of similar facilities in Carpinteria, the committee was concerned that the regional span may not have a direct impact in Carpinteria. Additionally, due to the early stages of the project proposal and Carpinteria specific benefits not yet identified, the Committee was hesitant to recommend funding at this time. Based on the review of the application and consideration of other service requests, the Committee recommended that the Senior Housing Project program not receive CDBG funding during this grant period given the limited funds available and the priorities established by the Committee.

Table 1
2014 Grant Recommendations

Applicant	Proposed Program	Amount Requested	Amount / % Recommended
Peoples' Self-Help Housing	Housing the Homeless	\$20,000	\$10,252 / 45%
Peoples' Self-Help Housing	Youth Education Enhancement Program for Low-Income Youth (YEEP)	\$20,000	\$10,252 / 45%
Unitarian Society of Santa Barbara	Freedom Warming Centers	\$5,000	\$2,278 / 10%
Center for Successful Aging	Senior Homeless Project	\$7,000	\$0 / 0%

III. FINANCIAL CONSIDERATIONS

The City's CDBG funds are intended to be used to support improved community facilities and services which support affordable housing, suitable living environments and expanded economic opportunities. The amount of money the City receives is determined by HUD through a statutory formula, which uses several objective measures of community needs including the extent of poverty, population, housing overcrowding and age of housing.

IV. LEGAL ISSUES

HUD has approved the Urban County as a long-term CDBG-eligible program. Therefore, the City can expect to continue to receive funds through the CDBG program into the future.

V. ALTERNATIVES

The Council could choose to modify the Committee's recommendation and disburse the funds differently.

The Council could choose to award the grants as recommended by the Committee as well as supplement those awards with general fund money as has been done on a limited exceptional basis in past years.

The Council could also choose to fund only some of the requests and defer the remainder of the funding until next year's allocation cycle. However, the City cannot stockpile the money indefinitely under this program and would eventually have to allocate the funds or they would be lost.

VI. ATTACHMENTS

A. Prior Grant Awards – 2007 to 2013

B. 2014 - 2015 Community Development Block Grant Public Service Applications

B-1: Peoples' Self-Help Housing – Housing the Homeless

B-2: Peoples' Self-Help Housing – Youth Education Enhancement Program
for Low-Income Youth (YEPP)

B-3: Unitarian Society of Santa Barbara – Freedom Warming Center

B-4: Center for Successful Aging – Senior Homeless Project

Attachment A

Prior Grant Awards – 2007 to 2013

**City Council Allocations for CDBG
2007-2013**

2013

Friendship Adult Day Care Center, Inc. – Adult Day Care Program	\$3,636 ¹
Girls, Inc. of Carpinteria Academic Coordinator for Low Income Students	\$5,000
Peoples' Self-Help Housing Corp - Housing the Homeless	\$5,000
Peoples' Self-Help Housing – Youth Education Enhancement Program	\$5,000
United Way of Santa Barbara County – Fun in the Sun	\$0

2012

Friendship Adult Day Care Center, Inc. – Adult Day Care Program	\$4,500
Girls, Inc. of Carpinteria – Academic Coordinator for Low Income Students	\$4,000
Peoples' Self-Help Housing Corp - Housing the Homeless	\$4,500
Peoples' Self-Help Housing – Youth Education Enhancement Program	\$4,000
United Boys & Girls Club of Santa Barbara County – Carpinteria Club	\$4,000

2011

Bringing Our Community Home - Homeless Inmate Discharge Program	\$1,500
Peoples' Self-Help Housing Corp - Housing the Homeless	\$8,000
Peoples' Self-Help Housing – Youth Education Enhancement Program	\$6,404.50
United Boys & Girls Club of Santa Barbara County – Carpinteria Club	\$6,404.50

2010

City of Santa Barbara - Rental Housing Mediation Task Force	\$8,000
Peoples' Self-Help Housing – Youth Education Enhancement Program	\$7,500
Peoples' Self-Help Housing – Housing the Homeless	\$8,000
Bringing our Community Home–Homeless Inmate Jail Discharge Program	\$1,500

2009

City of Santa Barbara, Rental Housing Mediation Task Force	\$7,500
Boys and Girls Club, Carpinteria Clubhouse Daycare Program	\$6,000
Peoples Self Help Housing, Youth Education Enhancement Program	\$7,500
Peoples Self Help Housing – Housing the Homeless	\$5,000

2008

Peoples' Self-Help Housing – Youth Education Enhancement Program	\$5,000
City of Santa Barbara, Rental Housing Mediation Task Force	\$7,500
Peoples' Self-Help Housing – Housing the Homeless	\$2,071
Boys and Girls Club – Carpinteria Clubhouse Daycare Program	\$5,000

2007

Peoples' Self-Help Housing – Education Enhancement Program	\$4,000
Peoples' Self-Help Housing – Supportive Housing Program	\$4,000
City of Santa Barbara, Rental Housing Mediation Task Force	\$10,000
Casa Esperanza – Bringing Our Community Home	\$2,335

¹ Funds were not accepted by the FADDCC due to an inability to meet reporting requirements. These funds will be reallocated during the 2014-2014 funding cycle.

Attachment B

2014 - 2015 Community Development Block Grant Public Service Applications

Attachment B-1

Peoples' Self-Help Housing Housing the Homeless in SB County

2014 - 2015 Community Development Block Grant Public Service Applications



Community Services Department

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County of Santa Barbara
Community Services Department
2014-15 CDBG Public Services Application
1/10/2014 deadline

Peoples' Self-Help Housing Housing the Homeless in SB County

Peoples' Self-Help Housing

26 E. Victoria Street
Santa Barbara, CA 93101
United States

Tel: (805) 699-7227
Fax: (805) 962-8152
Web: www.pshhc.org
EIN: 95-2750154
DUNS: 096414412

Project Contact

Rochelle Rose
rocheller@pshhc.org
Tel: 805-699-7227

\$10,000 Requested

Submitted: 1/10/2014 3:19:00 PM (Pacific)

Additional Contacts

none entered

President/CEO

Jeanette Duncan
jeanetted@pshhc.org

Application Questions

1 Total Requested Program Funding by Jurisdiction

Check all that apply by indicating amounts only, no '\$' necessary. Minimum \$10,000 grant request for Santa Barbara County. Upload support letters from applicable cities in Document tab

	Santa Barbara County
20000	Carpinteria
	Svang
	Buellton
20000	TOTAL:

2 Are you also applying for program funding through any of the listed jurisdictions' NOFAs?

Check all that apply by indicating amounts only, no '\$' necessary.

	Goleta
	Lompoc
	Santa Maria
10000	City of Santa Barbara

3 APPLICANT INFORMATION: Name of staff person who attended mandatory training

Rochelle Rose

4 APPLICANT INFORMATION: Proposed Project Service Area. If clients qualify due to being located in a low- moderate-income geographical area please upload a map of the program location (in Documents tab) and list the qualifying census tracts below.

Instructions template in documents tab for locating census tracts

City of Carpinteria. All of our households are certified low income in our housing complexes. Peoples' operates 115 units of affordable housing with over 500 residents in Carpinteria at Chapel Court Apartments and Dahlia Court Apartments. We are phasing out of the Camper Park.

5 APPLICANT INFORMATION: Agency Mission Statement

To develop affordable housing and programs leading to self-sufficiency for low income families, seniors and other special needs groups on California's Central Coast.

6 APPLICANT INFORMATION: Years of operation

indicate the number of years next to each

43	Agency
8	Program

7 APPLICANT INFORMATION: For applicants not funded by the County in the prior year. Is the proposed service new or is it a continuing program with an increased service level

select N/A if Not Applicable

- ☐ New Project
- ☒ Continuing project with increased level of service
- ☐ N/A

8 APPLICANT INFORMATION: Is your agency a 501(c)(3) Non-Profit?

If yes, upload the organization's IRS designation letter, By-Laws, and Articles of Incorporation under the Documents tab

- ☐ No
- ☒ Yes

9 APPLICANT INFORMATION: Is your agency a Faith-Based Organization?

i.e., congregations; national denomination networks (ex: Catholic Charities, Lutheran Social Services), and networks of related organizations (such as YMCA and YWCA); and freestanding religious organizations, which are incorporated separately.

- ☒ No
- ☐ Yes

10 APPLICANT INFORMATION: Please describe all of your Agency's programs, services, and expertise in the provision of public services

43 years ago, PSHH was founded by a group of volunteers concerned about the lack of housing for the poor and the effects of poverty on their lives. From a \$2,000 loan in 1970 from a local church to help to build a few sweat equity houses, Peoples' has grown to be the largest non-profit affordable housing developer on the Central Coast.

Peoples' Self-Help Housing has adapted to the changing housing and human services needs in our communities and has developed 1,520 affordable residential apartments for low-income households, the elderly, and special needs groups. In addition, we have given over 1,200 low income households the opportunity to build and own their first home. In Santa Barbara County, we have 2,200 low income resident adults and children living at our properties. Another 1,700 residents live in our San Luis Obispo and Ventura County properties. Approximately, 85% of the low income adults and children that we serve are Hispanic.

Current Programs and Constituency we serve.

Our mission is "to provide affordable housing and programs leading to self-sufficiency for low-income families, seniors, and other special needs group on California's Central Coast." In addition to providing much needed affordable housing, we offer free supportive social services, youth education and health programs, financial education, counseling, and case management to our tenants. PSHH has expanded its programs to serve particularly under-served groups such as fragile seniors, the mentally and physically disabled, veterans, and the formerly homeless—people that literally have nowhere else to go. In addition, in 2012 we permanently housed 42 formerly homeless individuals in our properties.

11 PROGRAM INFORMATION: Project Type

Select the activity that best describes your agencies proposed program area

- ☒ Operating Costs for Homeless/AIDS Programs
- ☐ Senior Services
- ☐ Handicapped Services
- ☐ Legal Services
- ☐ Youth Services
- ☐ Transportation Services
- ☐ Substance Abuse Services
- ☐ Services for Battered and Abused Spouses
- ☐ Employment Training
- ☐ Crime Awareness or Neighborhood Cleanups
- ☐ Fair Housing Activities
- ☐ Tenant/Landlord/Housing Counseling
- ☐ Child Care Services
- ☐ Health Services or Food Banks
- ☐ Services for Abused and Neglected Children
- ☐ Mental Health Services
- ☐ Health Screening for Lead-Based Paint/Lead Hazards
- ☐ Subsistence Payments
- ☐ Homeownership Assistance
- ☐ Rental Housing Subsidies or Security Deposits

12 PROGRAM INFORMATION: Number of persons, including all members of the households as applicable by Area Median Income (AMI) percentage

expected to be served during the grant fiscal year July 1, 2014 - June 30, 2015

10 Persons: 0 - 30% AMI

20 Persons: 31 - 50% AMI

5 Persons: 51 - 80% AMI

Persons 81% > AMI

35 TOTAL

13 PROGRAM INFORMATION: Program Service Address(es) if different than Agency Address, and Census Tract

1300 Dahlia Court, 1305 Dahlia Court (Census tract 16.01 26.2% low income) and 681 Ash Avenue, Carpinteria (Census tract 16.02 56.5% low income).

14 PROGRAM INFORMATION: Program Description

Describe the EXACT program to be funded, list the type of activities that will occur, indicating exactly how the CDBG funds will be used and how other Agency revenue sources funds will support the project. Please provide the geographic service area.

Peoples' provides supportive services to ensure that homeless individuals stay housed and are successful in their transition from homelessness to stable, independent lives. The requested funding will provide salary for a case worker to provide these much needed services in Carpinteria.

PSHH owns and manages 14 low-income rental complexes throughout Santa Barbara County,

Peoples' is uniquely positioned to directly offer permanent, affordable housing in its apartments to the formerly homeless and to provide effective transition with a case management plan by its professional support services team. The transition to permanent housing is made successful because of the services of our social workers who work with each homeless resident until they are stable.

In working with the homeless or at-risk households, we have found that there are several challenges. Access to needed services can be limited by client low income/wages and seasonal employment (agricultural and tourism), lack of transportation, government agencies budget cuts, and client adjustment to frequent staff changes in social services departments, as well as client physical and mental disabilities. We have found that the key to success in keeping at-risk populations housed is our service delivery model: provided on-site and by a consistent staff person who is clinically trained and familiar with community resources. The 24/7 availability of our social workers also ensures that residents get immediate help if they are in crisis.

The Dahlia Court 2 addition in 2013 provided 33 new units of affordable housing in Carpinteria and provided some relief in housing low income and homeless households in Carpinteria. However, social worker hours need to be supported to provide for the additional 150 extremely low income and disabled individuals who have moved in and are still transitioning in the new housing.

The struggle to provide housing that is affordable to low income workers, frail seniors, and the formerly homeless continues. In light of a weak economy, continued unemployment at over 10%, tight rental market with 2% vacancy rate, and a lack of housing units on the south coast.

15 PROGRAM INFORMATION: Describe the unmet need to be addressed

Decent, affordable housing and supportive services for low income families, the disabled, and the homeless in Carpinteria

16 PROGRAM INFORMATION: How are clients referred to the program

By churches, city of Carpinteria, County of Santa Barbara social services, housing authorities, homeless shelters, domestic violence shelters, interior bus signs, and non profit agencies.

17 PROGRAM INFORMATION: If serving low- moderate-income clientele: How is client income eligibility determined and documented?

Client income eligibility is determined by intake forms and housing application which are documented by pay stubs, bank records, past two years of income tax returns, and proof of any other type of income, such as social security, etc. Our client files are reviewed by property manager, case worker, and compliance officers.

Resident data is collected during a comprehensive intake assessment upon referral to the program by the social worker and the property manager. This data is inputted into a Microsoft Access database, which is used to collect, organize, and analyze data, including income, age, ethnicity, client/social worker appointments, case notes, referrals, etc. This program integrates with the property management's IT system, YARDI.

18 PROGRAM INFORMATION: Is your agency serving the following populations whom are considered presumed beneficiaries by HUD.

*Select if your organizations program serves one or more of the following populations exclusively. Note: *the definition of severely disabled adults is provided in the Program Summary under Requirements.*

- ☒ abused children
- ☒ battered spouses
- ☒ elderly persons
- ☒ *severely disabled adults
- ☒ homeless persons
- ☒ illiterate adults
- ☒ persons living with AIDS
- ☒ migrant farm workers
- ☐ N/A

19 PROGRAM INFORMATION: Does your organization request information on whether program participants are one or more of the following races
check each race to confirm your organization request (i.e. application) has the HUD approved races correctly listed

- ☒ White

- ☒ Black or African American
- ☒ American Indian or Alaskan Native
- ☒ Asian
- ☒ Native Hawaiian or Other Pacific Islander
- ☒ American Indian or Alaskan Native and White
- ☒ Asian and White
- ☒ Black or African American and White
- ☒ American Indian or Alaskan Native and Black or African American
- ☒ Other

20 PROGRAM INFORMATION: Does your organization request information on whether program participants are of Hispanic ethnicity

- ☐ No
- ☒ Yes

21 PROGRAM INFORMATION: What is the quantifiable outcome of the funding provided

(i.e. # of meals, classes, people served, case management sessions, utility payments, etc.)

5 homeless are transitioned to permanent affordable housing. 32 households at risk of homelessness remain stabilized in their housing due to case management services. 30 households are prevented from falling into homelessness.

22 PROGRAM INFORMATION: What method is used to collect beneficiary data

i.e. intake forms, surveys, reports, census data

Housing application forms, social worker intake forms, social worker reports and notes, residency records, YARDI records, case worker confidential computer program records.

23 PROGRAM INFORMATION: The Agency's goals/objectives that support the program

The target population that we intend to serve is the homeless, disabled, and low-income households living in Carpinteria. 85% of our intended clients are Latino.

Our goal is to provide permanent housing and supportive services for homeless persons at our two Carpinteria properties at Dahlia Court and Chapel Court, as well as at other Peoples' housing sites, such as the Victoria Hotel in Santa Barbara (28 units) and the El Patio Hotel (42 units) in Ventura. The services of our case workers ensure a stable and successful transition from homelessness.

Our goal is also to serve low-income households who are at risk of losing their housing due to unemployment, layoff or reduced work hours. Social workers assist households with developing a budget, temporary rental assistance, link to community resources, emergency food, medical and mental health problems, move in kits and furniture, and flexible rent plans.

GOAL STATEMENT:

Provide case management to 5 homeless households.

Provide case management to 32 households at risk of becoming homeless.

Prevention of 30 households falling into homelessness.

24 PROGRAM INFORMATION: Please provide a minimum of three performance targets and expected outcomes

THIS YEAR'S GOAL STATEMENT:

5 homeless individuals are provided permanent affordable housing by Peoples.

Provide case management to 32 households at risk of becoming homeless.

Prevention of 30 households falling into homelessness.

Peoples' success is measured in stable households living in safe, clean housing that they can afford. Our supportive housing programs develop life skills that help residents succeed in life. Household financial resources are available for education, nutritious food, and proper healthcare when not all expended on housing costs. We recognize that a decent and affordable place to call home is the basis for a healthy family and stable communities. We believe that success is to provide opportunities for educational and economic advancement for our resident adults and children.

25 CAPACITY: Describe your Agency's experience and capabilities in assisting clients and meeting goals and objectives.

PSHH social workers are extremely knowledgeable in community resources available for referral to our clients. After a household is referred to the Supportive Housing Program, the social worker completes an assessment of the family/situation and determines what the appropriate referrals would be. Depending on the situation, referrals are made to the Department of Alcohol and Drug to provide alcohol/substance abuse treatment or mental health services; the Housing Authority of the County of Santa Barbara to secure rental subsidy; Department of Social Services for benefits (general relief, food stamps, etc.) or in cases of suspected child/elder/dependent persons abuse; and the Public Health Department for medical treatment.

Dahlia Court II community building has clinical offices where a social worker is housed and medical services can be provided on site. In addition, free after school education is provided in the Dahlia Court 2 Learning Center. Property managers also coordinate with the Food Bank for low cost food for residents as well as healthy snacks for the students.

26 CAPACITY: Staffing - Describe existing and planned staff positions (full-time and part-time/paid and unpaid) dedicated in whole or in part to the proposed program.

Include the name, title, experience and qualifications, and roles and responsibilities for all staff persons that will be funded by this CDBG award.

Jennifer Strube, M.S., M.A. is the Peoples' social worker for Carpinteria (FT and funded by this CDBG program). She assists in helping individuals and family households transition from homelessness to permanent affordable housing and to prevent homelessness in our 115 Carpinteria households. Strube graduated from Wheaton College, Illinois and holds a Master's in Clinical Psychology from The Chicago School of Professional Psychology. Previously she worked for UCSB's Upward Bound program, SB Council on Alcoholism and Drug Abuse, and the New York City Department of Education.

Ms. Strube is supervised by Rick Gulino, LCSW (not funded by this program). Mr. Gulino has five years experience managing HUD and CDBG human service programs. He supervises a staff of seven case workers in three counties. He holds a Masters in Social Work from California State University, Long Beach and a B.S. degree in Social/Psychology from the University of Massachusetts. His background includes managing a school-based treatment program for troubled youth, working at a rehabilitation facility for those with psycho-social disturbances, and as an outreach worker for the homeless and the mentally ill.

PSHH social workers have master's degrees and either possess or are working toward LCSW or LMFT licensure. Three full-time staff members cover the County of Santa Barbara; all are bilingual English/Spanish speakers.

27 CAPACITY: Collaboration - Are there other social service organizations that provide the same service as your organization? If so, please explain how your Agency will address a different or unmet need or service population

Peoples' addresses a different unmet need than other agencies in Carpinteria because we are the only affordable housing provider in the City of Carpinteria. No other agency is meeting that need. No other agency is housing the homeless in Carpinteria that we are aware of. There is no Housing Authority in Carpinteria.

In addition to government agencies, social workers link families to other community resources to provide support. Such agencies include: Catholic Charities, Food Bank, and Unity Shoppe for food; CALM and Family Service Agency for family counseling; Transition House for rental assistance through the Homeless Prevention and Rapid Rehousing Program (HPRP); Legal Aid; and Council on Alcoholism and Drug Abuse. Such linkages are often critical in getting the appropriate support for a family in need, which ultimately results in the ability to remain stably housed. Peoples' also coordinates with local churches who provide transport for the donated food, gift cards for shoes, holiday gifts, move-in kits for formerly homeless households, and furniture and household supplies for new residents. The churches include Carpinteria Community Church, All Saints by the Sea Episcopal, Montecito Covenant, Our Lady of Mt. Carmel, and St. Joseph's.

28 CAPACITY: CDBG funds are provided on a cost-reimbursement basis. Does your agency have sufficient cash reserves to pay for program costs as they are incurred

yes

29 FINANCIAL: Does your Agency comply with Generally Accepted Accounting Principles?

☐ No
☒ Yes

30 FINANCIAL: Does your Agency comply with OMB Circular A-87 (Government) or A-122 (Non-Profits) as applicable to the website link provided below?

http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/affordablehousing/training/web/crosscutting/administrative/uarintro

☐ No
☒ Yes

31 FINANCIAL: What is your Agency's fiscal year period?

July 1

32 FINANCIAL: Does your Agency have any outstanding litigation or other legal issues?

If so, please explain. Otherwise type N/A in the answer box.

N/A

33 FINANCIAL: Are there any outstanding financial audit findings which remain unresolved?

☒ No
☐ Yes

34 FINANCIAL: Does your Agency have a personnel policy manual with an affirmative action plan and a grievance procedure

☐ No
☒ Yes

35 FINANCIAL: Does the requirement of OMB Circulars A-133, A-128, and A-110 to submit a fiscal year "Federal Single Audit" apply to your Agency?

In accordance with OMB Circulars A-133, A-128, and A-110 the federal government requires the preparation of a fiscal year "Federal Single Audit" of organizations that expend a cumulative amount of \$500,000 or more of Federal assistance in a year.

☐ No
☒ Yes

36 ADDITIONAL INFORMATION: Please provide any additional information in the space below that you would like to be considered for this proposal.

Peoples' Self-Help Housing operating budget for 7/1/12 to 6/30/13 is \$8,388,469. The largest expense is \$3,794,529 for personnel costs which enable us to provide programs and fulfill our mission. PSHH has commitments for ongoing funds from the federal government (HUD, DOL, USDA), State and local governments, and private foundations. We use MAS90 as our corporate accounting system. We issue checks weekly. Audits are as required for federal grants (OMB A-110, A-122, A-133).

Our grants management is facilitated by Development Director Rochelle Rose CFRE who has over 20 years experience in managing grants, including CDBG, federal, and state grants. Monica de Malleville is PSHH Controller with over 20 years of experience in accounting and in managing CDBG grants. Fiscal procedures are guided by our Accounting Policies Manual and are audited under OMB-133 annually. Our audits have received unqualified reports every year. Our records are designed to properly account for expenditures for each grant, and to meet all regulatory requirements. Due to our accounting knowledge and systems, we have been able to provide accounting training to other nonprofits.

37 INSURANCE: In the spaces below, provide the expiration date next to each instrument. Note: Not applicable to governmental entities

Upload the following documents in the Documents tab of your application

3/1/14 General Liability
 3/1/14 Auto or statement of not applicable
 4/1/14 Workers Compensation
 3/1/14 Separate endorsement document listing the County of Santa Barbara as additionally insured

38 INSURANCE: Does the organization agree to upload updated insurance immediately upon expiration?

☐ No
☒ Yes

Documents

Documents Requested *

Agency Certification
[download template](#)

W-9
[download template](#)

Form 990
[download template](#)

Articles of Incorporation and By-Laws

Federal Tax Exemption letter

Organizational Chart

Most Recent Audited Financial Statements

Conflict of Interest Statement. Identify any member, officer, or employee of your agency who is an officer or employee of Santa Barbara Co, or a member of its Boards, Commissions, or Committees or has any interest which could affect the action taken.

Blank client intake form with signature block for intake staff/supervisor

Resumes of project team

Budget
[download template](#)

Letters of funding support from applicable cities

Applicants qualifying under "Area Benefit" see instructions on how to determine low income service areas and identify census tracts
[download template](#)

Upload map of project location and service area(s)

Insurance: Upload General Liability, Auto, Workers Compensation, Endorsement County as additional insured

Required?

Attached Documents *

[PSHH Agency Certification](#)

[W-9 Form PSHH](#)

[990 PSHH](#)

[PSHH Articles of Incorporation AND Bylaws](#)

[PSHH fed tax letter](#)

[PSHH Org Chart 2013](#)

[Audit PSHH](#)

[Conflict of Interest Statement PSHH](#)

[Intake form PSHH](#)

[SHP staff bios](#)

[Budget SHP CDBG 14-15](#)

[Census Info CDBG grant Carpinteria](#)

[Map of service area CDBG](#)

[Insurance PSHH 2013-14](#)

* ZoomGrants™ is not responsible for the content of uploaded documents.

Application ID: 25759

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Attachment B-2

Peoples' Self-Help Housing After School Youth Education for Low Income Students

2014 - 2015 Community Development Block Grant Public Service Applications



Community Services Department

Powered by ZoomGrants™

County of Santa Barbara
Community Services Department
2014-15 CDBG Public Services Application
1/10/2014 deadline

Peoples' Self-Help Housing After School Youth Education for Low Income Students

Peoples' Self-Help Housing

26 E. Victoria Street
Santa Barbara, CA 93101
United States

Tel: (805) 699-7227
Fax: (805) 962-8152
Web: www.pshhc.org
EIN: 95-2750154
DUNS: 096414412

Project Contact

Rochelle Rose
rocheller@pshhc.org
Tel: 805-699-7227

\$10,000 Requested

Submitted: 1/10/2014 3:29:04 PM (Pacific)

Additional Contacts *none entered*

President/CEO

Jeanette Duncan
jeanetted@pshhc.org

Application Questions

1 Total Requested Program Funding by Jurisdiction

Check all that apply by indicating amounts only, no '\$' necessary. Minimum \$10,000 grant request for Santa Barbara County. Upload support letters from applicable cities in Document tab

☐ Santa Barbara County
☐ 20,000 Carpinteria
☐ Solvang
☐ Buellton
☐ TOTAL:

2 Are you also applying for program funding through any of the listed jurisdictions' NOFAs?

Check all that apply by indicating amounts only, no '\$' necessary.

☐ Goleta
☐ Lompoc
☐ 10,000 Santa Maria
☐ 10,000 City of Santa Barbara

3 APPLICANT INFORMATION: Name of staff person who attended mandatory training

Rochelle Rose

4 APPLICANT INFORMATION: Proposed Project Service Area. If clients qualify due to being located in a low- moderate-income geographical area please upload a map of the program location (in Documents tab) and list the qualifying census tracts below.

Instructions template in documents tab for locating census tracts

Peoples operates two low income housing apartments complexes in Carpinteria: Chapel Court, 681 Ash Street, located in 16.02 census tract at 56.5% low income, and Dahlia Court, 1300 Dahlia Court, located in 16.01 census tract at 26.2% low income.

However, ALL the clients we serve are low income because that is the reason they qualify to live in our affordable housing.

5 APPLICANT INFORMATION: Agency Mission Statement

To develop affordable housing and programs leading to self-sufficiency for low-income families, seniors, and other special needs groups on California's Central Coast.

6 APPLICANT INFORMATION: Years of operation

indicate the number of years next to each

☐ 43 Agency
☐ 8 Program

7 APPLICANT INFORMATION: For applicants not funded by the County in the prior year. Is the proposed service new or is it a continuing program with an increased service level

select N/A if Not Applicable

- ☐ New Project
- ☒ Continuing project with increased level of service
- ☐ N/A

8 APPLICANT INFORMATION: Is your agency a 501(c)(3) Non-Profit?

If yes, upload the organization's IRS designation letter, By-Laws, and Articles of Incorporation under the Documents tab

- ☐ No
- ☒ Yes

9 APPLICANT INFORMATION: Is your agency a Faith-Based Organization?

i.e.; congregations; national denomination networks (ex: Catholic Charities, Lutheran Social Services), and networks of related organizations (such as YMCA and YWCA); and freestanding religious organizations, which are incorporated separately.

- ☒ No
- ☐ Yes

10 APPLICANT INFORMATION: Please describe all of your Agency's programs, services, and expertise in the provision of public services

43 years ago, PSHH was founded by a group of volunteers concerned about the lack of housing for the poor and the effects of poverty on their lives. From a \$2,000 loan in 1970 from a local church to help to build a few sweat equity houses, Peoples' has grown to be the largest non-profit affordable housing developer on the Central Coast.

Peoples' Self-Help Housing has adapted to the changing housing and human services needs in our communities and has developed 1,520 affordable residential apartments for low-income households, the elderly, veterans, the disabled, and special needs groups. In addition, we have given over 1,200 low income households the opportunity to build and own their first home. In Santa Barbara County, we have 2,200 low income resident adults and children living at our properties. Another 1,700 residents live in our San Luis Obispo and Ventura County properties. Approximately, 85% of the low income adults and children that we serve are Hispanic.

Our mission is "to provide affordable housing and programs leading to self-sufficiency for low-income families, seniors, and other special needs group on California's Central Coast." In addition to providing much needed affordable housing, we offer free supportive social services, youth education and health programs, financial education, foreclosure prevention, first time home buyer education, counseling, and case management to our tenants, neighbors, and community. PSHH has expanded its programs to serve particularly under-served groups such as fragile seniors, the mentally and physically disabled, veterans, and the formerly homeless—people that literally have nowhere else to go. In addition, in 2012 we permanently housed 42 formerly homeless individuals in our properties.

Peoples' has four decades of providing public services in the affordable housing arena that is heavily audited and monitored. Our experienced staff and executive director is highly skilled in providing human services that are reported to and monitored by federal, state, and local government entities, as well as private foundations and corporate foundation.

11 PROGRAM INFORMATION: Project Type

Select the activity that best describes your agencies proposed program area

- ☐ Operating Costs for Homeless/AIDS Programs
- ☐ Senior Services
- ☐ Handicapped Services
- ☐ Legal Services
- ☒ Youth Services
- ☐ Transportation Services
- ☐ Substance Abuse Services
- ☐ Services for Battered and Abused Spouses
- ☐ Employment Training
- ☐ Crime Awareness or Neighborhood Cleanups
- ☐ Fair Housing Activities
- ☐ Tenant/Landlord/Housing Counseling
- ☐ Child Care Services
- ☐ Health Services or Food Banks
- ☐ Services for Abused and Neglected Children
- ☐ Mental Health Services
- ☐ Health Screening for Lead-Based Paint/Lead Hazards
- ☐ Subsistence Payments

Homeownership Assistance

Rental Housing Subsidies or Security Deposits

12 PROGRAM INFORMATION: Number of persons, including all members of the households as applicable by Area Median Income (AMI) percentage expected to be served during the grant fiscal year July 1, 2014 - June 30, 2015

50 Persons: 0 - 30% AMI

45 Persons: 31 - 50% AMI

15 Persons: 51 - 80% AMI

Persons 81% > AMI

110 TOTAL

13 PROGRAM INFORMATION: Program Service Address(es) if different than Agency Address, and Census Tract

Peoples operates two low income housing apartments complexes with Youth Learning Centers in Carpinteria: Chapel Court, 681 Ash Street and Dahlia Court, 1300 Dahlia Court.

the Youth Education Enhancement Program (YEEP) operates during the school year:
Monday-Friday 2:30-5:30 and for extended hours during short school days and holidays.
Summer months (10 weeks):
Noon-4pm.

Students are supplied 800 hours of educational assistance per year. With the a \$10,000 CDBG grant that totals a \$133 investment in a Carpinteria low-income student for 50 weeks a year of program.

Parent involvement totals at least 70 hours a year.

14 PROGRAM INFORMATION: Program Description

Describe the EXACT program to be funded, list the type of activities that will occur; indicating exactly how the CDBG funds will be used and how other Agency revenue sources funds will support the project. Please provide the geographic service area.

Grant funds will be used to pay for the personnel costs of the educators at Dahlia Court and Chapel Court Learning Centers which can serve 75 K-8 children with after school education at the affordable housing sites where they live. In 2013 Dahlia Court expanded with the addition of 33 new families with children. In addition, we anticipate that at least 35 parents will participate in educational parent workshops, on topics such as college scholarship and application, gang prevention, and drug/alcohol abuse prevention.

Our program creates an effective team of after-school and summer educators/classroom teachers/parents/volunteers that motivate the student to complete daily homework, improve grades, stay at grade level, and graduate on time. Children receive one-on-one instruction which may not be available in crowded classrooms. YEEP also offers unique enrichment activities in the arts, science, cultural arts, social studies, nutrition, and physical education that reinforces school curriculum.

Our YEEP educators also meet with parents and teachers throughout the school year to assess each student, create individualized curriculum to address the child's academic needs, complete homework daily, and increase literacy/language arts/math competencies. We motivate and train parents to become advocates for their child's academic success. The educator can attend teacher conferences with the parents. YEEP tracts report card grades and annual State test results to monitor progress.

PSHH receives no school district funding for this program and provides it free to low income resident and neighboring children at our two Learning Centers in Carpinteria at Dahlia Court and Chapel Court in Carpinteria.

Our free youth education program is also supported by contributions by the property itself, special event income, foundation grants (like Venoco, Crawford, etc.), and direct mail donations.

15 PROGRAM INFORMATION: Describe the unmet need to be addressed

Low income minority youth ages 5-12 need for extra academic academic, reading, and math skill building to bridge the achievement gap in order to perform at grade level. Achieving reading by third grade predicts successful high school graduation.

16 PROGRAM INFORMATION: How are clients referred to the program

By their parent, classroom teacher, property manager, church, social worker.

17 PROGRAM INFORMATION: If serving low- moderate-income clientele: How is client income eligibility determined and documented?

The mission statement of the YEEP program is "to use after-school programs as a means to close the achievement gap by providing children with opportunities to develop skills and competency in a learning environment that values children, the love of learning, and achievement." The goal of Peoples' Youth Education Enhancement Program is to raise math and language arts grades by one point, i.e. 'C' to 'B' over the course of the school year, complete daily homework, provide educational enhancement activities that align to the school day, and to promote high school graduation and preparation for higher education.

Income eligibility is determined upon the family qualifying for affordable housing which is based on an income statement which is documented by two years of tax returns, bank records, credit and background checks, pay stubs, etc. Eligibility is re certified annually and is monitored by our two compliance officers. Each family and each student has a hard copy file with documentation.

Evaluation methods include tracking each student's report card grades and annual STAR state test results in math and language arts, as well as the English language proficiency score provided by the school district. Grades are reviewed by our educator 2-3 times per year and the STAR test results are reviewed annually when released by the State. Educator evaluate student homework on an ongoing basis.

In addition, Peoples' issues a "Parent Survey" (in English and Spanish) at the end of each school year to obtain feedback from parents on their satisfaction with the YEEP program and any suggestions for improvement. At Parent Workshops on college & scholarship preparation or gang/drug abuse prevention, pre- and post-tests are conducted to measure learning, such as signs of gang involvement, education/career ideas that they may not have know before, etc.

18 PROGRAM INFORMATION: Is your agency serving the following populations whom are considered presumed beneficiaries by HUD.

Select if your organizations program serves one or more of the following populations exclusively. Note: *the definition of severely disabled adults is provided in the Program Summary under Requirements.

- ☐ abused children
- ☐ battered spouses
- ☐ elderly persons
- ☐ *severely disabled adults
- ☐ homeless persons
- ☐ illiterate adults
- ☐ persons living with AIDS
- ☐ migrant farm workers
- ☒ N/A

19 PROGRAM INFORMATION: Does your organization request information on whether program participants are one or more of the following races
check each race to confirm your organization request (i.e. application) has the HUD approved races correctly listed

- ☒ White
- ☒ Black or African American
- ☒ American Indian or Alaskan Native
- ☒ Asian
- ☒ Native Hawaiian or Other Pacific Islander
- ☒ American Indian or Alaskan Native and White
- ☒ Asian and White
- ☒ Black or African American and White
- ☒ American Indian or Alaskan Native and Black or African American
- ☒ Other

20 PROGRAM INFORMATION: Does your organization request information on whether program participants are of Hispanic ethnicity

- ☐ No
- ☒ Yes

21 PROGRAM INFORMATION: What is the quantifiable outcome of the funding provided

(i.e. # of meals, classes, people served, case management sessions, utility payments, etc.)

75% of 75 students will increase by one grade level in language arts or math by school year end. 75% of enrolled students will improve their State test scores. 35 parents will participate in at least 2 hours of educational workshop to increase skills.

22 PROGRAM INFORMATION: What method is used to collect beneficiary data

i.e. intake forms, surveys, reports, census data

The ethnicity, race, and income data on each resident (including their children) is collected upon start of residency and is updated annually with verification. Income is verified by pay stubs, tax returns, bank records, etc. The information is maintained in our Yardi database system. In the YEEP program, each parent fills out a registration form completed by the parent or guardian. School grades and State test results are provided by the parent in order to monitor student progress and report on goals. Parents also fill out a YEEP registration form that collects data.

23 PROGRAM INFORMATION: The Agency's goals/objectives that support the program

The population that we intend to serve is 75 youth K-8 from 115 low income households living in Carpinteria. 90% of our students are Latino with monolingual Spanish speaking parents. Our goal is also for 35 parents to participate in training and workshop to improve skills to support their child's academic achievement.

We will serve the low income parents and students living at Dahlia Court and Chapel Court (100% farm worker). Youth living in Peoples' low income housing often come from families who speak Spanish at home. Parents are unable to help their children with homework or required school projects because they don't read or write English and may have low educational levels themselves. In addition, our students do not have computers or internet access at home, which is provided at the YEEP Learning Centers (8 computers). More and more, computers are needed for printing out homework assignments, accessing homework from the school, and doing research for school projects.

The Chapel Court Learning Center operates out of a leased trailer on the north side of Chapel Court adjacent to Alisos Elementary School; about 25 farm worker children attend this Center.

The Dahlia Court Learning Center operates in the Community Room behind the office. operates in a new state-of-the-art classroom with computer room for our youth education program. Camper Park children are welcome to attend either Carpinteria YEEP center. The Dahlia Center can serve 50 students.

24 PROGRAM INFORMATION: Please provide a minimum of three performance targets and expected outcomes

75% of 75 students will improve by one grade level, i.e. "C" to a "B", in math or language arts during the course of a school year.

75% of 75 students will improve annual State test results in math or English over a period of 12 months.

35 parents will attend two hours of educational workshop during the course of a year that is held on site and hosted by YEOP on topic area that will reinforce their child's school success. Topics include college preparation & scholarship opportunities, drug abuse and gang prevention, and career exploration.

25 CAPACITY: Describe your Agency's experience and capabilities in assisting clients and meeting goals and objectives.

Our grants management is facilitated by Development Director Rochelle Rose CFRE who has over 20 years experience in managing grants, including CDBG, federal, and state grants. PSHH Controller Monica de Malleville is PSHH Controller with over 20 years of experience in accounting and in managing CDBG grants. Fiscal procedures are guided by our Accounting Policies Manual and are audited under OMB-133 annually. Our audits have received unqualified reports every year. Our records are designed to properly account for expenditures for each grant, and to meet all regulatory requirements. Due to our accounting knowledge and systems, we have been able to provide accounting training to other nonprofits.

Peoples' has been operating the youth education program at its Carpinteria affordable housing sites for eight years. In total we provide after school education for 250 students daily at YEOP centers in Lompoc, Guadalupe, Santa Maria, and Paso Robles as well as Carpinteria. We have an integrated, comprehensive program that requires daily student log-in/log-out attendance sheets, monthly progress reports, weekly program schedules, petty cash and Food Bank invoice management, daily snack that follows State nutritional standards, centralized purchasing for supplies, consistent CPR and First Aid certifications, as well as twice-weekly professional development opportunities for all educators.

All of our after school educators hold college degrees and have teaching and tutoring experience. Half of our YEOP staff are credentialed teachers/ All are fingerprinted and have Dept. of Justice background clearances.

26 CAPACITY: Staffing - Describe existing and planned staff positions (full-time and part-time/paid and unpaid) dedicated in whole or in part to the proposed program.

Include the name, title, experience and qualifications, and roles and responsibilities for all staff persons that will be funded by this CDBG award.

Svetlana Gizulina has worked at the Educator at Chapel Court for over three years. She holds a degree in language arts from Ekaterinburg Pedagogical University in Russia. She also earned a teacher's permit from SBCC in Early Childhood Education. She is a talented musician and was a music teacher St. John of Damascus Academy. A dedicated teacher in Peoples' YEOP community, Svetlana also is a choir and music director at a local church.

Lisa Thomas is the educator at Dahlia Court. She earned a BA degree in Dance from UCSB and also a Master's in clinical psychology from Antioch University. She has worked as dance program direction at SB Dance Alliance and as a youth social worker at the YMCA.

The Youth Education program manager is Kristen Teppelt MSW. Tippet graduated from Columbia University with a Master's degree in Social Work. She provided case management and counseling services to the chronically homeless and to foster children in New York City, while attending Columbia. She earned a bachelor's degree in sociology from Texas Christian University in Fort Worth. She also studied abroad at the University of Auckland, New Zealand.

27 CAPACITY: Collaboration - Are there other social service organizations that provide the same service as your organization? If so, please explain how your Agency will address a different or unmet need or service population

The Youth Education Enhancement Program links to other community resources to provide support. Such agencies include: Food Bank for healthy daily snack; CALM and Family Service Agency for family counseling; Bellas Artes for bi-monthly cultural and art programs, UCSB Arts & Lectures for free musical and dance presentations, Cate School for weekly science education program volunteers, Citrix Online for volunteer work days. Peoples' also coordinates with local churches who provide transport for the donated food, gift cards for shoes, holiday gifts, and year round volunteers. The churches include Carpinteria Community Church, All Saints by the Sea Episcopal, Montecito Covenant, Our Lady of Mt. Carmel, and St. Joseph's Catholic Church.

Boys & Girls Clubs and Girls Inc. also provide after school youth education however sometimes there is a fee charged which our low income parents say they can't afford. Transportation is also a barrier as Peoples' households may not have auto transportation to pick up their children at those programs. Our parents also work one or two jobs with hours that may conflict with pick up times. Farmworker, orchard, nursery, hotel, and restaurant workers often have to work during the 5-6p.m. pick up time as those hours are required during harvest times and busy tourist seasons. YEOP students can walk, bus, or bike ride home to where YEOP operates on site, thus parents feel their student are safe to walk home to their apartment.

28 CAPACITY: CDBG funds are provided on a cost-reimbursement basis. Does your agency have sufficient cash reserves to pay for program costs as they are incurred

yes

29 FINANCIAL: Does your Agency comply with Generally Accepted Accounting Principles?

☐ No

☒ Yes

30 FINANCIAL: Does your Agency comply with OMB Circular A-87 (Government) or A-122 (Non-Profits) as applicable to the website link provided below?

http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/affordablehousing/training/web/crosscutting/administrative/uarintro

☐ No

☒ Yes

31 FINANCIAL: What is your Agency's fiscal year period?

July 1

32 FINANCIAL: Does your Agency have any outstanding litigation or other legal issues?

If so, please explain. Otherwise type N/A in the answer box.

NO

33 FINANCIAL: Are there any outstanding financial audit findings which remain unresolved?

☒ No
☐ Yes

34 FINANCIAL: Does your Agency have a personnel policy manual with an affirmative action plan and a grievance procedure

☐ No
☒ Yes

35 FINANCIAL: Does the requirement of OMB Circulars A-133, A-128, and A-110 to submit a fiscal year "Federal Single Audit" apply to your Agency?
In accordance with OMB Circulars A-133, A-128, and A-110 the federal government requires the preparation of a fiscal year "Federal Single Audit" of organizations that expend a cumulative amount of \$500,000 or more of Federal assistance in a year.

☐ No
☒ Yes

36 ADDITIONAL INFORMATION: Please provide any additional information in the space below that you would like to be considered for this proposal.

Research has shown that if a child cannot read by the third grade, they are unlikely to graduate from high school and will have difficulty succeeding later in life. Peoples' has provided a free after school education and homework assistance program to our low-income residents in Carpinteria since 2005 to address this challenge.

Children are not kept behind in school, repeating school years, and graduate from high school on time, thus costly repeat school years don't occur. Having successful, engaged students in Carpinteria ultimately lowers the costs for the City, County, criminal justice system, and school district by preventing outcomes such as drop-outs, juvenile delinquency, gang affiliation, crime, incarceration, and petty theft, as well as lowering the need for graffiti clean-up, probation, and teen pregnancy services. Youth who have graduated from high school and college ultimately make more income over their lifetimes and enjoy better quality of life, health, and citizenship.

YEEP addresses an unmet community need by providing one-on-one and small group literacy and homework assistance to children of low-income monolingual Spanish speaking parents. With local school budget cuts, fewer teachers and remedial programs, and class sizes of 30 or more, children who have trouble in reading and math require additional, individual and intensive support or they will fall behind in school and are unlikely will catch up.

Research published in 2007 by the University of California, Irvine documented that students who regularly attend quality after school programs, not only demonstrate significant academic gains and work habits but also have significant reductions in misconduct and substance abuse, both precursors and characteristics of gang involvement. This nationwide study focused on economically disadvantaged minority youth, many who were children of immigrants, which is a similar population to that at our Carpinteria housing complexes. The RAND Corporation also published a study of after school programs and found that low-income families were unlikely to attend after school programs unless transportation was removed as a barrier. By offering the program where the children live, we are removing that barrier. Parents also become involved and support the program.

Our educators and volunteers help students complete their school work daily. Many parents work one or two jobs and cannot deliver or take their children to other programs in Carpinteria. Some of our parents depend on bicycle or the public bus system, thus cannot deliver their children to other after-school programs. Children who walk or take the school bus home after school, can then just walk to the YEEP Learning Center at the apartment complex where they live. Parents feel that their children are safe and near home. There are no overhead, transportation barriers, or transportation costs for our program. YEEP has a strong track record of improving student grades and test scores.

37 INSURANCE: In the spaces below, provide the expiration date next to each instrument. Note: Not applicable to governmental entities

Upload the following documents in the Documents tab of your application

3/1/14 General Liability

3/1/14 Auto or statement of not applicable

4/1/14 Workers Compensation

3/1/14 Separate endorsement document listing the County of Santa Barbara as additionally insured

38 INSURANCE: Does the organization agree to upload updated insurance immediately upon expiration?

☐ No
☒ Yes

Documents

Documents Requested *

Agency Certification
[download template](#)

W-9
[download template](#)

Form 990
[download template](#)

Articles of Incorporation and By-Laws

Federal Tax Exemption letter

Organizational Chart

Required? Attached Documents *

☒ [PSHH Agency Certification](#)

☒ [W-9 PSHH](#)

☒ [PSHH 990](#)

☒ [Articles of Incorporation PSHH](#)

☒ [IRS Fed TAX ID Ltr](#)

☒ [Org Chart PSHH](#)

Most Recent Audited Financial Statements



[Audit PSHH](#)

Conflict of Interest Statement. Identify any member, officer, or employee of your agency who is an officer or employee of Santa Barbara Co, or a member of its Boards, Commissions, or Committees or has any interest which could affect the action taken.



[Conflict of Interest Statement PSHH](#)

Blank client intake form with signature block for intake staff/supervisor



[Intake form PSHH](#)

Resumes of project team



[PSHH Resumes youth educators](#)

Budget
[download template](#)



[Budget YEPP CDBG 14-15](#)

Letters of funding support from applicable cities



Applicants qualifying under "Area Benefit" see instructions on how to determine low income service areas and identify census tracts
[download template](#)



[CDBG census tract info](#)

Upload map of project location and service area(s)



[Map of service CDBG](#)

Insurance: Upload General Liability, Auto, Workers Compensation, Endorsement County as additional insured



[Certif of Insurance PSHH](#)

* ZoomGrants™ is not responsible for the content of uploaded documents.

Application ID: 25976

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Attachment B-3

Unitarian Society of Santa Barbara
Freedom Warming Centers

2014 - 2015 Community Development Block Grant Public Service Applications



Community Services Department

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County of Santa Barbara
Community Services Department
2014-15 CDBG Public Services Application
1/10/2014 deadline

Unitarian Society of Santa Barbara (Fiscal Umbrella) **Freedom Warming Centers**

Unitarian Society of Santa Barbara (Fiscal Umbrella)
1535 Santa Barbara St.
Santa Barbara, CA 93101
United States

Tel: (805) 965-4583 x225
Fax: (805) 965-6273
Web: www.ussb.org
EIN: 95-1890767
DUNS: 170942965

Project Contact
Erin Wilson
director@ussb.org
Tel: 805 965 4583 x225

Additional Contacts
maria.wong@cox.net

Director of Administration
Erin Wilson
director@ussb.org

\$25,000 Requested

Submitted: 1/8/2014 10:58:46 AM (Pacific)

Application Questions

1 Total Requested Program Funding by Jurisdiction

Check all that apply by indicating amounts only, no '\$' necessary. Minimum \$10,000 grant request for Santa Barbara County. Upload support letters from applicable cities in Document tab

20,000 Santa Barbara County
5,000 Carpinteria
Solvang
Buellton
TOTAL:

2 Are you also applying for program funding through any of the listed jurisdictions' NOFAs?

Check all that apply by indicating amounts only, no '\$' necessary.

5,000 Goleta
Lompoc
Santa Maria
20,000 City of Santa Barbara

3 APPLICANT INFORMATION: Name of staff person who attended mandatory training

Maria Long

4 APPLICANT INFORMATION: Proposed Project Service Area. If clients qualify due to being located in a low- moderate-income geographical area please upload a map of the program location (in Documents tab) and list the qualifying census tracts below.

Instructions template in documents tab for locating census tracts

Fifteen different service sites across Santa Barbara County in the cities of Carpinteria, Santa Barbara, Isla Vista, Goleta, Lompoc and Santa Maria are home to the Freedom Warming Centers.

Unsheltered and at-risk homeless individuals throughout the county are eligible guests of the Centers which area activated on winter nights of extreme weather conditions in each of the listed service areas.

Please see attached service map.

5 APPLICANT INFORMATION: Agency Mission Statement

1.1 Mission

Unitarian Society of Santa Barbara, a loving community of seekers:

Living with integrity

Nurturing wonder

Inspiring action

1.2 Values

Our actions embody:

Community

Courage

Love
Diversity
Generosity
Joy

1.3 Moral Ownership

The owners of the USSB are all those who would make their journey our journey.

This ownership is larger than our congregation including those who act in alignment with our values and mission and see USSB as a source of positive change in the world.

The mission of Freedom Warming Centers is to relieve suffering and save lives for our neighbors without homes by providing shelter on nights of inclement weather conditions.

The Freedom Warming Centers were created in 2009 due to an increase in homeless deaths on the city streets of Santa Barbara. One of the deaths was a wheelchair bound Vietnam veteran named Freedom Bradshaw, Freedom was well known to the downtown community and was a warm colorful character; the centers continue to operate in his name.

The Unitarian Society of Santa Barbara, on behalf of the many Santa Barbara County faith communities and volunteers, serves as fiscal agent to provide a platform for cross-sector organizing to serve homeless and unsheltered individuals in Santa Barbara County emergency shelter on nights of inclement weather to reduce suffering and death from hypothermia.

6 APPLICANT INFORMATION: Years of operation

indicate the number of years next to each

129 Agency

6 Program

7 APPLICANT INFORMATION: For applicants not funded by the County in the prior year. Is the proposed service new or is it a continuing program with an increased service level

select N/A if Not Applicable

☐

New Project

☒

Continuing project with increased level of service

☐

N/A

8 APPLICANT INFORMATION: Is your agency a 501(c)(3) Non-Profit?

If yes, upload the organization's IRS designation letter, By-Laws, and Articles of Incorporation under the Documents tab

☐

No

☒

Yes

9 APPLICANT INFORMATION: Is your agency a Faith-Based Organization?

i.e.; congregations; national denomination networks (ex: Catholic Charities, Lutheran Social Services), and networks of related organizations (such as YMCA and YWCA); and freestanding religious organizations, which are incorporated separately.

☐

No

☒

Yes

10 APPLICANT INFORMATION: Please describe all of your Agency's programs, services, and expertise in the provision of public services

The Unitarian Society of Santa Barbara, (USSB) a Unitarian Universalist congregation, was established in 1885. USSB is a religious non-profit organization that has a long and proud history of developing and supporting cross sector collaborations that improve the lives of those in our communities, county and region. The USSB is a moral voice for equity and justice and in welcoming and inclusive of all religious and sexual orientations.

A few examples of community collaborations include:

Collaborative and supporting partner with SB City College of the Starr King Parent Child Workshop.

Founding collaborative interfaith partner of SB Transition House.

Founding site for the SB Middle School.

Founding site for the SB Charter Middle School.

Founding site for AHA!

Founding offices for CALM of Santa Barbara.

Founding site for SB Children's Choir.

Recognition from the City of Santa Barbara for Affordable Housing Tour Project.

Founding collaborative site for the Freedom Warming Centers.

The USSB is a congregation of 520 adult members and 100 children and youth. The congregation offers Sunday morning worship services and Sunday morning faith development classes for children and youth. Mid-week activities include adult faith development classes, public forums, film nights, affinity groups, and choral programming.

The USSB is also proud to provide space for numerous local non-profits to host forums and meetings. Examples include:

Foodbank of Santa Barbara County

Fund for Santa Barbara

CLUE (Clergy and Laity United for Economic Justice)

Pacific Pride of Santa Barbara

Sierra Club

League of Women Voters

11 PROGRAM INFORMATION: Project Type

Select the activity that best describes your agencies proposed program area

- ☒ Operating Costs for Homeless/AIDS Programs
- ☐ Senior Services
- ☐ Handicapped Services
- ☐ Legal Services
- ☐ Youth Services
- ☐ Transportation Services
- ☐ Substance Abuse Services
- ☐ Services for Battered and Abused Spouses
- ☐ Employment Training
- ☐ Crime Awareness or Neighborhood Cleanups
- ☐ Fair Housing Activities
- ☐ Tenant/Landlord/Housing Counseling
- ☐ Child Care Services
- ☐ Health Services or Food Banks
- ☐ Services for Abused and Neglected Children
- ☐ Mental Health Services
- ☐ Health Screening for Lead-Based Paint/Lead Hazards
- ☐ Subsistence Payments
- ☐ Homeownership Assistance
- ☐ Rental Housing Subsidies or Security Deposits

12 PROGRAM INFORMATION: Number of persons, including all members of the households as applicable by Area Median Income (AMI) percentage expected to be served during the grant fiscal year July 1, 2014 - June 30, 2015

5175 Persons: 0 - 30% AMI
 Persons: 31 - 50% AMI
 Persons: 51 - 80% AMI
 Persons 81% > AMI
 5175 TOTAL

13 PROGRAM INFORMATION: Program Service Address(es) if different than Agency Address, and Census Tract

Unitarian Society of SB - 1535 Santa Barbara St., Santa Barbara, CA 93101
 First Presbyterian - 21 East Constance Avenue Santa Barbara, CA 93105
 Trinity Episcopal Church - 1500 State St., Santa Barbara, CA 93101
 First United Methodist - 305 E. Anapamu St., Santa Barbara, CA 93101
 First Congregational 2101 State St, Santa Barbara, CA 93105
 Carpinteria Community Church 1111 Vallecito Road Carpinteria, CA 93013
 SB Korean United Methodist Church 892 Embarcadero del Sur, Isla Vista, CA 93117
 St. Michaels 6586 Picasso Rd. Isla Vista, CA 93117
 Christ Lutheran Church 6595 Covington Way, Goleta, CA 93117
 Good Samaritan Shelter 401 W Morrison Ave # B Santa Maria, CA 93458
 Bridgehouse 2025 Sweeney Rd, Lompoc, CA 93436
 Veteran's Memorial Center 941 Walnut Ave, Carpinteria, CA 93013
 Presidio Springs Community Center 721 Laguna St., Santa Barbara, CA
 Newlove Community Center 800 S. College Dr., Santa Maria, California 93454.

14 PROGRAM INFORMATION: Program Description

Describe the EXACT program to be funded, list the type of activities that will occur; indicating exactly how the CDBG funds will be used and how other Agency revenue sources funds will support the project. Please provide the geographic service area.

Last winter season in 48 nights of activation the Warming Centers provided shelter to 4184 guests. Funding is needed primarily for the program staff who are deployed when the Warming Centers are activated across the county. Depending on the guest participation staff is added with the possibility the overflow site being activated will when churches reach capacity. Once activated staff creates a safe warm shelter for guests to sleep, congregations provide hospitality teams for nourishment and our new volunteer provides basic necessities, such as hygiene items, warm clothing clean socks, coats and rain ponchos. Doctors Without Walls provides medical treatment at each activation. Other funders include the Santa Barbara Foundation, The Housing Authority, The Fund for Santa Barbara, the City of Goleta, Human Services Commission and private donations.

The Warming Centers provide emergency shelter, safety and warmth for unsheltered homeless individuals and families who have no alternative sleeping options or

are shelter resistant in severe weather conditions. Santa Barbara, Goleta, Carpinteria, Lompoc and Santa Maria have a significant gap in the number of available homeless shelter beds. There are an estimated 1466 homeless and 280 available beds. Warming Centers make up the necessary gap when existing shelter beds have reached capacity or guest cannot thrive in regular shelter environment. We operate from 6:00pm until 6:00am for as long as dangerous weather conditions exist between November 15th and March 31st. Congregations in Goleta, Isla Vista, Santa Maria, Lompoc, Carpinteria and Santa Barbara offer free space for the centers for overnight shelter. Grant funds are utilized for paid professional staff to oversee center activation and essential supplies such as mats and blankets.

15 PROGRAM INFORMATION: Describe the unmet need to be addressed

There are approximately 1,466 chronically homeless individuals and only 280 shelter beds. The Warming Centers fill the unmet need when the shelters are full or for guests that cannot thrive in the regular shelter system.

16 PROGRAM INFORMATION: How are clients referred to the program

Guests are referred via large email network that includes: Utilizing Nixle, all local media, Office of Emergency Services, hospitals, sheriff, police, service providers, activists, Social media, homeless advocates, outreach workers, staff and public.

17 PROGRAM INFORMATION: If serving low- moderate-income clientele: How is client income eligibility determined and documented?

Warming Center guests are the poorest of the poor, whose income is non-existent or so low that they find themselves unsheltered and homeless. Eligibility is made through self report and staff observation.

Documentation of guests is done nightly at check via a paper form in at each activation and disseminated electronically to the FWC Director in the evening if we reach capacity or in the morning after each activation. The data is quantified within 24 hours giving an accurate point in time count as to the numbers unsheltered living on each unique cities streets.

18 PROGRAM INFORMATION: Is your agency serving the following populations whom are considered presumed beneficiaries by HUD.

Select if your organizations program serves one or more of the following populations exclusively. Note: *the definition of severely disabled adults is provided in the Program Summary under Requirements.

- ☐ abused children
- ☒ battered spouses
- ☒ elderly persons
- ☒ *severely disabled adults
- ☒ homeless persons
- ☒ illiterate adults
- ☒ persons living with AIDS
- ☐ migrant farm workers
- ☐ N/A

19 PROGRAM INFORMATION: Does your organization request information on whether program participants are one or more of the following races
check each race to confirm your organization request (i.e. application) has the HUD approved races correctly listed

- ☒ White
- ☒ Black or African American
- ☒ American Indian or Alaskan Native
- ☒ Asian
- ☐ Native Hawaiian or Other Pacific Islander
- ☒ American Indian or Alaskan Native and White
- ☐ Asian and White
- ☐ Black or African American and White
- ☐ American Indian or Alaskan Native and Black or African American
- ☒ Other

20 PROGRAM INFORMATION: Does your organization request information on whether program participants are of Hispanic ethnicity

- ☐ No
- ☒ Yes

21 PROGRAM INFORMATION: What is the quantifiable outcome of the funding provided

(i.e. # of meals, classes, people served, case management sessions, utility payments, etc.)

2014-2015 Warming Center Season 3 quantifiable outcomes: 1. Partner with 15 congregations & agencies to provide sites for activations. 2. Provide total 5750 beds county wide (115 beds estimated 50 nights) 3. 90% of beds utilized (115 x 50 x .90=5175)

22 PROGRAM INFORMATION: What method is used to collect beneficiary data

i.e. intake forms, surveys, reports, census data

Nightly, we collect data from each guest at check in through paper form relying on guest self report measures. The intake form collects, name, gender age, ethnicity, mental health, physical disability, veterans and any medical condition needing immediate attention. The Warming Shelters have the ability to immediately track and react to any public health trends or threats. The data collected helps guide us in better serving our guests health and the public health of the community. Data is sent after

each activation to the County Director who keeps a point in time count so we know how many people are served during the season. Frequent guests that have medical issues garner special attention from our staff. Since our mission is to relieve suffering and save lives we work closely with emergency services and Cottage Hospital. This data also guides us in enhancing services. i.e. some sites need extra outreach or transportation to a Warming Center. Some may require additional staffing if an overflow site needs to be activated once a church reaches capacity.

23 PROGRAM INFORMATION: The Agency's goals/objectives that support the program

The FWC program helps fulfill the USSB goals of caring for one another, promoting peace, justice & understanding. There is no more basic care than one human being can provide for another than shelter & protection from the elements, warmth, & a safe place to sleep for the night. Through demonstration of simple humanity, we preserve human dignity, reduce suffering & save lives. By providing shelter, warmth & safety, homeless individuals are stabilized. They then have an opportunity to explore the various services & assistance available to them to secure housing, remain off the streets & maintain better health.

The FWC program also fulfills the USSB goals of building cross-sector collaborations to address our city and regions most pressing social and human issues. The program is building powerful connections between faith communities, other non-profit organizations, public agencies and private foundations and donors.

24 PROGRAM INFORMATION: Please provide a minimum of three performance targets and expected outcomes

Between Nov, 15th 2014 - March 31st, 2015 the Warming Centers will serve the homeless county wide by achieving the following goals:

We will partner with 15 congregations & agencies to provide sites for activations including an overflow site when some churches reach capacity.

We intend to provide total 5750 beds county wide (115 beds estimated 50 nights)

Ideally 90% of these beds will be utilized (115 x 50 x .90=5175)

We will continue to add collaborative partners our first being the Santa Barbara Mental Wellness Center in January 2014.

25 CAPACITY: Describe your Agency's experience and capabilities in assisting clients and meeting goals and objectives.

As fiscal agent, the USSB has supported the FWC center program for 5 years. This program has developed significantly from a grass roots volunteer effort in 2009 into a seasonal program that served over 4,100 guests county-wide last year. Organizational goals for numbers of participating collaborative partners and beds offered have been met and exceeded every year.

The Freedom Warming Center Program has a staff of seasoned professionals who have also worked within other shelter systems or social services. 80% of staff have experienced homelessness, most are working toward degrees in Mental Health or a Drug and Alcohol Certificate. A mandatory 6 hour training is facilitated by Warming Center Director and Director of Operations, this includes mental health training from a LCSW from Doctors Without Walls and Officer Hove from Restorative Policing. Currently, lead staff will be certified in January 2014 with a certificate in Mental Health First Aide courtesy of the Santa Barbara Mental Wellness Center.

26 CAPACITY: Staffing - Describe existing and planned staff positions (full-time and part-time/paid and unpaid) dedicated in whole or in part to the proposed program.

Include the name, title, experience and qualifications, and roles and responsibilities for all staff persons that will be funded by this CDBG award.

Staff includes two Director Positions, five lead staff and ten site staff for a total of 17 in South County and nine in North County.

Executive Leadership, these two roles are salaried positions beginning Sept 15 ending April 15.

Maria Long, Director, MA in Clinical psychology, executive non-profit leadership management for 15 years. Her role is to secure congregations, manage volunteers, secure collaborative partners, manage staff, budget, grants, track weather conditions, activate the centers, collect and analyze data, hire staff annually, attend public policy meetings, generate public awareness. Supervise all county sites and nurture donor relationships.

Edgar Wesson, Director of Operations, significant experience in the field through Casa Esperanza and Willbridge. His primary duty is to manage scheduling of staff and logistics, manages inventory and supplies, supervises set up and break down each emergency site and making sure the site is left in immaculate condition.

Corrine Chubb, is a volunteer intern focusing on supporting administrative functions and social media outreach.

Part-time on call paid staff begin when the Warming Center Season is activated Nov 15th through March 31.

Site leads Ben Stein, Denise Lagerman, Larry Jewell, Mike Morse and Ophelia Cervantes. Each has more responsibility at each activation. 80% have worked with the homeless for many years in various capacities from site staff at Sarah house, Phoenix House, Casa Esperanza, several are working on drug and alcohol certificates. Their primary responsibilities are to make sure operation of each activation run smoothly and safely. Additionally, they are responsible for tracking data of each guest and making sure reports are done timely and accurately. They interact with each of the congregations hospitality teams making sure they have all they need and feel safe. Site leads also make sure the congregations or city buildings are delivered back in better condition when they found it.

Site staff: Elizabeth White, James Skor, Kelly Large, Melanie Moorwood, Micky DeSilva, Nick Quintero, Paul Teel, Samantha Evans, Caleb Brown, Gileber Coutouzis, Lezy Blakely, Dave Hopkins, Tina Aragon primary roles are to make sure guests are safe and cared for. They primarily make sure they are comfortable, safe, have nourishment and provided with any services that might be available that night. i.e. Doctors without Walls, Mental Health, First Aide, necessary clothing items when available. Additionally, they make sure the all congregational volunteers feel welcome, safe and appreciated.

27 CAPACITY: Collaboration - Are there other social service organizations that provide the same service as your organization? If so, please explain how your Agency will address a different or unmet need or service population

FWC is unique as we are the only organization that serves the unsheltered homeless in emergency weather conditions in non traditional shelter setting across Santa Barbara County. The 2013 Point in time count indicated that 1,466 people are homeless and of those 886 are considered vulnerable. Many of these vulnerable individuals seek our services because they cannot thrive within the regular shelter system due to severe mental illness or are chronic substance abusers. Recently, changes to Casa Esperanza's no substance abuse policy make it difficult for a chronic substance abuser to gain shelter thus exposing them to hypothermia, because of this change many more individuals may need our services.

We are fortunate in that we collaborate formally with 13 congregations and three city sites (Carpenter Veterans Memorial, The Santa Barbara Housing Authority Presidio Springs and Santa Maria Newlove Center).

This year we partnered with the office of Emergency Services and Nixie who alert the public at each activation. Other partners include Doctors Without Walls, The Foodbank, Direct Relief, Common Ground, C3H, Transition House, Rescue Mission, Casa Esperanza and the Santa Barbara Mental Wellness Center. We also garner significant media support from Radio Stations Klite, KTYD, KTMS and News-Press Radio, The Independent, Mission and State, KEYT, KSBY and Noozhawk.

28 CAPACITY: CDBG funds are provided on a cost-reimbursement basis. Does your agency have sufficient cash reserves to pay for program costs as they are incurred

Yes

29 FINANCIAL: Does your Agency comply with Generally Accepted Accounting Principles?

☐ No

☒ Yes

30 FINANCIAL: Does your Agency comply with OMB Circular A-87 (Government) or A-122 (Non-Profits) as applicable to the website link provided below?

http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/affordablehousing/training/web/crosscutting/administrative/uarintro

☐ No
☒ Yes

31 FINANCIAL: What is your Agency's fiscal year period?

July 1 to June 30

32 FINANCIAL: Does your Agency have any outstanding litigation or other legal issues?

If so, please explain. Otherwise type N/A in the answer box.

No

33 FINANCIAL: Are there any outstanding financial audit findings which remain unresolved?

☒ No
☐ Yes

34 FINANCIAL: Does your Agency have a personnel policy manual with an affirmative action plan and a grievance procedure

☐ No
☒ Yes

35 FINANCIAL: Does the requirement of OMB Circulars A-133, A-128, and A-110 to submit a fiscal year "Federal Single Audit" apply to your Agency?

In accordance with OMB Circulars A-133, A-128, and A-110 the federal government requires the preparation of a fiscal year "Federal Single Audit" of organizations that expend a cumulative amount of \$500,000 or more of Federal assistance in a year.

☒ No
☐ Yes

36 ADDITIONAL INFORMATION: Please provide any additional information in the space below that you would like to be considered for this proposal.

Last year in 48 nights we provided 4184 shelter beds across the County. The Warming Centers are the only program of its kind in the County of Santa Barbara that focuses entirely on providing emergency shelter and safety to the chronically homeless without expectation of rehabilitation or reform in a non-shelter facility. Prior to 2010-2011 Warming Centers had not been successfully attempted because of the unique challenges in staffing and administering a program that was not year round. The unique collaborations between 13 congregations and three city buildings, other non-profit agencies, medical teams, local media and hundreds of volunteers make the Freedom Warming Centers sadly successful and unique. We are the last option for the unsheltered homeless on night of dangerous weather conditions. We relieve suffering and save lives.

37 INSURANCE: In the spaces below, provide the expiration date next to each instrument. Note: Not applicable to governmental entities

Upload the following documents in the Documents tab of your application

04/30/2014 General Liability
04/30/2014 Auto or statement of not applicable
06/30/2014 Workers Compensation
4/30/2014 Separate endorsement document listing the County of Santa Barbara as additionally insured

38 INSURANCE: Does the organization agree to upload updated insurance immediately upon expiration?

☐ No
☒ Yes

Documents

Documents Requested *

Agency Certification
[download template](#)

W-9
[download template](#)

Form 990
[download template](#)

Articles of Incorporation and By-Laws

Federal Tax Exemption letter

Required? Attached Documents *

☒ [Unitarian Society of SB Agency Certification](#)

☒ [Unitarian Society of SB W-9](#)

☒ [Unitarian Society of SB Form 990 Letter](#)

☒ [Unitarian Society of Santa Barbara Articles of Incorporation and Bylaws](#)

☒ [Unitarian Society of SB Fed Tax Exempt Letter](#)

Organizational Chart		Unitarian Society of SB Organizational Chart
Most Recent Audited Financial Statements		Unitarian Society SB 2013-06-30 Financial Statements
Conflict of Interest Statement. Identify any member, officer, or employee of your agency who is an officer or employee of Santa Barbara Co, or a member of its Boards, Commissions, or Committees or has any interest which could affect the action taken.		Unitarian Society of SB Conflict of Interest
Blank client intake form with signature block for intake staff/supervisor		Freedom Warming Center Client Intake Form
Resumes of project team		Freedom Warming Center Project Team Resumes
Budget download template		Freedom Warming Center Budget 2014-2015
Letters of funding support from applicable cities		
Applicants qualifying under "Area Benefit" see instructions on how to determine low income service areas and identify census tracts download template		
Upload map of project location and service area(s)		Warming Shelters Map of Project Location and Service Area
Insurance: Upload General Liability, Auto, Workers Compensation, Endorsement County as additional insured		Warming Shelters Additional Insured

* ZoomGrants™ is not responsible for the content of uploaded documents.

Application ID: 25379

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Attachment B-4

Center for Successful Aging Senior Homeless Project

2014 - 2015 Community Development Block Grant Public Service Applications



Community Services Department

Powered by ZoomGrants™

County of Santa Barbara
Community Services Department
2014-15 CDBG Public Services Application
1/10/2014 deadline

Center for Successful Aging Senior Homeless Project

Center for Successful Aging
1528 Chapala St. Suite 205
Santa Barbara, CA 93101
United States

Tel: (805) 963-8080
Fax: (888) 347-0150
Web: www.csasb.org
EIN: 80-0422344
DUNS:

Project Contact
Gary Linker
garylunker@cox.net
Tel: 805-969-7084

\$52,000 Requested

Submitted: 12/30/2013 4:32:34 PM (Pacific)

Additional Contacts
none entered

Executive Director
Gary Linker, Ph.D.
garylunker@cox.net

Application Questions

1 Total Requested Program Funding by Jurisdiction

Check all that apply by indicating amounts only, no '\$' necessary. Minimum \$10,000 grant request for Santa Barbara County. Upload support letters from applicable cities in Document tab

45,000	Santa Barbara County
7,000	Carpinteria
	Solvang
	Buellton
	TOTAL:

2 Are you also applying for program funding through any of the listed jurisdictions' NOFAs?

Check all that apply by indicating amounts only, no '\$' necessary.

00	Goleta
	Lompoc
	Santa Maria
	City of Santa Barbara

3 APPLICANT INFORMATION: Name of staff person who attended mandatory training

Gary Linker

4 APPLICANT INFORMATION: Proposed Project Service Area. If clients qualify due to being located in a low- moderate-income geographical area please upload a map of the program location (in Documents tab) and list the qualifying census tracts below.

Instructions template in documents tab for locating census tracts

The seniors who will be served by this project reside on the south coast between Carpinteria and Goleta. They are individuals who are living on the streets or have temporary housing in homeless shelters or warming centers. Some are individuals who will be completing treatment programs at the local shelters or substance abuse programs.

5 APPLICANT INFORMATION: Agency Mission Statement

The Center for Successful Aging is the lead agency. Its mission is to promote the physical, spiritual, mental and emotional health of seniors and their families in the greater Santa Barbara area.

Its partner agency in this venture is Willbridge of Santa Barbara which is dedicated to providing transitional housing and support in helping homeless individuals achieve self sufficiency.

6 APPLICANT INFORMATION: Years of operation

indicate the number of years next to each

25	Agency
3 months	Program

7 APPLICANT INFORMATION: For applicants not funded by the County in the prior year. Is the proposed service new or is it a continuing program with an increased service level

select N/A if Not Applicable

- ☒ New Project
- ☐ Continuing project with increased level of service
- ☐ N/A

8 APPLICANT INFORMATION: Is your agency a 501(c)(3) Non-Profit?

If yes, upload the organization's IRS designation letter, By-Laws, and Articles of Incorporation under the Documents tab

- ☐ No
- ☒ Yes

9 APPLICANT INFORMATION: Is your agency a Faith-Based Organization?

i.e.; congregations; national denomination networks (ex: Catholic Charities, Lutheran Social Services), and networks of related organizations (such as YMCA and YWCA); and freestanding religious organizations, which are incorporated separately.

- ☒ No
- ☐ Yes

10 APPLICANT INFORMATION: Please describe all of your Agency's programs, services, and expertise in the provision of public services

The Center for Successful Aging has provided a peer counseling support program to seniors for the past 25 years. Its cadre of 32 volunteer counselors meet with seniors in need providing low cost one on one support as well as 12 groups for seniors at various locations in Santa Barbara. Nearly 80% of its 195 current clients are low income. It also offers a telephone call service where seniors who are homebound receive a call each morning to insure their safety and well being. Finally, the Center offers the only newspaper geared for seniors called "Successful Aging."

WillBridge provides a continuum of care to homeless, mentally ill adults. WillBridge provides four primary services to the Santa Barbara Community: (1) Transitional Housing (904 W. Mission Street)- shared housing and the first step when coming in from the streets. (2) Permanent Supportive Housing (18 E. Sola Street & 2904 State Street) is the next tier in WillBridge's housing program for residents that have demonstrated their readiness for less supervision and more independence. These individuals move into private rooms or studios, are enrolled in school, employed, or actively participating in a day program with 30% of their income going towards housing expenses. (3) Peer Street Outreach teams connect with an average of 45 homeless individuals who are not routinely accessing services. Client receive clothing, hygiene products, sack lunches, assistance in completing applications for benefits, rides to scheduled appointments, referrals, and encouragement to come to WillBridge or other housing options. (4) Medical Respite - homeless individuals referred by Cottage Hospital for after-care following major surgery or illness.

11 PROGRAM INFORMATION: Project Type

Select the activity that best describes your agencies proposed program area

- ☐ Operating Costs for Homeless/AIDS Programs
- ☒ Senior Services
- ☐ Handicapped Services
- ☐ Legal Services
- ☐ Youth Services
- ☐ Transportation Services
- ☐ Substance Abuse Services
- ☐ Services for Battered and Abused Spouses
- ☐ Employment Training
- ☐ Crime Awareness or Neighborhood Cleanups
- ☐ Fair Housing Activities
- ☐ Tenant/Landlord/Housing Counseling
- ☐ Child Care Services
- ☐ Health Services or Food Banks
- ☐ Services for Abused and Neglected Children
- ☐ Mental Health Services
- ☐ Health Screening for Lead-Based Paint/Lead Hazards
- ☐ Subsistence Payments
- ☐ Homeownership Assistance

☐ Rental Housing Subsidies or Security Deposits

12 PROGRAM INFORMATION: Number of persons, including all members of the households as applicable by Area Median Income (AMI) percentage expected to be served during the grant fiscal year July 1, 2014 - June 30, 2015

50 Persons: 0 - 30% AMI

Persons: 31 - 50% AMI

Persons: 51 - 80% AMI

Persons 81% > AMI

50 TOTAL

13 PROGRAM INFORMATION: Program Service Address(es) if different than Agency Address, and Census Tract
N/A

14 PROGRAM INFORMATION: Program Description

Describe the EXACT program to be funded, list the type of activities that will occur; indicating exactly how the CDBG funds will be used and how other Agency revenue sources funds will support the project. Please provide the geographic service area.

Recent outreach efforts have shown a dramatic increase in the number of seniors who are homeless. Our staff and collaborating groups have identified over 80 seniors who are in need of permanent housing. Many of these individuals receive monthly social security checks but lack the necessary security deposits and requirements to get housing on their own. CSA and Willbridge would find large homes in the Carpinteria to Goleta area to rent and then place eligible seniors in a shared living environment. In addition to providing housing, funds would be used to provide wrap around services such as case management, community referrals, conflict resolution and individual peer counseling. Eligible seniors would be expected to pay up to 1/2 of their monthly social security or pension payment toward the costs of housing and upkeep. The home will have an open pantry with nonperishable items and meats purchased from the FoodBank of Santa Barbara.

15 PROGRAM INFORMATION: Describe the unmet need to be addressed

As mentioned above, we have already identified more than 80 people who are seniors and homeless

16 PROGRAM INFORMATION: How are clients referred to the program

CSA and Willbridge sought the assistance of several shelters and non-profit agencies serving the homeless and had homeless seniors complete a brief questionnaire which produced over 80 seniors who would qualify for the program.

17 PROGRAM INFORMATION: If serving low- moderate-income clientele: How is client income eligibility determined and documented?

In the recent questionnaire that was given to the seniors who were homeless, there were several questions about sources of income. From this data we were able to conclude the income status of each potential applicant.

18 PROGRAM INFORMATION: Is your agency serving the following populations whom are considered presumed beneficiaries by HUD.

*Select if your organizations program serves one or more of the following populations exclusively. Note: *the definition of severely disabled adults is provided in the Program Summary under Requirements.*

- ☐ abused children
☐ battered spouses
☒ elderly persons
☒ *severely disabled adults
☒ homeless persons
☒ illiterate adults
☐ persons living with AIDS
☐ migrant farm workers
☐ N/A

19 PROGRAM INFORMATION: Does your organization request information on whether program participants are one or more of the following races check each race to confirm your organization request (i.e. application) has the HUD approved races correctly listed

- ☒ White
☒ Black or African American
☒ American Indian or Alaskan Native
☒ Asian
☒ Native Hawaiian or Other Pacific Islander
☒ American Indian or Alaskan Native and White
☒ Asian and White
☒ Black or African American and White
☒ American Indian or Alaskan Native and Black or African American
☐ Other

20 PROGRAM INFORMATION: Does your organization request information on whether program participants are of Hispanic ethnicity

☒ No
☐ Yes

21 PROGRAM INFORMATION: What is the quantifiable outcome of the funding provided

(i.e. # of meals, classes, people served, case management sessions, utility payments, etc.)

Of the 50 people who will be further screened and vetted, it is hoped that 15 seniors who are homeless will be housed in the coming year.

22 PROGRAM INFORMATION: What method is used to collect beneficiary data

i.e. intake forms, surveys, reports, census data

A complete intake will be undertaken with each individual where we will verify their age, their economic situation, their mental health and substance history, their ambulatory ability, their willingness to live with other people, the extent of their physical needs for assistance from others, their ability to make use of community resources and their comfort level in working closely with others in terms of meal preparation, maintaining a clean household and sharing house responsibilities.

23 PROGRAM INFORMATION: The Agency's goals/objectives that support the program

To identify at least 50 seniors who could succeed in a community living environment

To lease at least 2 large homes that can comfortably accommodate 6-8 seniors.

To choose at least 15 people to live in the shared housing arrangement

24 PROGRAM INFORMATION: Please provide a minimum of three performance targets and expected outcomes

To lease at least 2 houses for senior housing.

To vet at least 50 seniors for housing.

To place at least 15 seniors in housing situations.

25 CAPACITY: Describe your Agency's experience and capabilities in assisting clients and meeting goals and objectives.

Both CSA and Willbridge have had many years of success in working with low income individuals. CSA has provided individual and group support for seniors for 25 years and in a recent survey of consumers over 90% expressed satisfaction with the services they had received.

As of December 2012, Willbridge had worked with over 310 homeless clients during the past 8 years and 62% of them had successfully transitioned from homelessness into independent living, residential treatment programs, board & care facilities, permanent supportive housing or relocated and reunited with family.

26 CAPACITY: Staffing - Describe existing and planned staff positions (full-time and part-time/paid and unpaid) dedicated in whole or in part to the proposed program.

Include the name, title, experience and qualifications, and roles and responsibilities for all staff persons that will be funded by this CDBG award.

Project Director- Gary Linker, Ph.D. Has run non-profits for the past 15 years after successfully founding Pacifica Graduate Institute where he was its Executive Vice-President for 17 years. He would oversee the acquisition of the housing units, assist in contract negotiations with the landlords and oversee the selection of seniors for placement in each facility.

Outreach Co-ordinator-Roslyn Schuerman has been an outreach worker for the New Beginnings Safe Parking program and at Willbridge for the past seven years where she has worked closely with the homeless and has assisted them in getting housing, services and jobs. She has expertise in job development and knowledge of community resources available to seniors and the homeless.

Outreach workers-Volunteers who are interested in being peer counselors or provide one on one advocacy to the seniors in the program will be recruited from the 32 current volunteer counselors at CSA or individuals who are part of the vulnerability project through C3H.

27 CAPACITY: Collaboration - Are there other social service organizations that provide the same service as your organization? If so, please explain how your Agency will address a different or unmet need or service population

There are no other agencies in our community that have established housing programs for seniors who are homeless. Many seniors seek housing at the local shelters and warming centers which are temporary. Area agencies do have staff that will assist seniors in finding housing but there is no co-ordinated effort to find housing and then place seniors in them.

Specifically, CSA and Willbridge intends to develop close relationships with the following agencies that serve the homeless to insure that there is no duplication of services. These include WORTH- a street outreach program offered by Deborah Barnes, Alcohol, Drug and Mental Health of Santa Barbara County, Public Health of Santa Barbara County, Doctors Without Walls, and C3H the co-ordinating agency for homeless services on the south coast.

28 CAPACITY: CDBG funds are provided on a cost-reimbursement basis. Does your agency have sufficient cash reserves to pay for program costs as they are incurred

Yes

29 FINANCIAL: Does your Agency comply with Generally Accepted Accounting Principles?

☐ No
☒ Yes

30 FINANCIAL: Does your Agency comply with OMB Circular A-87 (Government) or A-122 (Non-Profits) as applicable to the website link provided below?

http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/affordablehousing/training/web/crosscutting/administrative/uarintro

☐ No

☒ Yes

31 FINANCIAL: What is your Agency's fiscal year period?
January 1-December 31

32 FINANCIAL: Does your Agency have any outstanding litigation or other legal issues?
If so, please explain. Otherwise type N/A in the answer box.
None

33 FINANCIAL: Are there any outstanding financial audit findings which remain unresolved?

☒ No
☐ Yes

34 FINANCIAL: Does your Agency have a personnel policy manual with an affirmative action plan and a grievance procedure

☐ No
☒ Yes

35 FINANCIAL: Does the requirement of OMB Circulars A-133, A-128, and A-110 to submit a fiscal year "Federal Single Audit" apply to your Agency?
In accordance with OMB Circulars A-133, A-128, and A-110 the federal government requires the preparation of a fiscal year "Federal Single Audit" of organizations that expend a cumulative amount of \$500,000 or more of Federal assistance in a year.

☒ No
☐ Yes

36 ADDITIONAL INFORMATION: Please provide any additional information in the space below that you would like to be considered for this proposal.
The number of seniors being forced to the streets seems to be growing as the rental market in Santa Barbara becomes more and more restrictive. With the dearth of rental housing, landlords are raising rents and many seniors who were barely getting by are losing their housing. Since there is at least a 5 year waiting list for public housing, many seniors lack options for places they can move to. We hope this small initial step can set in motion a larger effort to find adequate housing for a large number of seniors.

37 INSURANCE: In the spaces below, provide the expiration date next to each instrument. Note: Not applicable to governmental entities
Upload the following documents in the Documents tab of your application

9/30 General Liability

9/30 Auto or statement of not applicable

N/A Workers Compensation

9/30 Separate endorsement document listing the County of Santa Barbara as additionally insured

38 INSURANCE: Does the organization agree to upload updated insurance immediately upon expiration?

☐ No
☒ Yes

Documents

Documents Requested *

Agency Certification
[download template](#)

W-9
[download template](#)

Form 990
[download template](#)

Articles of Incorporation and By-Laws

Federal Tax Exemption letter

Organizational Chart

Most Recent Audited Financial Statements

Conflict of Interest Statement. Identify any member, officer, or employee of your agency who is an officer or employee of Santa Barbara Co, or a member of its Boards, Commissions, or Committees or has any interest which could affect the action taken.

Blank client intake form with signature block for intake staff/supervisor

Required? Attached Documents *

☒ [agency cert](#)

☒ [W9](#)

☒ [990](#)

☒ [Articles of In](#)

☒ [IRS](#)

☒ [Org Chart](#)

☒ [finances](#)

☒ [Conflict of Interest](#)

☐

Resumes of project team



Vita

Budget
download template



Budget Information

Letters of funding support from applicable cities



Applicants qualifying under "Area Benefit" see instructions on how to
determine low income service areas and identify census tracts
download template



Upload map of project location and service area(s)



Map

Insurance: Upload General Liability, Auto, Workers Compensation,
Endorsement County as additional insured



Insurance Letter

** ZoomGrants™ is not responsible for the content of uploaded documents.*

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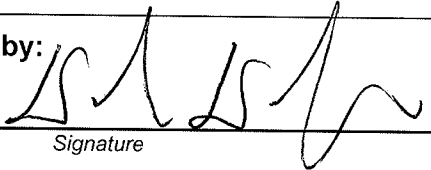
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STAFF REPORT
COUNCIL MEETING DATE:
February 10, 2014

ITEM FOR COUNCIL CONSIDERATION: Approval of Resolution No. 5502, establishing a Downtown Parking Development Impact Fee Payment Policy.

Report prepared by:

City Manager


Signature

Reviewed by:

City Attorney's Office


Signature

ACTION ITEM X ; NON-ACTION ITEM

STAFF RECOMMENDATION: Adopt Resolution No. 5502, establishing a Payment Policy applying to certain tenant improvement projects subject to the Downtown Parking Development Impact Fee (Carpinteria Municipal Code §1.80.030(E)).

Sample Motion: I move to adopt Resolution No. 5502, as read by title only, thereby establishing the Downtown Parking Development Impact Fee Payment Policy.

I. BACKGROUND:

To offset the demands on public facilities generated by new development, the City of Carpinteria collects eleven categories of Development Impact Fees (DIFs). Public improvement projects, known as Capital Projects, that have been determined to be necessary to respond to the demands placed on public facilities by development are included in the City's Capital Improvement Plan. The amount of each Development Impact Fee is based on a determination made in a study of the portion of Capital Improvement Plan costs, i.e., the "fair share," attributable to new development projects. The fees are collected under the authority of the California Mitigation Fee Act, Government Code Section 66000. The City's DIF program is established in the City's Municipal Code, Chapter 15.80.

One of the City's eleven DIFs is the Downtown Parking Development Impact Fee (Parking DIF)(CMC 15.80.030(E)). The Parking DIF is collected to finance parking improvements within the downtown area from downtown property owners and/or business owners who propose development that does not provide adequate on-site parking, as required by the City's zoning regulations. For purposes of the Parking DIF, the downtown area is generally described as the Carpinteria Avenue corridor between Palm and Holly, and the Linden Avenue corridor between Carpinteria Avenue and Dorrance Way (the Downtown "T"), and is more specifically described by Attachment A. The Parking DIF is collected at the time of issuance of any permit related to new or intensified development of property such that greater parking demand is created. Impacts from parking demand can be satisfied by provision of on-site parking, shared parking arrangement, or payment of a parking DIF. Revenues from Parking DIFs are used to finance parking facilities and improvements within the downtown area.

The Parking DIF was established by Ordinance No. 576, February 11, 2002. The initial Parking DIF rate was \$4,396 per stall (Resolution No. 4709), to be adjusted annually by application of an inflationary index. The rate was derived from the projected parking demand in the downtown, (which estimated a "build-out" need based on zoning allowances for a 120-space surface parking lot), and the portion of that parking demand expected to be generated through downtown development.

On January 14, 2008, the City increased the Parking DIF rate to \$21,600 per parking space (Resolution No. 5094), reflecting the estimated cost of a parking structure rather than a surface parking lot. By 2011, based on application of the automatic annual adjustment¹ of the DIF program, the Parking DIF had increased to \$23,863.29 per space.

On May 9, 2011, in response to the national economic recession and concern that the Parking DIF could serve as a barrier to new investment and business development in the downtown, the City Council approved a temporary reduction in the Parking DIF. The temporary fee amount of \$6,051.38 per parking space was established via Resolution No. 5314, and was based on the prior estimate of surface parking lot development costs. The temporary reduction was later extended by Resolution No. 5427 and is scheduled to expire, if not extended again, on June 30, 2014. Currently, with the automatic annual adjustment applied, the rate for the Parking DIF is \$5,189.51² per space.

On August 19, 2013, the Building Division of the Community Development Department issued building permits for a tenant improvement at 901 Linden Avenue for Beach Bowl, a food service business. The location was formerly occupied by retail businesses and it was determined that the proposed use qualified as a "restaurant" pursuant to the City's parking standards of the zoning code (CMC §14.54.040). The applicant, Mr. Hamadi, was informed that any additional parking demand generated by the application of the City's parking standard for a restaurant would be required to be offset by the payment of the Parking DIF since there is no option for Mr. Hamadi to provide on-site parking. In response, Mr. Hamadi revised the tenant improvement plans to eliminate all customer seating. This had the effect of avoiding both requirements for additional parking and for processing a development plan application due to the intensification of use. Subsequently, Mr. Hamadi acquired a Building Permit for the Beach Bowl tenant

¹ CMC 15.80.050(B) establishes the California Department of Transportation Price Index for Selected Highway Construction Items as the inflationary index to be applied annually to the Parking DIF.

² In 2011 and 2012, the application of the automatic annual adjustment resulted in a decrease in the DIF rates.

improvements without interior customer seating and has proceeded with construction of the improvements, which are near completion.

On December 23, 2013, the City received a letter from Mr. Hamadi (Attachment B), stating that customer seating is necessary and asking that he be permitted to include customer seating and pay the Parking DIF over time. A subsequent letter from the applicant (Attachment C), dated January 28, 2014, includes a proposed seating plan.

Should the City Council establish a policy allowing for Parking DIF payments, the Beach Bowl applicant would first be required to acquire a development plan permit. The development plan permit is the process by which the Planning Commission considers requests to pay the parking DIF in lieu of meeting parking requirements pursuant to zone code standards. Staff has calculated that the amount of seating would create demand for five additional parking spaces and payment of the related Parking DIF in the amount of approximately \$26,000. The Commission could also review the proposed seating plan and conclude that fewer spaces are required, or that the use does not generate as much parking demand as anticipated by the standardized rates adopted in the Zoning Code and could determine that fewer than five spaces are required to be offset through the DIF payment.

II. ANALYSIS:

Since its inception, two developers have paid the Parking Development Impact Fee. The Benon/Goldberg building developer at the southwest corner of Linden and Carpinteria Avenue was allowed to pay the fee due to a shortage of on-site spaces, as was the Coffee Bean & Tea Leaf tenant, which as a restaurant intensified the parking demand. The total amount paid by both the building developer and the tenant was \$65,940. There are currently another four projects that have been approved for development in the downtown but have not yet acquired building permits and paid the related fees, including DIFs.

Rincon Pub: \$20,758.04
M3 Mixed-Use Project: \$15,568.53
Carpinteria Arts Center: \$51,895.10
Island Brewing Company Expansion: \$10,379.02

As a part of the review for each of these project applications, payment of the Parking DIF was a significant issue of discussion with staff and the Planning Commission. In recent years, the downtown has also suffered from a number of long term vacancies. At the City Council hearing where the Parking DIF reduction was considered, downtown property owners testified that the amount of the Parking DIF posed a significant obstacle to leasing their properties.

The history of the parking DIF and its application to development projects, the letter request of Mr. Hamadi, and the current list of approved projects that are subject to payment of the fee suggest that it may be timely for the City to consider whether or not allowing some or all of the parking DIF under certain circumstances to be paid via a payment plan is appropriate.

- A. Purpose and Need for a Downtown Parking DIF Payment Policy.** Staff reviewed a number of fee payment programs, including those adopted for the

cities of San Diego, Anaheim, Santa Rosa, Woodland Hills and Turlock, and finds that such programs are not uncommon and intended as tools for encouraging investment and supporting business development. Further, Staff has concluded that the recommended payment policy can both be found consistent with City policy objectives and the public interest.

City General Plan policies support actions that will “preserve and enhance the downtown’s status as the center of commercial activity...” The downtown is also recognized as an important public space and a place for community gathering. A healthy and successful downtown serves as a community focal point, an anchor for the local economy, and a historic and cultural center. As such, policies, programs and services of the City that support the unique character and importance of the district are warranted.

Over time, the City has made unique investments in support of the downtown as an important public/community space including special street and landscaping improvements, public bathrooms, sponsorship and support for a variety of public events, and various related maintenance activities such as sidewalk steam cleaning, janitorial service, landscape maintenance, etc. A Parking DIF payment policy would complement these public investments by encouraging private investment and business success in the downtown.

Assisting businesses that are located in the downtown through a payment plan that mitigates the typically large up front investments required for new businesses to establish is important, in part because such improvements can provide long-term benefits to making buildings attractive to future tenants, e.g., when electrical and/or plumbing improvements are made. Also, restaurants and possibly other businesses that represent a change in use and require a greater amount of parking pursuant to the zone code, are especially desirable in the downtown as they meet both resident and visitor expectations and needs, and serve to support the downtown as an employment center.

City policies and regulations as well as community expectations require high quality development in the downtown. These requirements and expectations, along with typically higher expenses for building in a downtown setting, create unique challenges for most businesses trying to get established. Food service establishments in particular usually require extensive commercial kitchen and restroom improvements in order to comply with public health, sanitation and accessibility regulations.

B. Key Components of the proposed Parking DIF Payment Plan Policy

1. Qualifying project by type and location. The policy would allow for change of use and tenant improvement applicants within the downtown district to request payment plans when the project results in greater parking demand than can be accommodated on-site, where the Planning Commission or City Council has approved a development plan permit allowing for the payment of the DIF in lieu of providing parking on-site, and where all other fees and charges due have been paid prior to the issuance of a Building Permit.

2. Payment. The proposed policy would allow for a portion of the parking DIF to be paid in installments on a schedule established through an agreement between the City and the applicant. The payment plan could be for as long as two years, covering up to 80% of the total fee due, and could allow for two equal payments annually each year, or more frequent equal payments over the agreed upon term. The payment plan would be required to include interest.

Under the terms of the proposed policy, two currently approved projects could be eligible to apply: Rincon Pub at 5065 Carpinteria Avenue and Island Brewing at 5049 Sixth Street. Beach Bowl would require approval from the Planning Commission in order to qualify to pay the DIF. The developer/property owner of the M-3 Mixed Use Development at 4819 Carpinteria Avenue would not qualify; however, if future tenants propose uses that trigger additional parking, they could be eligible to participate in the program.

III. FINANCIAL CONSIDERATIONS:

The proposed Parking DIF Payment Policy represents some financial risk but no ongoing significant expenses. Financial risk involves defaults where in a worst case the City could be required to pursue court action in order to enforce an agreement or legal challenges to the enforceability of an agreement.

In order to address costs associated with administering the program, e.g., preparing the agreements, and loss of interest income from Parking DIF payments, the Policy proposes requiring that interest and administrative fee payments be included in the payment plans. The following is an example of how the terms of the policy for interest and administrative fee payments would be applied. The City invests most of its proceeds in Treasury notes and therefore it makes sense to use this as the parameter for these payments. The most recent annual yield on a Two-Year Treasury note is 0.38%.

DIF	\$25,000.00
20% Down	\$5,000.00
Deferred Amount	\$20,000.00
Semi-annual Payments	\$5,000.00
Semi-annual Interest and Administrative Charges at 0.48% and 0.10% Annual Rates	\$60.14

IV. LEGAL:

The proposed policy is designed to provide a significant incentive to encourage increased economic activity in the Downtown area, which serves numerous City goals. With regard to potential legal issues, any fee policy that allows payment of fees over time and after the project's land use permit has been issued raises the possibility that increased administrative costs and City Attorney involvement may be necessary to collect future delinquencies. Disputes with subsequent occupants of the affected

premises may also occur if fee delinquencies remain outstanding from the prior occupant.

V. ALTERNATIVES TO THE STAFF RECOMMENDATION:

1. Direct changes to the proposed policy.
2. Adopt a broader policy that would allow other project applicants and/or other DIF types to qualify for deferred payment. Staff does not recommend this due the administrative burden it would create to develop and monitor the agreements and significant related costs that would need to be passed on to applicants.
3. Decline to adopt a policy.

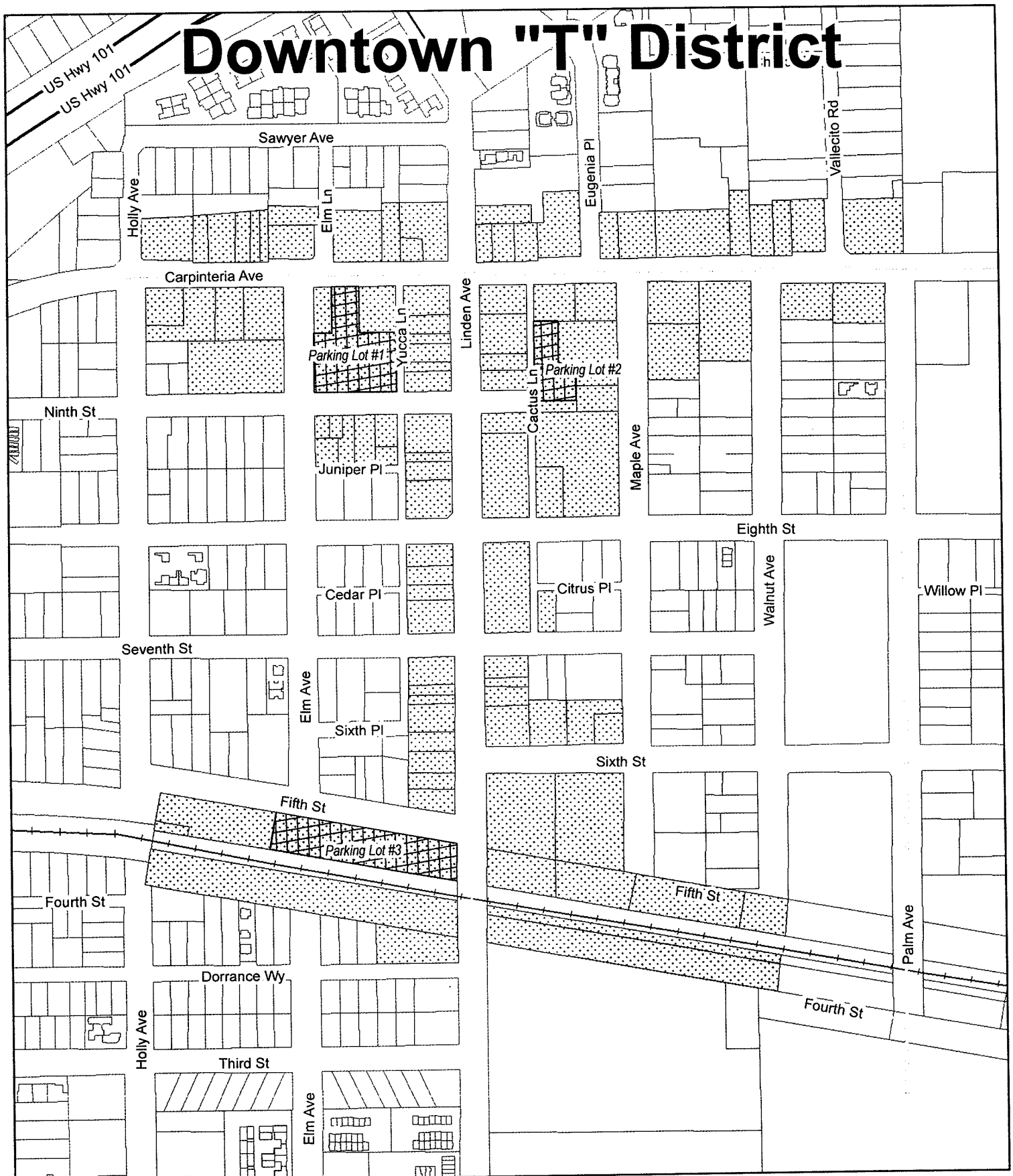
VI. ATTACHMENTS:

- A. Downtown District Map
- B. Letter from Mr. Hamadi received December 23, 2013
- C. Letter from Mr. Hamadi dated January 28, 2014
- D. Resolution No. 5502

Attachment A

Downtown District Map

Downtown "T" District



Legend

-  Parcels Within Downtown "T"
-  Downtown "T" Public Parking Lots

0 125 250 500 Feet



February 5, 2014

Attachment B

Letter from Mr. Hamadi Received December 23, 2013

The Beach Bowl Company
901 Linden Avenue
Carpinteria, CA 93013

DEC 23 2013

COMMUNITY DEVELOPMENT
DEPARTMENT

December 19, 2013

City of Carpinteria
City Council Members
5775 Carpinteria Avenue
Carpinteria, CA 93013

To the Honorable Mayor Bradley Stein and City Council Members:

I am the owner of the new healthy food and coffee shop, called The Beach Bowl Company, located on 901 Linden Avenue in Carpinteria, California. The idea for this company came about when I realized that I had to drive to Santa Barbara and sometimes to Ventura to eat my favorite foods and drink my favorite beverages. This beautiful town was only lacking an eatery that my family and I enjoyed. Why not wake up every morning and walk to my shop for an Acai or a Pitaya bowl? Why not have others ride to this town and bring their business here?

As a new resident of this beautiful City of Carpinteria, I pride myself of being called a "Carpinterian". So much so, that I made sure that I hired all local laborers and used all local vendors. I have chosen this city to built my life and establish a blooming business, with whom my family and I have fallen in love with. With this business and many others to follow, I intend to help further the wealth and beauty of this town.

With my faith in God and this city, I invested my life's savings of \$100,000.00 into this project and have taken additional \$100,000.00 in loans to complete it. Though I have placed myself into a large financial burden, I am not discouraged to invest in the near future for other projects I have in mind. With the establishment of my company, I hope to encourage others to invest their hard earned moneys into this city and help it to grow financially.

That is why I have given special attention to the look and feel of my store. My intention is to bring people to this town through an experience they will have once they enjoy our healthy local organic foods, in a eco-friendly, sexy, and hip shop. I want to promote the label "Made in Carpinteria" on all the products I intend to produce.

However, to realize my goals in the future, I will need your guidance and assistance. My current shop on 901 Linden Avenue is approximately 2200 sq. ft. in size. This means I will need an approximately 100 sq. ft. of seating which will cost me over \$10,000.00 in one payment to the City of Carpinteria (based on the city requirements for every 50 sq. ft is about \$5000.00 in Public Parking fees). This amount is certainly a hefty amount to pay in one shot, however it is reasonable if broken down into several payments.

The reason I am writing to you is to ask not for a waiver but for a payment plan that will help me to open my doors with the full capacity needed to make it a success. I will make the reasonable payment to the city for the public parking. This will help our establishment to get on its feet at least for the first couple of years.

Meanwhile, The Beach Bowl Company will endorse and encourage carbon footprint reduction. The company will promote recycling and use recyclables, will encourage dine-ins with special promotions, and help to create an eco-friendly environment by giving individuals discount for riding their bikes and using public transportation. The Beach Bowl Company hopes to establish

a fad by having customers join the "Bike to the Beach" club, where members will get 10% discounts if they ride their bikes to the shop and all around the city. With this in mind, we hope the city will be encouraged to add additional bike racks near our shop.

Please consider granting The Beach Bowl Company, a locally run business, the option of making payments for the Public Parking fees. This will be a great assistance to me and my company to have the success needed for its growth. With your support, I hope to put The Beach Bowl Company and Carpinteria on the map as the most successful, eco-friendly, and beautiful place to be.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Alex Hamadi', written in a cursive style.

Alex Hamadi
CEO
The Beach Bowl Company
thebeachbowl@gmail.com

Attachment C

Letter from Mr. Hamadi Dated January 28, 2014

The Beach Bowl Company
901 Linden Avenue
Carpinteria, CA 93013

January 28, 2014

City of Carpinteria
City Council Members
5775 Carpinteria Avenue
Carpinteria, CA 93013

RECEIVED

JAN 28 2014

**COMMUNITY DEVELOPMENT
DEPARTMENT**

To the Honorable Mayor Bradley Stein, City Council Members, and City Manager:

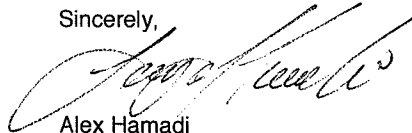
I am the owner of the new healthy food and coffee shop, called The Beach Bowl Company, located on 901 Linden Avenue in Carpinteria, California. My current shop is approximately 2200 sq. ft. in size. This means I will need an approximately 100 sq. ft. of seating which will cost me over \$10,000.00 in one payment to the City of Carpinteria (based on the city requirements for every 50 sq. ft is about \$5000.00 in Public Parking fees).

This amount is certainly a hefty amount to pay in one shot, however if broken up into several payments the amount would be more reasonable. My best suggestion is to make monthly payments of \$1000 to the city for a period of 10 months once the permit has been granted.

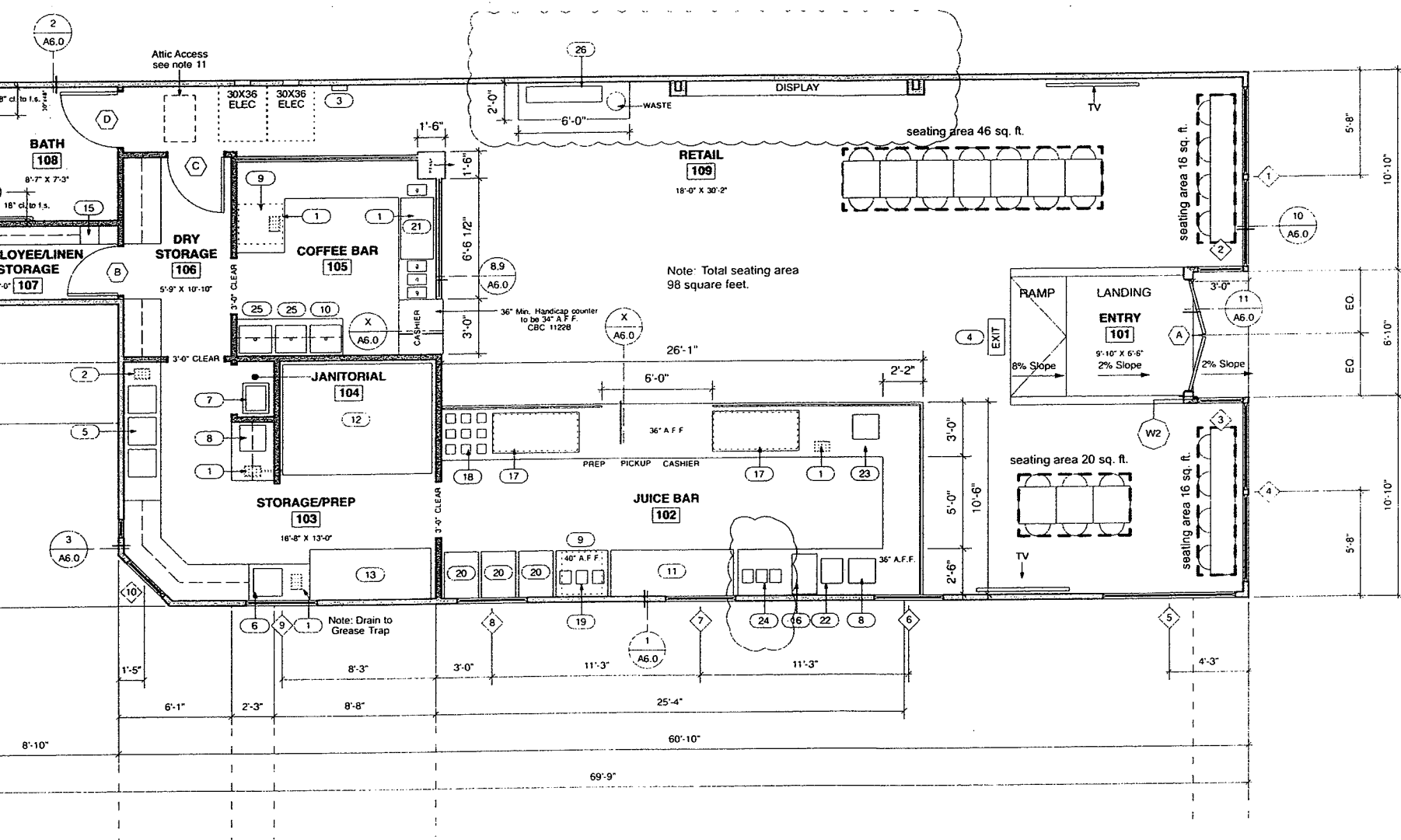
The Beach Bowl will be using 24in. X 24in. square tables made locally by Brothers of Industry using reclaimed wood as our part of our environmental campaign.

Thank you for your consideration.

Sincerely,



Alex Hamadi
CEO
The Beach Bowl Company
thebeachbowl@gmail.com



Attachment D

Resolution No. 5502

A Resolution of the City Council of the City of Carpinteria

Establishing a Parking Development Impact Fee Payment Plan Policy

RESOLUTION NO. 5502

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA ESTABLISHING A PARKING DEVELOPMENT IMPACT FEE PAYMENT PLAN POLICY

WHEREAS, the City of Carpinteria has enacted Development Impact Mitigation Fees (DIFs) pursuant to Carpinteria Municipal Code Chapter 15.80 and California law, AB1600; and

WHEREAS, included within these DIFs is a parking DIF that is to be paid by development projects located in the City's downtown "T" district (depicted in Exhibit I to this Resolution) to mitigate impacts related to parking; and

WHEREAS, such development projects are eligible to request a payment plan for a Parking DIF, which is otherwise required to be paid at the time of issuance of a building permit for non-residential development and at the time of final occupancy approval for residential units; and

WHEREAS, economic activity in the City's downtown "T", which is characterized by the presence of numerous small businesses, is critical to the health of the City's overall economy, with the downtown "T" serving as an important public place and a community focal point; and

WHEREAS, the City wishes to encourage a diversity of small businesses in the downtown "T" including restaurants, retail outlets and personal services that meet the needs and expectations of both local residents and visitors; and

WHEREAS, small businesses are often locally owned and operated, i.e., "mom and pop" stores, with limited access to capital; and

WHEREAS, the City's development policies and regulations establish special standards for development and construction in the downtown "T". Such downtown "T" construction must typically meet higher expectations for quality of design and durability of materials, can be more expensive to stage and complete due to the age of buildings, their proximity to one another on small lots, and the need to not interfere with ongoing public access and business activity; and

WHEREAS, development sites in the downtown “T” frequently can lack space for onsite parking/loading areas because of small lot areas; and

WHEREAS, the City has found that many California cities provide for payment plans for certain development related fees, including DIFs; and

WHEREAS, the City Council wishes to encourage business investment in the downtown “T”, consistent with City policies and regulations, and believes that providing flexibility in the timing for payment of the downtown Parking DIF will provide a meaningful incentive in consideration of the inherent challenges related to establishing businesses in the City’s downtown “T”.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CARPINTERIA RESOLVES AS FOLLOWS:

SECTION 1. A Parking Development Impact Fee Payment Plan Policy for development projects in the downtown “T” is hereby established as provided below, with all Recitals above being incorporated by this reference.

SECTION 2. This Policy concerns the Parking Development Impact Fee that is a part of Carpinteria Municipal Code Chapter 15.80 (or any successor City regulations). An applicant’s participation in the Parking DIF Payment Plan program is permissible when a development plan has been approved by the City’s Planning Commission or City Council that authorizes payment of the Parking DIF in lieu of providing the calculated parking requirement on site pursuant to zoning regulations, when all other project related fees and charges have been paid consistent with conditions of approval approved by the City, and when the provisions of this Policy have been met as determined by the City.

SECTION 3. This Policy only applies to applicants that are required to pay the Parking Development Impact Fee for projects that involve a change of use of an existing commercial or industrial building or structure, or are making tenant improvements that result in an intensification of use, and are located in the downtown “T”.

SECTION 4. Payment of the Parking Development Impact Fee under this Payment Plan Policy may be made over a period not to exceed two years from the date when fees were otherwise due and payable per Chapter 15.80. A minimum of Twenty (20) percent of the total amount of the applicable Development Impact Fee must be paid at the time of building permit issuance. The unpaid balance of the total fee amount, together with interest, must be paid, at a minimum, in equal semi-annual installment amounts over a period not to exceed two years. Development Impact Fee amounts of less than \$10,000.00 are not subject to this Payment Plan Policy. Interest on the unpaid balance of the fee shall be paid at a per annum rate, with said rate being calculated at the yield for a U.S. Treasury Note issued on the date on which the minimum twenty (20) percent payment is made and maturing on the date the last parking DIF payment is due or as soon thereafter as the yield can be calculated, plus one-tenth of one percent to cover City administrative expenses. The fee payment plan agreement under this Policy shall not be assignable.

SECTION 5. The City Council intends that, either through conditions of approval adopted by the Planning Commission or City Council or through other methods, an applicant's participation in the DIF Payment Plan program must be conditioned such that, should the applicant default on payment of the fees that are subject to the payment plan and then vacate the premises while such default is outstanding, subsequent occupants of the premises shall be deemed to have mitigated parking impacts only as to the number of parking spaces for which full fee payment has been made.

SECTION 6. An application to participate in the parking DIF Payment Plan program shall be filed with the Department of Community Development at least 60 days prior to the date on which the fees would otherwise be due.

SECTION 7. An applicant's participation in the Parking DIF Payment Plan program pursuant to this Policy shall be documented by written agreement in a form approved by the City Attorney and signed by the applicant and by the City Manager. The fee payment plan agreement shall include provisions imposing penalties for accounts that become delinquent. The City may require such other terms and conditions in the fee payment plan agreement as it deems appropriate in such an agreement.

SECTION 8. The Council will be regularly advised of the total amount of fee payment plans that are in effect and the status of fee payment plan accounts that have become delinquent.

PASSED AND ADOPTED by the City Council of the City of Carpinteria at a regular meeting held on the 10th day of February, 2014, by the following called vote:

AYES: COUNCILMEMBER:

NOES: COUNCILMEMBER:

ABSENT: COUNCILMEMBER:

Mayor, City of Carpinteria

ATTEST:

City Clerk, City of Carpinteria

I hereby certify that the foregoing Resolution was duly and regularly introduced and adopted at a regular meeting of the City Council of the City of Carpinteria held the 10th day of February, 2014.

City Clerk, City of Carpinteria

APPROVED AS TO FORM:

City Attorney, City of Carpinteria

Downtown "T" District



Legend

-  Parcels Within Downtown "T"
-  Downtown "T" Public Parking Lots

0 125 250 500 Feet

Exhibit I, Resolution No. 5502
February 5, 2014