

City of Carpinteria City Council Meeting Agenda Monday, January 11, 2021

Virtual Meeting

4:30 p.m. Closed Session - 5:30 p.m. Regular Meeting

THE CITY OF CARPINTERIA HAS DETERMINED THIS MEETING TO BE AN ESSENTIAL PUBLIC MEETING THAT WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-29-20 AND N-33-20 AND SANTA BARBARA COUNTY HEALTH OFFICER ORDERS

In response to the spread of the COVID-19 virus, Governor Newsom has temporarily suspended the requirement for local agencies to provide a physical location from which members of the public can observe and offer public comment, and has ordered all Californians to stay home except as needed to maintain continuity of operations of certain critical infrastructure.

In compliance with these orders, and to minimize the potential spread of the COVID-19 virus, the City of Carpinteria is limiting public access to the City Council Chambers for this meeting. With this in mind, you are strongly encouraged to participate in the alternative methods explained below.

Virtual Viewing of Public Meetings

This meeting is available to view live on the City of Carpinteria's website at <https://carpinteria.ca.us/city-hall/agendas-meetings>, on Zoom Webinar by [CLICKING HERE!](#) Alternatively, you can join in by following one of these methods: (1) log on to www.zoom.us, download the application, select "Join Meeting", and enter Webinar ID 889 0390 2262; OR (2) call +1 (669) 900-9128 and enter Webinar ID 889 0390 2262 or on Government Access Television Channel 21 (broadcast live and rebroadcast on Wednesday after the meeting at 8:00 p.m. and on Saturday at 5:00 p.m.).

Public Comments

If you wish to make a general public comment or to make a comment on a specific agenda item, the following methods are available:

- Distribution to Board Members. If you wish to submit a hard copy of written comments to be distributed to board members (as either general public comment or on a specific agenda item), please submit your comment via email to PublicComment@ci.carpinteria.ca.us by **12:00 P.M. on the day of the meeting**. Please note that these comments will not be read into the record during the meeting unless you include this request with your comments.

- Read Into the Record During Meeting. If you would like your comment read into the record during the meeting (as either general public comment or on a specific agenda item), please include this request with your comments and provide your comments (of no more than 250 words) in one of the following ways:
 - Via email to PublicComment@ci.carpinteria.ca.us by **12:00 P.M. on the day of the meeting**. In your email, please specify (1) the meeting date and agenda item (number and title) on which you are providing a comment and (2) that you would like your comment read into the record during the meeting.
 - Via the **eComment** link on the City's agenda website (<https://carpinteria.ca.us/city-hall/agendas-meetings>) by **12:00 P.M. on the day of the meeting**. Please note that this link does not become active until an agenda is posted. If you would like your comment read into the record during the meeting, please specify this in your comment.

Every effort will be made to read your comment into the record, but some comments may not be read due to time limitations. Please also note that if you submit a written comment and do not specify that you would like this comment read into the record during the meeting, consistent with the City's practice when it receives written public comments on agenda items, your comment will be forwarded to board members for their consideration.

- Public Comment by Phone. If you wish to make a verbal public comment as a specific item is being heard (as either *general* public comment or on a specific agenda item), please send an email to PublicComment@ci.carpinteria.ca.us by **12:00 P.M. on the day of the meeting** and include the following information in your email: (1) the meeting date and agenda item (number and title) on which you wish to speak, (2) your full name, (3) your call back number and area code. During public comment on the agenda item specified in your email, City staff will make every effort to contact you via your provided telephone number so that you can provide public comment electronically. Please note the City has the discretion to limit the speaker's time for any meeting or agenda matter. Typically, the practice has been 3 minutes per speaker on each item.
- Real-Time Public Comment Through Zoom Webinar. Members of the public attending the public meeting through the City's Zoom Webinar platform (through the link provided by the City) have the option of providing real-time public comments on agenda matters. To make public comments through this platform please use the "raise your hand" feature to notify staff that you would like to make a public comment during designated public comment times. Once it is your turn to provide a public comment, staff will unmute your microphone and you will be given a designated amount of time to provide your comment (typically, the practice has been up to 3 minutes per speaker on each item). At the end of your comment, staff will once again mute your microphone.

The situation with COVID-19 is constantly evolving and the City will provide updates to any changes to this policy as soon as possible. The public is referred to the City's website at www.carpinteria.ca.us for the latest COVID-19 policies and information. The City of Carpinteria thanks you in advance for taking all precautions to prevent spreading the COVID-19 virus.

CALL TO ORDER

ROLL CALL

PUBLIC COMMENT ON CLOSED SESSION MATTER

CLOSED SESSION

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Government Code Section 54957(b)(1); Title: City Manager Dave Durflinger

TEMPORARY ADJOURNMENT TO CLOSED SESSION

CALL TO ORDER

ROLL CALL

CLOSED SESSION REPORT

PLEDGE OF ALLEGIANCE

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS

2. Proclamation designating January 2021 as "Human Trafficking Awareness Month".

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS

This may include updates on law enforcement activity within the City from a Sheriff's Office representative.

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.

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.

CONSENT CALENDAR: 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.

3. Expenditures for the period beginning December 5, 2020 and ending January 1, 2021.
4. Monthly City Treasurer's Report on Compliance with Statement of Safekeeping and Investment of Public Funds.

ADMINISTRATIVE MATTERS:

5. Authorize the Mayor to execute an Amended Cost Sharing Agreement between the City and the California Department of Transportation for Sharing of Cost related to State Highway Electrical Facilities.

Recommendation: (1) Authorize the Mayor to execute an Amended Agreement between the City and the California Department of Transportation for Sharing Cost of State Highway Electrical Facilities. (2) Appropriate \$4,000 of Measure A Funds in Fiscal Year 2020-21 for the City's cost share of State Highway Electrical Facilities. (Motion requires a roll call vote.)

Staff Presenter: John L. Ilasin, Public Works Director

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

6. Amendment to the Compensation Schedule of Hourly Rated Positions.

Recommendation: Approve Resolution No. 6016, thereby revising the Compensation Schedule of Hourly Rated Positions, effective the first full pay period after January 1, 2021. (Motion requires a roll call vote.)

Staff Presenter: Laura Hernández, Human Resources/Risk Manager

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

PUBLIC HEARING: None.

OTHER BUSINESS:

7. Authorization for the City Manager to sign a consultant services agreement on behalf of the City with Dale Redfield for assistance with the transition of the Carpinteria Library to the City of Carpinteria, and approval of a related budget allocation of \$15,400 from the Measure X Fund balance.

Recommendation: Approve entering into the consultant services agreement for assistance with the transition of the Carpinteria Library to the City of Carpinteria and make the related budget allocation. (Motion requires a roll call vote.)

Staff Presenter: Dave Durflinger, City Manager

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

8. Recommendations and Findings of the Tree Advisory Board from the Annual Tree Tour concerning removal of certain street tree(s).

Recommendation: Support the Tree Advisory Board recommendations to remove the tree(s) listed herein and replace with an approved tree species from the City Street Tree Management Plan.

Staff Presenter: Joshua Patricio, Engineering Technician

- a. Staff Report
 - b. Public Comment
 - c. City Council Determination
9. Review and update of City Council Joint, Standing, and Ad Hoc Committees, and selection of City Council representatives for Regional Agencies and Committees and City Council Joint, Standing, Ad Hoc, and other committees.

Recommendation: Staff is recommending that the City Council (1) review existing City Council Joint, Standing, and Ad Hoc Committees and approve updates to clarify roles, re-categorize, retire, and/or redefine and extend committees as set forth in the staff report and the below sample motion; and (2) assign City Council representatives to Regional Agencies and Committees and City Council Joint, Standing, Ad Hoc, and other committees, as set forth in the staff report and the below sample motion.

Staff Presenter: Dave Durflinger, City Manager

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

LEGISLATIVE UPDATE: The City Council will discuss local, state and/or federal legislation under consideration and decide whether to direct staff to place a matter(s) on a future City Council agenda for consideration.

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 (Shaw/Alt. Nomura)
 - d. Santa Barbara County Association of Governments (SBCAG)(Clark/Alt. Nomura)
 - e. Santa Barbara County Air Pollution Control District (APCD)(Clark/Alt. Nomura)
 - f. Santa Barbara Joint Affordable Housing Task Group (Carty & Shaw)

- g. Santa Barbara County Elected Leaders Forum to Address Homelessness (Clark)
 - h. Home for Good of Santa Barbara County (Clark)
 - i. South Coast Youth Safety Partnership (Carty & Clark)
- 2. Joint and Standing Committees
 - a. City Council/Economic Vitality Committee (Carty & Nomura)
 - b. City Council/Public Safety Committee (Clark & Shaw)
 - c. City Council/School Board Committee (Nomura & Carty)
 - d. City Council/Utilities Committee (Lee & Nomura)
 - e. City Council/First District Supervisor Committee (Lee & Carty)
 - f. City Council Finance/Budget Committee (Carty & Clark)
 - g. Transportation Committee (Lee & Shaw)
- 3. Ad Hoc Committees
 - a. Public Facility Site Acquisition/Development Committee (Carty & Nomura)
 - b. General Plan and Coastal Plan Update Committee (Joint Committee membership from City Council and Planning Commission) (Clark & Lee) (PC: Allen/Callender)
 - c. Housing Assistance Benefit Committee (Lee & Nomura)
 - d. Marijuana Ad Hoc Committee (Clark and Lee)
 - e. Library Committee (Lee & Shaw/Alt. Carty)
 - f. District Elections Committee (Clark & Shaw)
 - g. Development Review Committee (Joint Committee membership from City Council, Planning Commission and Architectural Review Board) (CC: Clark & Nomura/Alt. Carty) (PC: Benefield and Callender) (ARB: Reginato and Stein)
 - h. COVID-19 Communications Committee (Clark & Nomura)
 - i. COVID-19 Recovery Committee (Carty & Lee)
 - j. Racial Equity and Social Justice Program Planning Committee (Nomura & Shaw)
- 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)

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

ADJOURNMENT

The next regular (virtual) meeting of the City Council will be held January 25, 2021 at 5:30 p.m.

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 755-4403 or the California Relay Service at (866) 735-2929. Notification two business days prior to the meeting will enable the City to make reasonable arrangements for accessibility to this meeting.

This agenda was posted on Wednesday January 6, 2021, in the City Clerk's Office, on the City Hall Public Notices Board, and on the Internet.



**A PROCLAMATION OF THE
CARPINTERIA CITY COUNCIL
DESIGNATING JANUARY 2021
AS "HUMAN TRAFFICKING
AWARENESS MONTH"**

WHEREAS, human trafficking is a form of modern slavery that occurs in every state, including California, wherein victims are forced to work in various forms of labor exploitation including, but not limited to, commercial sex acts and other services that are induced through force, fraud, or coercion; and

WHEREAS, due to its isolated and discrete nature, many individuals across the globe are unaware that trafficking exists in their communities; and

WHEREAS, it is estimated that more than 40 million people around the world are victims of human trafficking; and

WHEREAS, Human Trafficking victims face a cruelty that has no place in a civilized world. It is a crime that can take many forms, and one that tears at our social fabric, debases our common humanity, and violates what we stand for as a country; and

WHEREAS, increased education about how to identify human trafficking along with increased knowledge of in-state resources and services for those affected by criminal exploitation can help decrease the number of future victims; and

WHEREAS, the Santa Barbara County Human Trafficking Task Force is committed to creating legal frameworks for investigating human trafficking and prosecuting those engaged in it; and

WHEREAS, the Santa Barbara County Human Trafficking Task Force has worked diligently to bring awareness to the fact that human trafficking occurs closer to home than one might think, and that California ranks number 1 in the country for reported human trafficking cases; and

WHEREAS, Human Trafficking Awareness Month is an opportunity to recognize the critical role all Carpinteria residents play in preventing, reporting, and adjudicating these heinous crimes;

NOW, THEREFORE, I, Mayor Wade Nomura, do hereby recognize January 2021 as "HUMAN TRAFFICKING AWARENESS MONTH" in our **CITY OF CARPINTERIA**, and I call this observance to the attention of all our citizens.

IN WITNESS THEREOF, I have hereunto set my hand and caused the Official Seal of the City of Carpinteria, California, to be affixed this 11TH day of January, 2021.

Mayor, City of Carpinteria

ATTEST:

City Clerk, City of Carpinteria





City of Carpinteria

COUNCIL AGENDA STAFF REPORT January 11, 2021

ITEM FOR COUNCIL CONSIDERATION

Expenditures for the period beginning December 5, 2020 and ending January 1, 2021.

STAFF RECOMMENDATION

Action Item ____; Non-Action Item X

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

DISCUSSION

As part of each regular City Council agenda, a list of all checks (attached) dispersed since the last reporting period is presented to the City Council pursuant to C.M.C. 2.08.150(F). The report is provided for City Council and public information and serves as Staff's verification that the expenditures have been reviewed and are within budgeted appropriations.

FINANCIAL CONSIDERATIONS

The warrant register included as an attachment is designed to communicate fiscal activity since the prior reporting period. No action is requested as part of this report.

ATTACHMENTS

Attachment A: Warrant Register for the period beginning December 5, 2020 and ending January 1, 2021.

Staff contact: Ashley Chaparro, Sr. Financial Analyst
(805) 880-3406, AshleyC@ci.carpinteria.ca.us



Signature

Staff contact: Licette Maldonado, Admin Services Dir.
(805) 755-4448, LicetteM@ci.carpinteria.ca.us



Signature

Reviewed by: Dave Durlinger, City Manager
(805) 755-4400, DaveD@ci.carpinteria.ca.us



Signature



Warrant Register

City of Carpinteria

Date Range: 12/05/2020 - 01/01/2021

Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
	MISSION UNIFORM SERVICE		12/10/2020	Regular	278.80	98639
513519465	Invoice	12/10/2020	MAINTENANCE CREW NEW RENTAL UNIFORMS-10/26/20			
513563183	Invoice	12/10/2020	MAINTENANCE CREW NEW RENTAL UNIFORMS-11/2/20			
513607890	Invoice	12/10/2020	MAINTENANCE CREW NEW RENTAL UNIFORMS-11/9/20			
	AFLAC		12/10/2020	Regular	436.35	98640
221566	Invoice	11/01/2020	NOVEMBER 2020 EMPLOYEE PREMIUMS			
	A-OK POWER EQUIPMENT		12/10/2020	Regular	228.18	98641
559363	Invoice	12/10/2020	SEMI CHISEL CHAIN-POWER EQUIPMENT FOR PW SHOP			
	BARTEL ASSOCIATES, LLC*		12/10/2020	Regular	3,918.00	98642
20-978	Invoice	12/10/2020	CONSULTING SERVICES FOR GASB REPORTING			
	C3 INTELLIGENCE, INC		12/10/2020	Regular	69.30	98643
23863	Invoice	12/10/2020	NOV20 NEW EMPLOYEE BACKGROUND CHECK-JA, RB			
	CANNON		12/10/2020	Regular	4,014.75	98644
74407	Invoice	12/10/2020	OCT20 PERMIT COMPLIANCE INSPECTIONS			
74464	Invoice	12/10/2020	OCT20 PLAN CHECKS-FAITH LUTHERAN			
	CARPINTERIA VALLEY WATER DISTRICT		12/10/2020	Regular	15,174.09	98645
CARP CITY-11/28/2	Invoice	12/10/2020	NOV20 WATER SERVICES 10/28/20-11/28/20			
	COASTAL VIEW NEWS		12/10/2020	Regular	1,284.00	98646
56469	Invoice	12/10/2020	ABOP ADVERTISING 11/12/20			
56488	Invoice	12/10/2020	SURFLINER MEETING ADVERTISING 11/19/20			
	CUMMINGS RESOURCES		12/10/2020	Regular	341.34	98647
INV0001707	Invoice	12/10/2020	PROJECT CLOSE OUT & REFUND			
	DOCUPRODUCTS		12/10/2020	Regular	708.78	98648
212299	Invoice	12/10/2020	CANON C5560I COPIER METER USAGE-11/17/20-12/16/20			
	DONALD R. LINCOLN		12/10/2020	Regular	120.00	98649
12/01/20	Invoice	12/10/2020	PROFESSIONAL LEGAL SERVICES THROUGH NOVEMBER 2020			
	ELITE GENERAL ENGINEERING		12/10/2020	Regular	16,572.00	98650
20095	Invoice	12/10/2020	ADA RAMP INSTALLATION FROM STREET TO SIDEWALK			
20101	Invoice	12/10/2020	SIDEWALK REPAIRS 12/1/2020			
	ERDMAN VIDEO SYSTEMS		12/10/2020	Regular	1,080.00	98651
5757	Invoice	12/10/2020	WEBHOSTING FOR BEACH CAM SERVICES			
	FEDEX		12/10/2020	Regular	35.46	98652
7-196-19068	Invoice	12/10/2020	SHIPPING CHARGES FOR JI 11/23/20			
	FLOWERS & ASSOCIATES INC		12/10/2020	Regular	266.00	98653
20-2699	Invoice	12/10/2020	OCT20 ENGINEERING SERVICES FOR CACTUS LANE PROJECT			
	FRONTIER COMMUNICATIONS		12/10/2020	Regular	344.60	98654
DEC20 209-188-25	Invoice	12/10/2020	PHONE & INTERNET SERVICES FOR LG & BOATHOUSE			
	GEOSYNTEC CONSULTANTS		12/10/2020	Regular	23,557.83	98655
418086	Invoice	12/10/2020	OCT20 DESIGN SERVICES FOR CARP VIA REAL DESIGNS			
	HOLLIDAY ROCK CO, INC		12/10/2020	Regular	336.81	98656
1228199	Invoice	12/10/2020	CONCRETE FOR SIDEWALK REPAIR			

Warrant Register

Date Range: 12/05/2020 - 01/01/2021

Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Payment Amount	Number
244644	HOUSE SANITARY SUPPLY Invoice	12/10/2020	12/10/2020 Regular BATH TISSUE FOR PUBLIC RESTROOMS		207.97	98657
G29721	ID WORKS, LLC Invoice	12/10/2020	12/10/2020 Regular PUBLIC WORKS HOODIES & BRIM HATS		743.20	98658
53089	IMPULSE ADVANCE COMMUNICATIONS Invoice	12/10/2020	12/10/2020 Regular JANUARY 2020 PHONE SERVICE		1,631.03	98659
2240	INSTITUTE FOR LOCAL GOVERNMENT Invoice	12/10/2020	12/10/2020 Regular AB 1234 ETHICS SELF TEST I & II		50.00	98660
INV0001708	JOHN ILASIN Invoice	12/10/2020	12/10/2020 Regular REIMBURSEMENT OF QSD/QSP CERTIFICATE RENEWAL		225.00	98661
INV0001709	Invoice	12/10/2020	NOVEMBER 2020 MONTHLY CELL PHONE ALLOWANCE			
INV0001710	Invoice	12/10/2020	DECEMBER 2020 MONTHLY CELL PHONE ALLOWANCE			
INV0001711	LAUGHING BUDDHA Invoice	12/10/2020	12/10/2020 Regular REFUND-OVERPAYMENT OF BUSINESS LICENSE		11.00	98662
513607891	MISSION UNIFORM SERVICE Invoice	12/10/2020	12/10/2020 Regular MAT & TOWEL REPLACEMENT AT CITY HALL-11/9/20		38.60	98663
76631	MNS ENGINEERS INC Invoice	12/10/2020	12/10/2020 Regular OCT20 CONSULTANT SERVICES FOR LINDEN/CASITAS PROJ.		2,535.00	98664
00756058	MOFFATT & NICHOL Invoice	12/10/2020	12/10/2020 Regular OCT20 PROJECT MANAGEMENT FOR DUNE & SHORELINE		4,194.94	98665
N8592972	QUADIENT LEASING USA INC. Invoice	12/10/2020	12/10/2020 Regular LEASE PAYMENT FOR POSTAGE MACHINE DEC-MAR 2020		626.29	98666
5446	RISDON'S 76 SERVICE Invoice	12/10/2020	12/10/2020 Regular CAR WASH FOR CODE COMPLIANCE VEHICLE-HM 11/29/20		60.00	98667
6279	Invoice	12/10/2020	CAR WASH FOR CODE COMPLIANCE VEHICLE-HM 11/06/20			
8977	Invoice	12/10/2020	CAR WASH FOR CODE COMPLIANCE VEHICLE-HM 11/13/20			
9832	Invoice	12/10/2020	CAR WASH FOR CODE COMPLIANCE VEHICLE-HM 11/15/20			
CEQA FILING 2012	SANTA BARBARA COUNTY CLERK OF THE BOA Invoice	12/10/2020	12/10/2020 Regular NOTICE OF EXEMPTION FILING FEE		50.00	98668
2020-17997	SMART OFFICE INTERIORS Invoice	12/10/2020	12/10/2020 Regular STORAGE & EXTRA LABOR CHARGES FOR CITY HALL REMODL		9,194.90	98669
NOV20 2-14-791-5	SO CA EDISON Invoice	12/10/2020	12/10/2020 Regular ELECTRICITY-101 ASH AVE		1,119.60	98670
NOV20 2-22-684-6	Invoice	12/10/2020	ELECTRICITY-100 LINDEN			
NOV20 2-26-504-7	Invoice	12/10/2020	ELECTRICITY-CAPP AV/CSTS PAS 609			
NOV20 2-30-652-4	Invoice	12/10/2020	ELECTRICITY-5103 CARPINTERIA AVE			
NOV20 2-32-832-7	Invoice	12/10/2020	ELECTRICITY-941 WALNUT AVE & 4851 5TH ST			
NOV20 2-42-793-7	Invoice	12/10/2020	ELECTRICITY-1115 LINDEN B PED			
NOV20 006 514 27	SO CAL GAS Invoice	12/10/2020	12/10/2020 Regular NATURAL GAS-5305 CARPINTERIA AVE APT B (POOL)		3,913.68	98671
NOV20 014 914 32	Invoice	12/10/2020	NATURAL GAS-5103 CARPINTERIA AVE (FRIENDS OF LIBR)			
NOV20 016 913 95	Invoice	12/10/2020	NATURAL GAS-5775 CARPINTERIA AVENUE (CITY HALL)			
2503992266	TRANSAMERICA EMPLOYEE BENEFITS Invoice	11/01/2020	12/10/2020 Regular NOVEMBER 2020 EMPLOYEE PREMIUMS		598.78	98672
90101958	UNION PACIFIC RAILROAD COMPANY Invoice	12/10/2020	12/10/2020 Regular OCT20 PLAN REVIEW FOR RINCON MULTI-USE TRAIL		275.16	98673
0154583-IN	VENCO WESTERN INC Invoice	12/10/2020	12/10/2020 Regular NOVEMBER 2020 MONTHLY LANDSCAPE MAINTENANCE		6,297.87	98674

Warrant Register

Date Range: 12/05/2020 - 01/01/2021

Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Payment Amount	Number
2502038-IN	Invoice	12/10/2020	AUGUST 2020 IRRIGATION REPAIRS-VIOLA FIELDS			
68933186	WEX BANK (76) Invoice	12/10/2020	12/10/2020 Regular FUEL FOR CITY VEHICLES		132.28	98675
INV0001730	ADELE GOGGIA Invoice	12/17/2020	12/16/2020 Regular Pay Period #26		1,200.00	98676
INV0001738	SEIU LOCAL 620 Invoice	12/17/2020	12/16/2020 Regular Employee Union Dues Contribution		218.85	98677
INV0001739	UNITED WAY OF SANTA BARBARA COUNTY Invoice	12/17/2020	12/16/2020 Regular Employee United Way Contribution		24.00	98678
INV0001731	VANTAGEPOINT TRANSFER AGENTS - 457 Invoice	12/17/2020	12/16/2020 Regular ICMA Employee Contributions		3,417.31	98679
INV0001732	Invoice	12/17/2020	ICMA Employee Contributions			
120776	ADVANTAGE TELECOM Invoice	12/16/2020	12/16/2020 Regular DEC20 EMERGENCY PHONE LINE SERVICES		73.43	98680
4338	BENGAL ENGINEERING Invoice	12/16/2020	12/16/2020 Regular DESIGN SERVICES FOR RINCON TRAIL THROUGH 10/31/20		24,411.50	98681
7700-712694	CALIFORNIA ELECTRIC SUPPLY Invoice	12/16/2020	12/16/2020 Regular PLASTIC TAPE FOR STREET LIGHTING PURPOSES		12.97	98682
PRIM01754-2	CALIFORNIA JPIA Invoice	12/16/2020	12/16/2020 Regular FY20-21 2ND INSTALLMENT WORKERS COMP LIABILITY INS		133,458.00	98683
430733	CARPINTERIA VALLEY LUMBER CO Invoice	12/16/2020	12/16/2020 Regular MATERIAL FOR FENCE AT DOG PARK		938.82	98684
431001	Invoice	12/16/2020	PAINTING MATERIAL, EXTENSION CORD			
431423	Invoice	12/16/2020	PLYWOOD FOR DOG PARK			
431453	Invoice	12/16/2020	TARPS FOR COMPOST PILES AT COMMUNITY GARDEN			
431561	Invoice	12/16/2020	MATERIALS FOR GATV ROOM A/C UNIT			
432016	Invoice	12/16/2020	LEVELER, CEDAR WOOD			
432239	Invoice	12/16/2020	PATCHING MATERIAL, PUTTY, PEST BAIT STATIONS			
432624	Invoice	12/16/2020	PVC STRAP & ELBOW, FITTING, ELECTRICAL TAPE			
432762	Invoice	12/16/2020	GLOVES FOR PUBLIC WORKS			
432904	Invoice	12/16/2020	WOOD, BATTERY, TIES FOR EXTERIOR OF COUNCIL CHAMB.			
432935	Invoice	12/16/2020	MASKING TAPE			
433145	Invoice	12/16/2020	TOOLS FOR PUBLIC WORKS SHOP			
433364	Invoice	12/16/2020	METAL SAFE PAINT, PAINTING MATERIAL			
433384	Invoice	12/16/2020	BIRD-X NET FOR COMMUNITY GARDEN			
433401	Invoice	12/16/2020	EXTENSION CORD FOR COUNCIL TENT HEATER			
NOV20 1554876	CARPINTERIA VALLEY WATER DISTRICT Invoice	12/16/2020	12/16/2020 Regular WATER SERVICE AT TEMPORARY METER		563.61	98685
729556	COAST AUTO PARTS, INC. Invoice	12/16/2020	12/16/2020 Regular MESSAGE BOARD CHARGER, FUEL SYSTEM CLEANER		14.12	98686
56527	COASTAL VIEW NEWS Invoice	12/16/2020	12/16/2020 Regular NOTICE OF VIRTUAL PUBLIC HEARING AD-11/26/20		128.00	98687
DEC20 001 3011 0	COX BUSINESS Invoice	12/16/2020	12/16/2020 Regular DEC20 CITY HALL TV & INTERNET SERVICE		614.84	98688
DEC20 001 3011 0	Invoice	12/16/2020	DEC20-POOL & GARDEN INTERNET & PHONE			
118422	DATA TICKET INC Invoice	12/16/2020	12/16/2020 Regular OCTOBER 2020-ONLINE ACCESS TO CITATION PROCESSING		200.00	98689
	EVERSHADE EXTERIOR CLEANING SOLUTIONS	12/16/2020	Regular		450.00	98690

Warrant Register

Date Range: 12/05/2020 - 01/01/2021

Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Payment Amount	Number
9375	Invoice	12/16/2020	NOV20 CLEANING OF TRASH CANS AT CARP AVE & LINDEN			
	FIRST NATIONAL BANK OF OMAHA	12/16/2020	Regular		13,639.59	98691
NOV20 0503	Invoice	12/16/2020	CREDIT CARD PAYMENT-MR			
NOV20 1949	Invoice	12/16/2020	CREDIT CARD PAYMENT-SG			
NOV20 3696	Invoice	12/16/2020	CREDIT CARD PAYMENT-LM			
NOV20 3727	Invoice	12/16/2020	CREDIT CARD PAYMENT-MA			
NOV20 5544	Invoice	12/16/2020	CREDIT CARD PAYMENT-DD			
NOV20 6160	Invoice	12/16/2020	CREDIT CARD PAYMENT-JI			
NOV20 7578	Invoice	12/16/2020	CREDIT CARD PAYMENT-LH			
	FRONTIER COMMUNICATIONS	12/16/2020	Regular		144.09	98692
DEC20 805-684-76	Invoice	12/16/2020	PHONE SERVICES FOR BOATHOUSE			
	GRACENOTE	12/16/2020	Regular		69.23	98693
9747056276	Invoice	12/16/2020	DEC20 LISTING DISTRIBUTIONS SERVICES-GATV			
	GRAINGER	12/16/2020	Regular		315.37	98694
9712528380	Invoice	12/16/2020	MASK RESPIRATOR, FILTER COVER, DUST PAN			
9712551457	Invoice	12/16/2020	EPOXY PUTTY & AEROSOL PENETRANT FOR PW SHOP			
9712692574	Invoice	12/16/2020	DUST PAN FOR PUBLIC WORKS SHOP			
9721992809	Invoice	12/16/2020	HARDWARE FOR COUNCIL TENT, ELECTRICAL TAPE			
9726303861	Invoice	12/16/2020	DOOR SWEEPS FOR PW SHOP DOOR REPAIR			
	HOME DEPOT CREDIT SERVICES	12/16/2020	Regular		154.13	98695
3114264	Invoice	12/16/2020	HOLIDAY LIGHTS			
	INTERNATIONAL INSTITUTE OF MUNICIPAL CL	12/16/2020	Regular		175.00	98696
11/21/2020	Invoice	12/16/2020	ANNUAL MEMBERSHIP RENEWAL NOTICE FOR 2021			
	JUAN O'S MOBILE REPAIR	12/16/2020	Regular		1,293.08	98697
1260	Invoice	12/16/2020	CARBURATOR REBUILD ON BOOM TRUCK			
	LARRY NIMMER	12/16/2020	Regular		562.50	98698
112020	Invoice	12/16/2020	VIDEO PRODUCTION FOR CITY HALL VIRTUAL TOUR			
	LESLIE'S POOL SUPPLIES INC	12/16/2020	Regular		669.79	98699
00009-02-035769	Invoice	12/16/2020	CHEMICAL SUPPLIES FOR POOL			
	LOCAL GOVERNMENT COMMISSION INC	12/16/2020	Regular		2,363.64	98700
104771	Invoice	12/16/2020	SEP 2020 CIVIC SPARK SERVICES-CONTRACT FOR HM			
	MCCORMIX CORP	12/16/2020	Regular		115.21	98701
975072	Invoice	12/16/2020	FUEL FOR CITY VEHICLES			
	MISSION UNIFORM SERVICE	12/16/2020	Regular		143.00	98702
513644462	Invoice	12/16/2020	UNIFORM SUPPLIES FOR TG-11/16/20			
	MOFFATT & NICHOL	12/16/2020	Regular		4,777.50	98703
00756160	Invoice	12/16/2020	GEOLOGICAL HAZARDS EVAL. REVIEW FOR 6175 CARP AVE			
	MOSS, LEVY & HARTZHEIM LLP	12/16/2020	Regular		4,000.00	98704
25048	Invoice	12/16/2020	AUDIT SERVICES TO DATE			
	PRAXAIR	12/16/2020	Regular		32.88	98705
60255414	Invoice	12/16/2020	WELDING CYLINDER RENTAL 10/20/20-11/20/20			
	ROCKWELL PRINTING	12/16/2020	Regular		1,395.11	98706
36923	Invoice	12/16/2020	PRINTED ENVELOPES FOR CITY HALL			
	ROY HARTHORN	12/16/2020	Regular		8,039.79	98707
1445	Invoice	12/16/2020	NOV20 PLAN CHECK SERVICES			
	SITEONE LANDSCAPE SUPPLY (ALL AROUND)	12/16/2020	Regular		483.80	98708
104589291-001	Invoice	12/16/2020	RAKE, GRASS SHEET			
104688247-001	Invoice	12/16/2020	SAFETY GLASSES FOR AV			

Warrant Register

Date Range: 12/05/2020 - 01/01/2021

Payable #	Vendor Name Payable Type	Post Date	Payment Date Payment Description	Payment Type	Payment Amount	Number
104688369-001	Invoice	12/16/2020	IRRIGATION VALVE FOR ROW LANDSCAPE			
104842557-001	Invoice	12/16/2020	PUSH BROOM, BYPASS LOPPER, TRASH CAN			
105062747-001	Invoice	12/16/2020	POTTING SOIL FOR COMMUNITY GARDEN			
	SO CA EDISON		12/16/2020	Regular	7,494.02	98709
NOV20 2-01-201-6	Invoice	12/16/2020	ELECTRICITY-MULTIPLE LOCATIONS			
	SO CAL GAS		12/16/2020	Regular	109.41	98710
NOV20 140 914 30	Invoice	12/16/2020	NATURAL GAS-941 WALNUT AVE (VETS HALL)			
	STAPLES ADVANTAGE		12/16/2020	Regular	541.35	98711
3461932379	Invoice	12/16/2020	DOCUMENT FRAMES FOR CITY COUNCIL			
3462367621	Invoice	12/16/2020	GLOVES, BATH TISSUE & PAPER TOWELS FOR CITY HALL			
3462367623	Invoice	12/16/2020	GLOVES FOR CITY HALL			
3462367624	Invoice	12/16/2020	GLOVES			
3462367626	Invoice	12/16/2020	BATH TISSUE FOR PUBLIC RESTROOMS			
3462367627	Invoice	12/16/2020	COFFEE SUPPLIES, BATH TISSUE, SPRAY BOTTLE			
3462512347	Invoice	12/16/2020	ENVELOPES			
3462867718	Invoice	12/16/2020	GLOVES FOR CITY HALL			
	THE STORAGE PLACE		12/16/2020	Regular	370.00	98712
48680	Invoice	12/16/2020	UNIT 0905 RENT 12/23/20-01/22/21			
	THE WHARF		12/16/2020	Regular	217.01	98713
79383	Invoice	12/16/2020	SAFETY EQUIPMENT FOR D.H.			
	THOMAS N. LAMMER		12/16/2020	Regular	443.72	98714
INV0001715	Invoice	12/16/2020	PROJECT CLOSE OUT & REFUND			
	THOMSON REUTERS		12/16/2020	Regular	163.18	98715
843417943	Invoice	12/16/2020	NOV20 WEST INFORMATION CHARGES			
	TRAFFIC TECHNOLOGIES LLC		12/16/2020	Regular	1,477.63	98716
36089	Invoice	12/16/2020	BIKE SHARE ROAD SIGNS			
36204	Invoice	12/16/2020	VINYL FLAG WITH HANDLE			
36221	Invoice	12/16/2020	POSTS USED TO DISPLAY SIGNS			
	TRI-CO REPROGRAPHICS		12/16/2020	Regular	138.95	98717
131076	Invoice	12/16/2020	COLOR SCANNING, DE & REBIND, PDF EXTRACT-11/2/20			
131140	Invoice	12/16/2020	COLOR SCANNING, PDF EXTRACT, FILE RENAME-11/3			
131271	Invoice	12/16/2020	COLOR SCANNING, PDF EXTRACT, FILE RENAME-11/5			
131518	Invoice	12/16/2020	COLOR SCANNING, DE & REBIND, PDF EXTRACT-11/10/20			
131521	Invoice	12/16/2020	COLOR SCANNING, DE & REBIND, PDF EXTRACT-11/10/20			
131738	Invoice	12/16/2020	COLOR SCANNING, DE & REBIND, PDF EXTRACT-11/16/20			
132064	Invoice	12/16/2020	COLOR SCANNING, FILE RENAME-11/20/20			
	WATAUGA CONSULTING, INC		12/16/2020	Regular	9,531.00	98718
1212T	Invoice	12/16/2020	CONSULTING SERVICES FOR CDD PROJECTS			
	WATER GEAR INC		12/16/2020	Regular	47.71	98719
949	Invoice	12/16/2020	BACKSTROKE FLAGS FOR COMMUNITY POOL			
	WEST COAST ARBORISTS, INC.		12/16/2020	Regular	4,590.00	98720
166534	Invoice	12/16/2020	TREE MAINTENANCE-11/01/20-11/15/20			
	WOOD ENVIRONMENT & INFRASTRUCTURE S		12/16/2020	Regular	921.06	98721
S49834183	Invoice	12/16/2020	DUNE & SHORELINE PROJECT SERVICES THROUGH 10/30/20			
	AFLAC		12/29/2020	Regular	436.35	98722
635822	Invoice	12/31/2020	DECEMBER 2020 EMPLOYEE PREMIUMS			
	AT&T MOBILITY		12/29/2020	Regular	326.50	98723
287270260355X12	Invoice	12/29/2020	CITY HALL MONTHLY PHONE BILL- DECEMBER 2020			
	BIG GREEN CLEANING COMPANY		12/29/2020	Regular	3,027.00	98724

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Date Range: 12/05/2020 - 01/01/2021

Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Payment Amount	Number
<u>566811</u>	Invoice	12/29/2020	EMERGENCY CLEAN UP & VIOLA & MONTE VISTA-11/9-11			
<u>566812</u>	Invoice	12/29/2020	SHAMPOOING OF CHAMBER ROOM ENTRANCE CARPET-11/6			
<u>567075</u>	Invoice	12/29/2020	DEC20 CONTRACTED CLEANING SERVICE-5103 CARP AVE			
<u>567076</u>	Invoice	12/29/2020	DEC20 CONTRACTED CLEANING SERVICE-CITY & VETS HALL			
	BROWNSTEIN HYATT FARBER SCHRECK		12/29/2020 Regular		87,905.00	98725
<u>825216</u>	Invoice	12/29/2020	PROFESSIONAL LEGAL SERVICES THROUGH 11/30/2020			
<u>825217</u>	Invoice	12/29/2020	PROFESSIONAL LEGAL SERVICES THROUGH 11/30/2020			
<u>825218</u>	Invoice	12/29/2020	PROFESSIONAL LEGAL SERVICES THROUGH 11/30/2020			
	CANON FINANCIAL SERVICES, INC		12/29/2020 Regular		1,355.50	98726
<u>22272052</u>	Invoice	12/29/2020	JAN21 LEASE CONTRACT FOR COPY MACHINES- CR5225, IR6275, C5!			
	COX BUSINESS		12/29/2020 Regular		135.94	98727
<u>DEC20 001 3011 0</u>	Invoice	12/29/2020	DEC20-VETS HALL INTERNET SERVICE			
	DOCUPRODUCTS		12/29/2020 Regular		14.72	98728
<u>213389</u>	Invoice	12/13/2020	CANON 6275 COPIER METER USAGE-11/10/20-12/09/20			
	ENCOMPASS CONSULTANT GROUP, INC		12/29/2020 Regular		30,663.75	98729
<u>02529</u>	Invoice	12/29/2020	NOV20 ENGINEERING SERVICES FOR 2021 PAVE REHAB			
	INTERWEST CONSULTING GROUP		12/29/2020 Regular		3,360.00	98730
<u>64636</u>	Invoice	12/29/2020	OCT20 TRAFFIC AUGMENTATION SERVICES			
	MISSION UNIFORM SERVICE		12/29/2020 Regular		77.20	98731
<u>513735618</u>	Invoice	12/29/2020	MAT & TOWEL REPLACEMENT AT CITY HALL-11/30/20			
<u>513784617</u>	Invoice	12/29/2020	MAT & TOWEL REPLACEMENT AT CITY HALL-12/7/20			
	OAKRIDGE GEOSCIENCE INC		12/29/2020 Regular		1,295.00	98732
<u>056.005-02</u>	Invoice	12/29/2020	GEOTECHNICAL CONSTRUCTION INSPECTION			
	POLICORE INC.		12/29/2020 Regular		3,333.68	98733
<u>402136</u>	Invoice	12/13/2020	IT SERVICES FOR NOVEMBER 2020			
	PROJECT SUPPORT SERVICES INC.		12/29/2020 Regular		218.75	98734
<u>03092703</u>	Invoice	12/29/2020	NOV20 PROJECT SERVICES FOR POOL MULTIPURPOSE ROOM			
	SANSUM CLINIC		12/29/2020 Regular		345.00	98735
<u>45059</u>	Invoice	12/13/2020	PRE PLACEMENT HEALTH SCREENING FOR RA			
	SANTA BARBARA COUNTY, SHERIFF'S DEPT		12/29/2020 Regular		340,878.67	98736
<u>1068</u>	Invoice	12/29/2020	NOV20 CONTRACTED LAW ENFORCEMENT SERVICES			
	SANTA BARBARA PEST CONTROL		12/29/2020 Regular		120.00	98737
<u>125827</u>	Invoice	12/13/2020	NOV20 PEST CONTROL AT CITY HALL			
<u>125828</u>	Invoice	12/13/2020	NOV20 PEST CONTROL AT VETS HALL			
	SO CA EDISON		12/29/2020 Regular		37.84	98738
<u>NOV20 2-25-126-2</u>	Invoice	12/29/2020	ELECTRICITY-6145 CARPINTERIA AVENUE			
<u>NOV20 2-27-939-9</u>	Invoice	12/29/2020	ELECTRICITY-5781 CARPINTERIA AVENUE			
	SOLID WASTE SOLUTIONS INC		12/29/2020 Regular		327.00	98739
<u>173</u>	Invoice	12/29/2020	ANNUAL REPORT PREPARATION			
	SPECTRUM AQUATICS *		12/29/2020 Regular		1,082.49	98740
<u>0192171-IN</u>	Invoice	12/29/2020	ADA LIFT REPAIR AT POOL			
	STANTEC CONSULTING SERVICES INC		12/29/2020 Regular		27,645.31	98741
<u>1731002</u>	Invoice	12/29/2020	NOV20 PROJECT SERVICES FOR LINDEN AVE IMPROVEMENTS			
	STAPLES ADVANTAGE		12/29/2020 Regular		34.58	98742
<u>3463079685</u>	Invoice	12/29/2020	GLOVES FOR PUBLIC WORKS SHOP			
<u>3463079699</u>	Invoice	12/29/2020	GLOVES FOR PUBLIC WORKS SHOP			
	UNDERGROUND SERVICE ALERT OF SOUTHER		12/29/2020 Regular		59.50	98743

Warrant Register

Date Range: 12/05/2020 - 01/01/2021

Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Payment Amount	Number
1120200154	Invoice	12/29/2020	NOV20 NEW MONTHLY TICKET CHARGES & DATABASE FEE			
2020-0240	ZWORLD GIS Invoice	12/29/2020	12/29/2020 MAPPING/GIS SERVICES	Regular	2,500.00	98744
INV0001760	SEIU LOCAL 620 Invoice	12/31/2020	12/29/2020 Employee Union Dues Contribution	Regular	226.18	98745
INV0001761	UNITED WAY OF SANTA BARBARA COUNTY Invoice	12/31/2020	12/29/2020 Employee United Way Contribution	Regular	24.00	98746
INV0001756	VANTAGEPOINT TRANSFER AGENTS - 457 Invoice	12/31/2020	12/29/2020 ICMA Employee Contributions	Regular	3,517.31	98747
INV0001757	Invoice	12/31/2020	ICMA Employee Contributions			
DEC20 PREMIUMS	GUARDIAN Invoice	12/31/2020	12/29/2020 DEC20 PREMIUMS	Regular	6,729.12	98748
2504022635	TRANSAMERICA EMPLOYEE BENEFITS Invoice	12/31/2020	12/29/2020 DECEMBER 2020 EMPLOYEE PREMIUMS	Regular	598.78	98749
DEC20 PREMIUMS	CalPERS HEALTH Invoice	12/10/2020	12/10/2020 DEC20 HEALTH PREMIUMS CITY COUNCIL	Bank Draft	9,299.55	DFT0001266
DEC20 PREMIUMS	CalPERS HEALTH Invoice	12/10/2020	12/10/2020 DEC20 HEALTH PREMIUMS	Bank Draft	50,614.81	DFT0001267



City of Carpinteria

COUNCIL AGENDA STAFF REPORT January 11, 2021

ITEM FOR COUNCIL CONSIDERATION

Monthly City Treasurer's Report on Compliance with Statement of Safekeeping and Investment of Public Funds.

STAFF RECOMMENDATION

Action Item ☐ Non-Action Item ☒

Receive and file the report

Sample Motion: None required

BACKGROUND / DISCUSSION

The City Council is the City of Carpinteria trustees and authorized to make investment decisions concerning public funds that are subject to the prudent investment standard. The Prudent Investor Standard of the California Government Code Section 53600.3 states, "when investing, reinvesting, purchasing, acquiring, exchanging, selling or managing public funds, a trustee shall act with care, skill, prudence and diligence under circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated need of the City, that a prudent person in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the City." The standard or prudence to be used by investment officials shall be applied in the context of managing the overall portfolio.

Trustees are those persons authorized to make investment decisions on behalf of a local agency. Trustees or City Investment officials, acting in accordance with investment policy and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk changes or market price changes, provided deviations from expectations are reported in a timely manner and appropriate action is taken to control adverse developments.

The purpose of this agenda matter is to provide the City Council with the required monthly Treasurer's Report.

POLICY CONSISTENCY

The City is in compliance with the adopted Statement of Safekeeping and Investment of Public Funds.

FINANCIAL CONSIDERATIONS

Cash Statement: At November 30, 2020, the City held cash and cash investments as shown in the table below.

Table I

CASH ACTIVITY FOR THE MONTH:

Cash and Investment Beginning of the Month	11,373,103.35
Cash Receipts	4,046,811.14
Cash Disbursements	(3,878,204.79)
Cash and Investment End of the Month	<u>11,541,709.70</u>

Investments:

Changes in the market value of treasury securities are inversely proportional to changes in interest rates demanded in the open market, i.e., when rates rise market values fall, when rates fall market values rise. The sensitivity of a portfolio's market value to these changes in market rates is a function of its days to maturity and its coupon rate. Securities with longer maturities and/or lower coupon rates are more sensitive to changes in market interest rates. As a security matures, changes in its value become less sensitive to market rate changes.

At November 30th the portfolio's average days to maturity was 1.78 years, the average coupon rate was 2.07%, the average yield to maturity was 0.15%, the par value was \$5,330,000 and Market Value was \$5,315,690.89.

The City does not intend to sell nor does it have any foreseeable need to sell any securities. The intention of the City's investment policy is to hold all securities to maturity; and securities so held are redeemed at par value resulting in no net market gain or loss.

Attached for City Council review is the Treasurer's Report that details a listing of all the investments and cash activity during the month.

The City of Carpinteria will be able to meet all expenditure obligations that might reasonably be anticipated for the next six-month period June 1, 2021.

LEGAL

This report has been prepared in compliance with California Government Code Sections 53600 and 53646.

PRINCIPAL PARTIES EXPECTED AT MEETING

Unknown

ATTACHMENTS

A: City of Carpinteria Treasurer's Report

Staff contact: Licette Maldonado,
Administrative Services Director
(805) 755-4448, licettem@ci.carpinteria.ca.us


Signature

Reviewed by: Dave Durlinger, City Manager
(805) 755-4400, daved@ci.carpinteria.ca.us


Signature

City of Carpinteria Treasurer's Report

CITY OF CARPINTERIA TREASURER'S REPORT
For the Month Ended November 2020

CASH ACTIVITY FOR THE MONTH:

Cash and Investment Beginning of the Month	11,373,103.35
Cash Receipts	4,046,811.14
Cash Disbursements	(3,878,204.79)
Cash and Investment End of the Month	<u>11,541,709.70</u>

CASH AND INVESTMENT PORTFOLIO:

<u>Type of Investment/Coupon/CUSIP #</u>	<u>Institution/Issuer</u>	<u>Yield to Maturity</u>	<u>Maturity Date</u>	<u># Days to Maturity</u>	<u>Par Value</u>	<u>Market Value (1)</u>	<u>Book Value (2)</u>
Demand Deposit - General Checking	Montecito Bank	N/A	N/A	N/A	(117,536.23)	(117,536.23)	(117,536.23)
Demand Deposit - Premier Public Money Market	Montecito Bank	0.62%	12/1/2020	1	2,021,700.71	2,021,700.71	2,021,700.71
Demand Deposit - Section 125 Checking	Montecito Bank	N/A	N/A	N/A	2,911.84	2,911.84	2,911.84
Demand Deposit - Payroll Checking	Montecito Bank	N/A	N/A	N/A	102,338.35	102,338.35	102,338.35
Demand Deposit - Money Market	Charles Schwab	0.01%	12/1/2020	1	343,935.62	343,935.62	343,935.62
Local Agency Investment Fund	State of California	0.62%	12/1/2020	1	3,872,225.59	3,872,225.59	3,872,225.59
Treasury Note, 1.75%, (912828N48)	U.S. Government	0.09%	12/31/2020	31	84,000.00	83,859.97	83,859.97
Treasury Note, 1.375% (912828N89)	U.S. Government	0.10%	1/31/2021	62	88,000.00	87,489.11	87,489.11
Treasury Note, 1.125% (912828P87)	U.S. Government	0.12%	2/28/2021	90	92,000.00	91,803.96	91,803.96
Treasury Note, 2.5% (9128286D7)	U.S. Government	0.15%	2/28/2021	90	100,000.00	100,005.28	100,020.72
Treasury Note, 1.25% (912828Q37)	U.S. Government	0.10%	3/31/2021	121	101,000.00	100,586.10	100,586.10
Treasury Note, 1.375% (912828Q78)	U.S. Government	0.11%	4/30/2021	151	101,000.00	101,039.03	101,378.75
Treasury Note, 1.375% (912828R77)	U.S. Government	0.13%	5/31/2021	182	90,000.00	89,913.36	89,913.36
Treasury Note, 1.125% (912828S27)	U.S. Government	0.13%	6/30/2021	212	93,000.00	92,581.69	92,581.69
Treasury Note, 1.125%, (912828S76)	U.S. Government	0.14%	7/31/2021	243	94,000.00	93,749.81	93,749.81
Treasury Note, 1.125%, (9128282F6)	U.S. Government	0.14%	8/31/2021	274	91,000.00	91,000.00	91,000.00
Treasury Note, 1.125%, (912828T34)	U.S. Government	0.15%	9/30/2021	304	91,000.00	90,982.35	90,982.35
Treasury Note, 1.25%, (912828T67)	U.S. Government	0.15%	10/31/2021	335	94,000.00	93,759.60	93,759.60
Treasury Note, 1.75%, (912828U65)	U.S. Government	0.14%	11/30/2021	365	95,000.00	94,954.72	94,954.72
Treasury Note, 2.0%, (912828U81)	U.S. Government	0.14%	12/31/2021	396	107,000.00	106,711.89	106,711.89
Treasury Note, 1.875%, (912828V72)	U.S. Government	0.15%	1/31/2022	427	130,000.00	129,304.11	129,304.11
Treasury Note, 1.875%, (912828W55)	U.S. Government	0.15%	2/28/2022	455	138,000.00	137,594.13	137,594.13
Treasury Note, 1.875%, (912828W89)	U.S. Government	0.15%	3/31/2022	486	132,000.00	131,530.54	131,530.54
Treasury Note, 1.875%, (912828X47)	U.S. Government	0.16%	4/30/2022	516	166,999.00	166,999.92	166,999.92
Treasury Note, 1.75%, (912828XR6)	U.S. Government	0.16%	5/31/2022	547	179,000.00	178,310.26	178,310.26
Treasury Note, 1.75%, (912828XW5)	U.S. Government	0.16%	6/30/2022	577	177,000.00	176,343.17	176,343.17
Treasury Note, 1.875%, (9128282P4)	U.S. Government	0.16%	7/31/2022	608	177,000.00	176,924.33	176,924.33
Treasury Note, 1.625%, (9128282S8)	U.S. Government	0.16%	8/31/2022	639	168,000.00	167,062.69	167,062.69
Treasury Note, 1.875%, (9128282W9)	U.S. Government	0.16%	9/30/2022	669	165,000.00	164,718.17	164,718.17
Treasury Note, 2.0%, (9128283C2)	U.S. Government	0.16%	10/31/2022	700	179,000.00	178,509.11	178,509.11
Treasury Note, 2.0%, (912828M80)	U.S. Government	0.17%	11/30/2022	730	175,000.00	174,454.00	174,454.00
Treasury Note, 2.125%, (912828N30)	U.S. Government	0.17%	12/31/2022	761	161,000.00	160,091.79	160,091.79
Treasury Note, 2.375%, (9128283U2)	U.S. Government	0.17%	1/31/2023	792	169,000.00	168,003.85	168,003.85
Treasury Note, 2.625%, (9128284A5)	U.S. Government	0.17%	2/28/2023	820	171,000.00	171,096.32	171,184.09

CITY OF CARPINTERIA TREASURER'S REPORT
For the Month Ended November 2020

Treasury Note, 2.5%, (9128284D9)	U.S. Government	0.17%	3/31/2023	851	171,000.00	170,243.30	170,243.30
Treasury Note, 2.625%, (9128284U1)	U.S. Government	0.19%	6/30/2023	942	100,000.00	99,563.57	99,563.57
Treasury Note, 2.75%, (912828Y61)	U.S. Government	0.19%	7/31/2023	973	400,000.00	398,795.22	398,795.22
Treasury Note, 2.75%, (9128284X5)	U.S. Government	0.20%	8/31/2023	1004	400,000.00	399,721.60	399,721.60
Treasury Note, 2.875%, (9128285D8)	U.S. Government	0.20%	9/30/2023	1034	250,000.00	249,335.00	249,335.00
Treasury Note, 2.5%, (9128285Z9)	U.S. Government	0.22%	1/31/2024	1157	200,000.00	199,388.94	199,388.94
Treasury Note, 2.375%, (9128286G0)	U.S. Government	0.23%	2/29/2024	1186	200,000.00	199,264.00	199,264.00
					11,555,575.88	11,541,266.77	11,541,709.70

REPORT ON COMPLIANCE WITH STATEMENT OF SAFEKEEPING AND INVESTMENT OF PUBLIC FUNDS

The City is in compliance with the adopted Statement of Safekeeping and Investment of Public Funds.

REPORT OF ABILITY TO MEET REQUIRED EXPENDITURES FOR THE NEXT SIX MONTHS

Based upon currently budgeted revenues and expenditures, the City currently has sufficient liquid financial resources to meet anticipated expenditures during the period 12/01/20 through 6/01/21.

WEIGHTED AVERAGE MATURITY OF PORTFOLIO

As of November 30, 2020 the weighted average days to maturity of the City's investment portfolio is 1.78 years.

FOOTNOTES TO REPORT/DEFINITION OF TERMS:

- (1) The market value of U.S. Government Securities was provided by the custodial agent, Charles Schwab.
For the Local Agency Investment Fund the market value represents the contract value.

For all other investments, the market value is equal to book value.

- (2) Book value of demand deposits equals the bank balance minus outstanding checks plus deposits-in-transit.

Par Value: Equals face value of security (value of the security when it reaches maturity).

Market Value: The last price for which a security was bought or sold. In this case, the value as of the last day of the month of this report.

Book Value: The amount at which the security is carried in the City's accounting records (adjusted at year-end for GASB 40 reporting purposes).



City of Carpinteria

COUNCIL AGENDA STAFF REPORT January 11, 2021

ITEM FOR COUNCIL CONSIDERATION

Authorize the Mayor to Execute an Amended Cost Sharing Agreement between the City and the California Department of Transportation for Sharing of Cost related to State Highway Electrical Facilities.

STAFF RECOMMENDATION

Action Item X ; Non-Action Item

1. Authorize the Mayor to execute an Amended Agreement between the City and the California Department of Transportation for Sharing Cost of State Highway Electrical Facilities.
2. Appropriate \$4,000 of Measure A Funds in Fiscal Year 2020-21 for the City's cost share of State Highway Electrical Facilities.

Sample Motion: I move to authorize:

1. Authorize the Mayor to execute an Amended Agreement between the City and the California Department of Transportation for Sharing Cost of State Highway Electrical Facilities.
2. Appropriate \$4,000 of Measure A Funds in Fiscal Year 2020-21 for the City's cost share of State Highway Electrical Facilities.

BACKGROUND

On November 23, 2015, the City Council adopted Resolution No. 5632, approving the Conditional Use Permit and Coastal Development Permit for Caltrans' Linden Avenue and Casitas Pass Road Interchanges and Via Real Extension Project (Permit No. 09-1522-CUP/CDP). Concurrent with the approval of said project, the City Council also authorized the Mayor to execute the Freeway Maintenance Agreement with Caltrans as it relates to the improvements that are a part of the project. The Freeway Maintenance Agreement is required for the assignment of roles and responsibilities regarding the maintenance of the freeway, local road freeway overcrossings, and adjacent local roadways. Under the terms of the Freeway Maintenance Agreement, it may be updated as necessary at the request of the City or Caltrans.

On February 8, 2016, the City Council authorized the Mayor to execute a revised Freeway Maintenance Agreement in which the terms of the shared cost of State Highway electrical facilities were omitted and deferred at such time when the design or construction of the electrical facilities is completed.

On April 1, 2019, the Planning Commission adopted Resolution No. PC-19-005, approving the Conditional Use Permit and Coastal Development Permit for Caltrans' Highway 101- Carpinteria to Santa Barbara Project (Permit No. 18-1920-CUP/CDP). Electrical facilities are also a part of this project.

The purpose of this agenda matter is for the City Council to authorize the Mayor to execute the amendment to the Agreement for Sharing Cost of State Highway Electrical Facilities with Caltrans for both said projects.

DISCUSSION

The electrical facilities listed below are included in the proposed amended Cost Sharing Agreement. The amended Agreement is necessary in order to capture costs associated with new electrical facilities that were installed as a part of the Linden-Casitas Interchanges Project. The list of improvements is, however, intended to be comprehensive, capturing both new and existing State Highway Electrical Facilities subject to cost sharing.

Street Lights

Location	Caltrans Project
Bailard Ave/Southbound Highway 101 On-ramp	Highway 101- Carpinteria to Santa Barbara Project
Bailard Ave/Southbound Highway 101 Off-ramp	Highway 101- Carpinteria to Santa Barbara Project
Bailard Ave/Northbound Highway 101 On-ramp	Highway 101- Carpinteria to Santa Barbara Project
Bailard Ave/Northbound Highway 101 Off-ramp	Highway 101- Carpinteria to Santa Barbara Project

Traffic Signals

Location	Caltrans Project
Via Real/Northbound Highway 101 On- and Off-ramps	Linden Avenue and Casitas Pass Road Interchanges and Via Real Extension Project
Via Real/Casitas Pass Rd	Linden Avenue and Casitas Pass Road Interchanges and Via Real Extension Project
Casitas Pass Rd/Southbound Highway 101 On- and Off-ramps	Linden Avenue and Casitas Pass Road Interchanges and Via Real Extension Project
Linden Ave/Southbound Highway 101 On-ramp	Linden Avenue and Casitas Pass Road Interchanges and Via Real Extension Project
Santa Monica Rd/Northbound Highway 101 On- and Off-ramps	Highway 101- Carpinteria to Santa Barbara Project

See Attachment A for the proposed amended Cost Sharing Agreement for State Highway Electrical Facilities, which also includes details of the cost share proportions.

POLICY CONSISTENCY

The recommendation is consistent with the goals, objectives, and policy statements in the Circulation Element of the General Plan/Local Coastal Plan.

FINANCIAL CONSIDERATIONS

There are financial impacts to the City for executing the amended Cost Sharing Agreement. The estimated annual expense is \$4,000. The expense account for which the billing would be paid for is Expense Account No. 215-431-5400 (Measure A Fund) as electric utility expenses.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

There are no additional legal or risk management considerations presented with this report.

OPTIONS

1. Approve the staff recommendations.
2. Direct changes to the recommended actions.
3. Decline to approve the staff recommendations.

PRINCIPAL PARTIES EXPECTED AT MEETING

There are no principal parties expected at the meeting.

ATTACHMENTS

Attachment A: Amendment to the Agreement for Sharing Cost of State Highway Electrical Facilities

Staff contact:
John L. Ilasin, Public Works Director
(805) 880-3402; johni@ci.carpinteria.ca.us

Reviewed by:
Dave Durflinger, City Manager
(805) 755-4400, daved@ci.carpinteria.ca.us


Signature

Signature

ATTACHMENT A

Amendment to the Agreement for Sharing Cost of State Highway Electrical Facilities

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DEPARTMENT OF TRANSPORTATION

CALTRANS DISTRICT 5
50 HIGUERA STREET
SAN LUIS OBISPO, CA 93401-5415
PHONE (805) 549-3101
FAX (805) 549-3329
TTY 711
www.dot.ca.gov



*Making Conservation
a California Way of Life.*

December 19, 2019

John Ilasin
Public Works Director
City of Carpinteria
4180 Via Real, Suite E
Carpinteria, CA 93013

Dear Mr. Ilasin,

Attached for your review and approval is an amendment to the Exhibit "A" of the shared Electrical Agreement between the City of Carpinteria and the California Department of Transportation dated December 19, 2019. This amendment includes the future signal and lighting at Santa Monica Road and the Route 101 northbound ramps. Additional electrical billing will begin at completion of signal installation and acceptance of project. Please replace the attached Exhibit "A" to your original copy of the Agreement dated March 21, 2016.

If you agree with these changes, please acknowledge your concurrence by returning two signed copies of this letter to the attention of Julie Gonzalez at the above referenced address.

Should you have any questions, please contact Julie Gonzalez at (805) 549-3048 or julie.m.gonzalez@dot.ca.gov.

Sincerely,

A handwritten signature in blue ink, reading "Sara von Schwind", is written over a blue circular stamp that partially obscures the signature.

Sara von Schwind
Deputy District Director
Maintenance & Operations

Mr. John Ilasin
December 19, 2019
Page 2

Enclosure

WE, the City of Carpinteria, acknowledge receipt of the above noted revision of Exhibit "A".

_____, Mayor Name and Title	_____ Date
--------------------------------	---------------

EXHIBIT "A"

City of CARPINTERIA

Effective December 19, 2019

TRAFFIC SIGNAL AND LIGHTING AGREEMENT

BASIS OF COST DISTRIBUTION

State-Owned and Maintained

Billed by the State

LIGHTS

<u>Route</u>	<u>E Number/ Pole No.</u>	<u>Location</u>	<u>Type of Facility</u>	<u>Cost Distribution</u>	
			<u>HPS or LED Equivalent</u>	<u>State</u>	<u>City</u>
101	OZ158	Bailard/SB ramps	200 W HPS	50	50
101	OZ159	Bailard/SB ramps	200 W HPS	50	50
101	OZ160	Bailard/NB ramps	200 W HPS	50	50
101	OZ162	Bailard/NB ramps	200 W HPS	50	50

SIGNALS and Lighting

<u>Route</u>	<u>E Number/ Pole No.</u>	<u>Location</u>	<u>Type of Facility</u>	<u>Cost Distribution</u>	
			<u>HPS or LED Equivalent</u>	<u>State</u>	<u>City</u>
101	EB2A	Via Real/NB ramps	Signal/lighting	33	67
101	EB2B	Via Real/Casitas Pass	Signal/lighting	0	100
101	EB2C	Casitas Pass/SB ramps	Signal/lighting	50	50
101	EB3A	Linden/SB ramp	Signal/lighting	33	67
101	EB3B	Santa Monica/NB ramps	Signal/lighting	25	75

**AGREEMENT FOR SHARING COST OF STATE HIGHWAY
ELECTRICAL FACILITIES WITH CITY OF CARPINTERIA**

THIS AGREEMENT is made effective this 21ST day of MARCH, 2016, by and between the State of California, acting by and through the Department of Transportation, hereinafter referred to as "STATE" and the CITY of CARPINTERIA, hereinafter referred to as "CITY" and collectively referred to as "PARTIES."

This Agreement shall supersede any previous Agreement and/or Amendments thereto for sharing State-incurred costs with the CITY.

The cost of operating and maintaining flashing-beacons traffic-signals, traffic-signal systems, safety-lighting, and sign-lighting now in place at the intersection of any State Highway Route and any CITY street/road shall be shared as shown in Exhibit "A".

NOW THEREFORE IT IS AGREED:

1. Basis for Billing:

~~1.1. It is agreed that monthly billings for flashing beacons, traffic signals, and traffic-signal systems shall be based on actual intersection costs, which are as follows:~~

~~1.1.1. Maintenance Labor, including overhead assessment, other expenses including, equipment, materials, and miscellaneous expenses~~

~~1.1.2. Electrical energy~~

~~1.2. It is agreed that monthly billings for safety lighting and sign lighting shall be based on calculated unit costs derived by averaging STATE's District wide costs each month. Costs are as follows:~~

~~1.2.1. Maintenance Labor, including overhead assessment, other expenses including, equipment, materials, and miscellaneous expenses~~

~~1.2.2. Electrical energy~~

1.3. It is agreed that monthly billings invoiced to CITY for State-owned and maintained electrical facilities identified in Exhibit "A" will be based on actual costs paid by STATE, when derived from utility company billings. STATE will bill CITY monthly in arrears for any CITY share of electrical facilities expenses shown in Exhibit "A".

2. Exhibit "A" will be amended, as necessary by written concurrence of both parties, to reflect changes to the system.

3. STATE costs and expenses assumed under the terms of this Agreement are conditioned upon the passage of the annual State of California Budget by the Legislature, the allocation of funding by the California Transportation Commission as appropriate, and the encumbrance of funding to the District Office of STATE to pay the billings by CITY.

4. LEGAL RELATIONS AND RESPONSIBILITIES

- 4.1. Nothing within the provisions of this Agreement is intended to create duties or obligations to or rights in third parties not PARTIES to this Agreement or to affect the legal liability of a PARTY to the Agreement by imposing any standard of care with respect to the operation and maintenance of STATE highways and local facilities different from the standard of care imposed by law.
- 4.2. Neither CITY nor any officer or employee thereof is responsible for any injury, damage or liability occurring by reason of anything done or omitted to be done by STATE, under or in connection with any work, authority or jurisdiction conferred upon STATE arising under this Agreement. It is understood and agreed that STATE shall fully defend, indemnify and save harmless CITY and all of their officers and employees from all claims, suits or actions of every name, kind and description brought forth under, including, but not limited to, tortious, contractual, inverse condemnation and other theories or assertions of liability occurring by reason of anything done or omitted to be done by STATE necessary to cure a noticed default on the part of the CITY.
- 4.3. Neither STATE nor any officer or employee thereof is responsible for any injury, damage or liability occurring by reason of anything done or omitted to be done by CITY under or in connection with any work, authority or jurisdiction conferred upon CITY and arising under this Agreement. It is understood and agreed that CITY shall fully defend, indemnify and save harmless STATE and all of its officers and employees from all claims, suits or actions of every name, kind and description brought forth under, including, but not limited to, tortious, contractual, inverse condemnation or other theories or assertions of liability occurring by reason of anything done or omitted to be done by CITY under this Agreement.
5. TERMINATION - This Agreement may be terminated by timely mutual written consent by PARTIES; by either party upon thirty (30) days' notice to the other party.
6. TERM OF AGREEMENT - This Agreement shall become effective on the date first shown on its face sheet and shall remain in full force and effect until amended or terminated at any time upon mutual consent of the PARTIES or until terminated by STATE for cause.

PARTIES are empowered by Streets and Highways Code Section 114 and 130 to enter into this Agreement and have delegated to the undersigned the authority to execute this Agreement on behalf of the respective agencies and covenants to have followed all the necessary legal requirements to validly execute this Agreement.

IN WITNESS WHEREOF, PARTIES hereto have set their hands and seals the day and year first above written.

THE CITY OF CARPINTERIA

STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION

By: 
GREGG CARTY
Mayor, City of Carpinteria

MALCOLM DOUGHERTY
Director of Transportation

Initiated and Approved

By: 
DAVE DURFINGER
City Manager

ATTEST:

By: 
FIDELA GARCIA
CITY Clerk

By: 
SARA VON SCHWIND
Deputy District Director
Maintenance & Operations
District 5

~~As to Form and Procedure:~~

By: 
PETER BROWN, on behalf of
Brownstein Hyatt Farber Schreck, LLP
Acting as CITY Attorney of the
City of Carpinteria

By: _____
~~Legal Division Attorney~~
~~California Department of Transportation~~



City of Carpinteria

COUNCIL AGENDA STAFF REPORT January 11, 2021

ITEM FOR COUNCIL CONSIDERATION

Amendment to the Compensation Schedule of Hourly Rated Positions.

STAFF RECOMMENDATION

Action Item X ; Non-Action Item

Approve Resolution No. 6016, thereby revising the Compensation Schedule of Hourly Rated Positions, effective the first full pay period after January 1, 2021.

Sample Motion: I move to adopt Resolution No. 6016, as read by title only, approving the Compensation Schedule of Hourly Rated Positions.

BACKGROUND

Hourly rated employees of the City of Carpinteria are not hired for any specified term and are considered to be “at will” employees who are not eligible for benefits. Part-Time, Temporary, and Seasonal employees are hourly rated employees in positions which are required to work less than 999 hours per fiscal year. These positions are hourly rated non-career positions where there is no established career path.

To comply with the California Minimum Wage Law increases, positions earning below minimum wage such as Crossing Guards and Clerk/Cashier wages were adjusted in 2014, 2015, 2016, 2017, 2018, 2019, and 2020.

DISCUSSION

On April 4, 2016, Governor Brown Signed Senate Bill 3 into law. This created ground-breaking legislation to increase California's' minimum wage to \$15 per hour by the year 2022 (an increase of 50%). The minimum wage will increase as follows:

<u>Year</u>	<u>Amount</u>
January 1, 2019	\$12.00

January 1, 2020	\$13.00
January 1, 2021	\$14.00
January 1, 2022	\$15.00

Once the \$15.00 minimum wage marker is ultimately attained, the bill also increases annual inflation-related increases tied to the U.S. Consumer Price Index (CPI) (which are not to exceed 3.5% in a year, with resulting amount rounded to the nearest \$0.19.) This "inflation increase will be calculated each year on August 1st, and any change will take effect on January 1st of the following year.

To be in compliance with the law, it is being recommended that positions below the \$14.00 per hour minimum wage be adjusted effective January 1, 2021. Positions to be adjusted:

- Clerk/Cashier I
- Crossing Guard
- Pool Lifeguard I
- Administrative Services Intern
- Managing Cashier/Clerk
- Assistant Swim Coach
- Aqua Aerobics Instructor I
- Recreation Leader II
- Pool Lifeguard II

Having a competitive compensation is critical for the recruitment and retention of employees and the maintenance of an effective and efficient work force to serve the community. The City of Carpinteria has hired CPS Consulting to conduct a total compensation study on all regular positions which will include Part-Time, Temporary, and Seasonal positions. This study is scheduled to be completed by the end of fiscal year 2020-2021.

The Part-Time, Temporary, and Seasonal compensation schedule was also cleaned up to removed old positions that were eliminated such as GATV Production Coordinator or Parks Maintenance Technician and to clean up pay ranges no longer in use.

POLICY CONSISTENCY

N/A

FINANCIAL CONSIDERATIONS

Budget adjustments due to the increase to the new minimum wage will be made at mid-year budget.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

There are no legal or risk management considerations presented with this report.

OPTIONS

The City Council could choose to make the recommended adjustment, something less, or to not approve change to the Compensation Schedule of Hourly Rated Positions.

- 1) Adopt and approve the attached Compensation Schedule of Hourly Rated Positions effective January 1, 2021 (staff recommendation).
- 2) Direct staff to modify the Compensation Schedule of Hourly Rated Positions effective January 1, 2021, in which case the matter may need to be continued to a future Council meeting.
- 3) The City Council could choose not to approve the Compensation Schedule of Hourly Rated Positions and direct staff as appropriate.

PRINCIPAL PARTIES EXPECTED AT MEETING

There are no principal parties expected at the meeting.

ATTACHMENTS

- A. Resolution No. 6016
- B. Exhibit A – Compensation Schedule for Hourly Rated Employees

Staff contact: Laura Hernandez, HR/Risk Manager
(805) 755-4404
LauraH@ci.carpinteria.ca.us

Reviewed by: Dave Durflinger, City Manager


Signature


Signature

ATTACHMENT A

Resolution No. 6016

RESOLUTION NO. 6016

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
CARPINTERIA APPROVING AND ADOPTING THE REVISIONS TO
THE COMPENSATION SCHEDULE FOR HOURLY RATED
EMPLOYEES**

WHEREAS, the City of Carpinteria employs hourly rated and hourly basis employees, including but not limited to non-career positions, part-time, temporary, and seasonal employees who are limited to working less than 999 hours per fiscal year; and

WHEREAS, rates of pay and conditions of employment for hourly rated and/or hourly basis employees are not subject to, nor do they have employment rights of the personnel system as described in the City of Carpinteria Personnel System Rules and Regulations and the Employer-Employee Relations Policy for regular employees; and

WHEREAS, a uniform basis for recognizing compensation levels for this category of employee is essential to the effective and efficient operation of the City; and

WHEREAS, an adjustment to increase the pay is desired in response to market conditions and changes in the California minimum wage law; and

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The above recites are true and correct.

Section 2. The hourly compensation schedule, Exhibit A, is hereby approved and authorizes the City Manager to implement the changes to be effective the first full pay period beginning January 1, 2021.

PASSED, APPROVED AND ADOPTED on 11th day of January, 2021, by the following vote:

AYES: COUNCILMEMBER(S):

NOES: COUNCILMEMBER(S):

ABSENT: COUNCILMEMBER(S):

ABSTAIN: COUNCILMEMBER(S):

ATTEST:

Mayor, City of Carpinteria

City Clerk, City of Carpinteria

I hereby certify that the foregoing resolution was adopted at a regular meeting of the City Council of the City of Carpinteria held on January 11, 2021.

City Clerk, City of Carpinteria

APPROVED AS TO FORM:

Peter Brown, on behalf of Brownstein
Hyatt Farber Schreck, LLP acting as
City Attorney of the City of Carpinteria

EXHIBIT A

**PART-TIME, TEMPORARY AND SEASONAL SALARY SCHEDULE
EFFECTIVE 01/01/2021**

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Part-Time, Temporary and Seasonal Salary Schedule Effective 01/01/2021

Range	Position	Step A	Step B	Step C	Step D	Step E
625	Clerk /Cashier I Crossing Guard	\$14.0962	\$14.8010	\$15.5410	\$16.3181	\$17.1340
626	Pool Lifeguard I	\$14.4486	\$15.1710	\$15.9296	\$16.7261	\$17.5624
627	Administrative Services Intern	\$14.1046	\$14.8098	\$15.5503	\$15.5503	\$16.3278
628	Managing Cashier/Clerk	\$14.4572	\$15.1800	\$15.9390	\$16.7363	\$17.5731
629	Assistant Swim Coach Aqua Aerobics Instructor I	\$14.1130	\$14.8186	\$15.5595	\$16.3375	\$17.1544
630	Recreation Leader II Pool Lifeguard II	\$14.4658	\$15.1891	\$15.9485	\$16.7459	\$17.5832
632	Senior Pool Lifeguard Beach Lifeguard I Junior Lifeguard Instructor	\$14.4744	\$15.1981	\$15.9580	\$16.7559	\$17.5937
634	Swim Coach	\$15.2072	\$15.9675	\$16.7659	\$17.6042	\$18.4844
636	Management Intern Senior Pool Lifeguard	\$15.9770	\$16.7759	\$17.6147	\$18.4954	\$19.4202
638	Assistant Aquatic Program Coordinator	\$16.7859	\$17.6251	\$18.5064	\$19.4317	\$20.4033
639	Public Works Maintenance Worker	\$17.2055	\$18.0658	\$18.9691	\$19.9175	\$20.9134
641	Beach Lifeguard II	\$18.0765	\$18.9804	\$19.9294	\$20.9258	\$21.9721
642	Administrative Assistant I Office Clerk	\$18.5284	\$19.4549	\$20.4276	\$21.4490	\$22.5214
643	Maintenance Project Worker	\$18.9917	\$19.9412	\$20.9383	\$21.9852	\$23.0845
645	Aquatic / Beach Program Coordinator Aquatics Beach Program Coordinator Coach/Swim Team	\$19.9531	\$20.9508	\$21.9983	\$23.0982	\$24.2531
648	Beach Lifeguard Supervisor	\$21.4873	\$22.5617	\$23.6898	\$24.8742	\$26.1180
650	Community Garden Coordinator HR Assistant Accounting Clerk	\$22.5751	\$23.7039	\$24.8891	\$26.1335	\$27.4402
651	Administrative Assistant II	\$23.1395	\$24.2965	\$25.5113	\$26.7868	\$28.1262
654	Lifeguard Program Coordinator Beach Program Coordinator	\$24.9187	\$26.1646	\$27.4729	\$28.8465	\$30.2888
657	Head Swim Coach	\$26.8347	\$28.1764	\$29.5853	\$31.0645	\$32.6178
660	Senior Beach Supervisor	\$28.8980	\$30.3429	\$31.8601	\$33.4531	\$35.1258
665	Administrative Assistant III	\$32.6955	\$34.3303	\$36.0468	\$37.8491	\$39.7416



City of Carpinteria

COUNCIL AGENDA STAFF REPORT January 11, 2021

ITEM FOR COUNCIL CONSIDERATION

Authorization for the City Manager to sign a consultant services agreement on behalf of the City with Dale Redfield for assistance with the transition of the Carpinteria Library to the City of Carpinteria, and approval of a related budget allocation of \$15,400 from the Measure X Fund balance.

STAFF RECOMMENDATION

Action Item X ; Non-Action Item

Approve entering into the consultant services agreement for assistance with the transition of the Carpinteria Library to the City of Carpinteria and make the related budget allocation.

Sample Motion: I move to authorize the City Manager to sign a consultant services agreement on behalf of the City with Dale Redfield for assistance with the transition of the Carpinteria Library to the City of Carpinteria, and approve a budget allocation of \$15,400 from the Measure X Fund balance to the appropriate Professional Services account.

BACKGROUND

At its regular meeting of September 14, 2020, the City Council approved moving forward with actions as necessary to transition Carpinteria Library services from operation by the City of Santa Barbara as a County Branch Library to operation by the City of Carpinteria as an independent municipal library. The City Council's direction also included working with the County to establish Carpinteria as a new Zone Library in the County Branch Library system. In that context, the City Council indicated it was open to considering taking on operation of the Montecito Branch Library through agreement with the County should that be desired and requested.

The City Council's action was in response to a Library Report¹ that was prepared at the Council's request to provide background information, analysis and recommendations for the Council's consideration in determining governance options for the future of the Carpinteria Library.

For the past several years the City has engaged cooperatively with the County of Santa Barbara and the Carpinteria Friends of the Library (FOL) to stabilize library services and explore alternative service delivery models. The effort has been inspired both by the City's and FOL's growing role in providing financial support to the County for day-to-day library operations and an interest in evolving the library toward a broader mission reflective of a community vision.

In 2018, City of Carpinteria voters approved a local sales tax measure that was inspired, in part, as a means to generate new revenue for the support library services. In April 2019, the City Council formed the ad hoc Library Committee and appointed Councilmembers Shaw and Lee to serve as members in order to work with City staff "to create a strategic plan and schedule for exploring alternative funding and delivery options for library services."

The final Library Report serves to address the Committee's objectives and, based on the Council's action endorsing the Report, it is now appropriate to begin implementing the Library transition to operation and management of the City of Carpinteria.

The purpose of this agenda matter is to allow the City Council to consider authorizing the City Manager, on behalf of the City, to arrange for consultant services to assist the City in the transition to City Library services.

DISCUSSION

This work to transition to a City operated Library will be incorporated into the Council's consideration of both the 2021 work plan in January and the Fiscal Year 2021-22 Budget. Attachment A to this Staff Report is the proposed consultant services agreement. The Work Statement of the proposed agreement includes tasks/milestones and an estimated timeline. The earliest staff believes that the City will have completed work sufficient to notify the City of Santa Barbara of City's intention to begin the process to transition services is November 2021, with a City Library grand opening target date of Fall 2022.

Transitioning to a City library will involve numerous steps coordinated closely with various state and county agencies. Because much of this work would benefit from assistance by an expert in library services and the transition process, City staff is recommending that the City hire a consultant. City staff conducted interviews with the consultant used by the City of Goleta, Dale Redfield, for its transition process and believes, given the similar circumstances, Ms. Redfield's unique qualifications and cost proposal, that the City would benefit from entering into an agreement with Ms. Redfield

¹ The Carpinteria Library Report, dated August 2020, is available along with other information on the Library Report process through the City's website under Hot Topics at www.carpinteria.gov

as proposed (see attached draft agreement, including the Work Statement and Cost Proposal).

The transition work that is the subject of the proposed consultant services agreement does not include work related to the City taking on the Montecito Branch Library. As the City Council is aware, the disposition of the Montecito library was included in the Library Study, including the possibility of the City managing/operating the Montecito Branch through an agreement with the County. The City Council expressed interest in considering this option. After discussion with representatives of the City of Goleta and Montecito Friends of the Library, staff recommends that the option of taking on the Montecito Branch be further considered once the City library transition is completed and the City gains some experience to understand actual library revenues/expenses, etc. Having two years of operating experience prior to considering taking on the Montecito Branch would be ideal. This time frame also has the advantage of allowing parties representing the Montecito Branch library, e.g., Montecito Friends of the Library and the County of Santa Barbara, to explore library revenue options that were discussed in the Library Study and are thought to be necessary for the Montecito Library.

POLICY

Transitioning to a City operated library can be found consistent with the City's interest in meeting local service needs and desires of the Carpinteria community. This interest is articulated in policy via the City General Plan Public Facilities & Services Element:

Objective PF-5:

To provide a high quality and broad range of public services, facilities and utilities to meet the needs of all present and future residents of the Carpinteria Planning Area

Policy PF-5a:

The City will strive to maintain adequate library services for the community of Carpinteria.

FINANCIAL CONSIDERATIONS

Based on the cost proposal from Dale Redfield, staff is proposing a not-to-exceed agreement amount of \$15,400. Based on the hourly rate of \$77, this will allow for up to 200 hours of work. Ms. Redfield's assistance to the City of Goleta in its library transition required 149 hours of work.

The proposed allocation was not included in the City's adopted FY 2020-21 budget and staff is proposing that the City Council authorize the allocation be made from the Measure X Fund balance in the Professional Services account number 104-163-5201. The Measure X Fund currently has an available balance of \$ 2,996,069.

The work schedule for this matter is projected to span two fiscal years and therefore any unexpended remainder of the allocated amount will be carried over into FY 21-22 and budgeted accordingly.

LEGAL AND RISK MANAGEMENT

Should the City Council determine to proceed with the subject recommendation, the City Attorney's Office will assist with review of the appropriate agreement form.

OPTIONS

1. Authorize the City Manager to enter into on behalf of the City the agreement for library transition services and allocate the related budget amount from the Measure X Fund (Staff recommendation)
2. Direct staff to modify the proposed agreement and/or related cost.
3. Decline to move forward with library transition consultant services. Should the City Council elect this option the timeline described in the Work Statement for transitioning to a City operated library may be jeopardized.

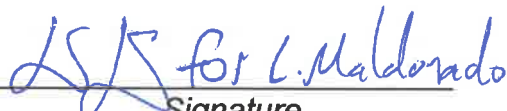
PRINCIPAL PARTIES EXPECTED AT THE MEETING

Friends of the Library Representative(s)
Dale Redfield, Library transition consultant

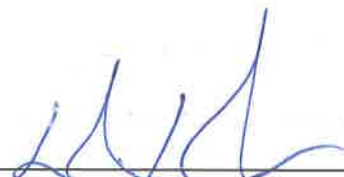
ATTACHMENT

Proposed Consultant Services Agreement, including Work Statement and Cost Proposal

Reviewed by: Licette Maldonado,
Administrative Services Director
(805) 755-4448, LicetteM@ci.carpinteria.ca.us


Signature

Staff contact: Dave Durlinger, City Manager
(805 755-4400, daved@ci.carpinteria.ca.us)


Signature

Dale E. Redfield

591 Chippendale Avenue
Simi Valley, CA 93065-7023
805-657-9607 / 805-520-0718
dale.redfield@gmail.com

November 30, 2020

Dear Mr. Durflinger,

This letter and its contents are in response to our conversation on November 23, 2020. It was in regard to the possibility of acting as a consultant for the transition of the Carpinteria Library from the jurisdiction of the City of Santa Barbara to a municipal library operated by the City of Carpinteria.

I have included my resume, a general proposal and the initial scope of work required to achieve a transition in the future. The Black Gold Cooperative Library System Director will likely supply a Memorandum of Understanding that will clarify most of the steps needed. With the transition of the Goleta Valley Library, this document was extremely helpful for timelines and expectations.

I realize that there will be differences in the development of the transition as I had experienced with the City of Goleta. I am confident that I can work with the process of making the transition work well in the best interests of the community.

Thank you for the opportunity.

Sincerely,



Dale E. Redfield

Dale E. Redfield

591 Chippendale Avenue
Simi Valley, CA 93065-7023
805-657-9607 / 805-520-0718
dale.redfield@gmail.com

November 30, 2020 amended

General Proposal

Act as Library Consultant with the task of initiating the transition of the Santa Barbara City operated Carpinteria Library to the municipal City of Carpinteria Library. Compliance with stipulations and deadlines of the Black Gold Library Cooperative Library System is paramount.

Scope of Work and percentage of time needed

Liaison (30%)

1. Establish effective and positive relationships with all stakeholders. (1.5%)
2. Attend and participate in meetings with stakeholders related to the transition. (18%)

Receive instruction with the City of Carpinteria internal departments concerning staff transition, purchasing supplies, technical services and initiation of a library website.

Attend as an observer in meetings of the Black Gold Executive Council.

Attend as an observer with community organizations such as the Friends of the Carpinteria Library and the County-wide Library Advisory Committee.

3. Research and comply with any required applications for transition with State of California and all local jurisdictions. (5%)
4. Research and prepare submission for creating a new library zone defining the City's library sphere of influence. (5%)
5. If publications of public-use brochures are deemed useful, access to City of Carpinteria printing services will be requested as needed. (.5%)

Time Sensitive Tasks (30%)

1. Contact Black Gold Library Cooperative System for guidance in regarding items on a proposed work plan. They provided this for the Goleta Library transition and was a critical document for timelines and required tasks.
Examples of required tasks would be converting the materials collection to a new database using Carpinteria-specific barcodes while simultaneously retagging the

RFID technology, working with a recommended provider for Carpinteria-specific library cards using new identification numbers. (5%)

The transition of Goleta Valley Library from a City of Santa Barbara library proved to be a stringent, time-sensitive process for both library barcoding, RFID tagging and library cards.

Request design and initiation for a separate library website or add to the City's website. The City would have the responsibility to add Black Gold Cooperative Library System as a link as well as a library staff-monitored events calendar.

An inventory of Carpinteria's existing equipment may result in the requirement to purchase RFID equipment and other hardware including licensing.

The City's Technology department or contractor will be responsible for all technology requirements. This will likely include installing software to protect the public computers. Black Gold takes responsibility for the Polaris circulation system software but not the hardware. The City is responsible for the public wireless system.

2. Design the Carpinteria library card. Identify and submit proposals to City purchasing department on vendor selection. I would likely use the City's logo with permission of City staff. (7%)
3. Establish a timeline for completion of initial tasks based on receipt of required products and access to the Carpinteria Library building and materials. The City of Santa Barbara did not permit use of their staff in the transition processes of rebarcoding or RFID tagging. The implication was a purge of all items on the day of the transition. (1%)
4. The City of Santa Barbara permitted their staff to register the new library cards prior to the transition. (0%)
5. Coordinate with Friends of the Carpinteria Library and other volunteers to complete tasks of barcoding and RFID tagging including training and scheduling. (2%)

It is important to document the individuals for recognition in City volunteerism. National Volunteer Week and National Library Week in April 2022 would be an excellent time to schedule recognition as an event and to push for library card registration as well.

6. Research, initiate relationships with vendors and create applications and requisitions for material acquisition services and self-check equipment. (15%)

Staff Transition (20%)

1. Participate in selection process for Library Director. Once the Director is in place, many of the tasks listed here can be transferred. (10%)

2. Work with City of Carpinteria Human Resources to analyze Santa Barbara staff information in creating reasonable employment offers, establishing the process and timely delivery of the offer letters. (9%)
3. Staff may be offered an opportunity to remain with the City of Santa Barbara if there are vacancies within their organization. Should this occur, recruitment for vacancies must be initiated when staff make their choice. With Goleta, this process occurred within a few months of the transition. (1%)

Conferring with SEIU may be necessary.

Finance (20%)

1. Research and comply with existing available finances in current fiscal year 2020-21. (10%)
2. Research and develop working version of the Library budget for fiscal year 2021-22 and if needed, 2022-23. (10%)
3. Black Gold Cooperative Library System membership fees will need to be incorporated into the annual budget for the library. Advance notice and justification must be offered and approved prior to requesting a waiver of any of their services. (0%)

Practical matters

Wages at \$77.00 hourly rate. I worked a total of 149 hours for the City of Goleta.

The City of Goleta contracted with me to work as Interim Library Director for six months. At the end of three months, the new Library Director was hired. We all agreed that my work was no longer needed, and the contract was concluded.

I provide regular invoices for the hourly rate of time spent on the transition tasks including travel time, submitting invoices on the 1st and 16th of the month to the Finance department. I can work with any arrangement as preferred.

Much of the work can be accomplished off site through communicating by telephone or email. The City of Goleta provided a temporary email account to conduct business with organizations and vendors. I used my own telephone.

Mileage reimbursement is not necessary. I will use the Carpinteria City Hall as a starting place for assessing time spent driving to meetings for the Black Gold Executive Committee and the Library Advisory Committee. The locations of these meetings vary throughout Santa Barbara and San Luis Obispo counties.

I was not able to acquire Workers' Compensation coverage for my work with the City of Goleta. The working conditions allowed me to forgo the need.

Other duties as assigned.

Schedule of Carpinteria Library transition tasks and milestones

This is a tentative schedule of tasks and milestones. The list will likely be superseded by a Memorandum of Understanding document produced by the Black Gold Library Cooperative System after they approve Carpinteria's new membership status. A significant part of the MOU is the various financial costs and deadlines for service rendered by the Black Gold Administration for their processes in the transition. There has been a change in management since the Goleta Valley Library transition in 2018. Their processes may be different. Black Gold Administration should provide a Proposed Work Plan as a vital resource as an attachment to the MOU.

September 14, 2020

City Council decision to transition from a branch library of Santa Barbara Public Library to an independent municipal library.

Spring 2021

- FY 2021-22 budget to include estimated transition expenses, e.g., Black Gold fees and legal costs for support on agreements.

10 months from opening day (estimated completion for late fall 2021)

- Recruitment of Library Director.
- City applies and receives approval from Santa Barbara Public Library.
- LAFCO notification.
- City applies and receives Black Gold approved new membership status.
- City applies and receives State regulatory approval from California Library Services Board.
- Decision on the official library name.

8 months from opening day (estimated completion for February/March 2022)

- Receive Black Gold Memorandum of Understanding identifying critical milestones.
- Interviews for Library Director.
- Purchase library barcodes.
- Design and purchase library cards. A publicity campaign could include a community card image design but would require additional lead time for the initial order of library card stock.
- Submit request for withdrawal from the City of Santa Barbara Public Library and application as an independent member to the Santa Barbara County Library Advisory Committee per the Agreement for Operation of a Countywide Library System.

6 months from opening day (Spring 2022)

- FY 2022-23 budget to include estimated annual library operating revenues/expenses
- Library Director in place.
- Consummate negotiations via agreement with Santa Barbara County on boundaries for new library service area zone.
- Initiate creation of library interactive website.

- Volunteers are recruited and begin task of rebarcoding the collection. The recruitment could coincide with a publicity campaign.

4 months from opening

- Issue conditional offers of employment to current library staff.
- Purchase library technology as needed. The City of Santa Barbara will likely submit a list of equipment that will be removed.
- Assessment and selection of vendors for material purchasing with included processing, Unique Management (collection service), self-checkout equipment and connectivity, copy machines and any further vendors as required.

3 months from opening day

- Transition existing staff and/or recruit depending on current staff decisions.
- Library website is completed but not viewable.
- Develop costs, contracts and schedule for all related support services such as custodial services, utilities, building security, telephone service, internet service, technology equipment service, insurance, landscaping, office supplies and postage, building maintenance, signage, printing, trash collection, pest control and any further services as required.

2 months from opening day

- Library staff is fully assigned.
- Initiate setup of integrated library computer system and staff training.
- Completion date for rebarcoding and probable adjunct RFID update.
- Completion date for issuance of new library cards.
- Initiate the creation of a Library Board.
- Develop library policies and hours of operation.

1 month from opening day

- Completion date for integrated library computer system setup and training for staff.
- Library website is available for public viewing but interactive functions are suppressed.

Opening day (Fall 2022 estimate).

- Official transition from City of Santa Barbara jurisdiction to the City of Carpinteria.
- The website is available with all interactive features enabled.
- The Black Gold Library Cooperative System Joint Powers Agreement membership is initiated. Black Gold courier service will be initiated.
- Ceremony to recognize City officials, Friends of the Library, volunteers.



City of Carpinteria

COUNCIL AGENDA STAFF REPORT January 11, 2021

ITEM FOR COUNCIL CONSIDERATION

Recommendations and Findings of the Tree Advisory Board from the Annual Tree Tour concerning removal of certain street tree(s).

STAFF RECOMMENDATION

Action Item X ; Non-Action Item

Support the Tree Advisory Board recommendations to remove the tree(s) listed herein and replace with an approved tree species from the City Street Tree Management Plan.

Sample Motion: I move to support the Tree Advisory Board recommendations to remove the trees at 4877 Seventh Street and 4774 Sterling Way and replace with an approved tree species from the City Street Tree Management Plan.

BACKGROUND

The role of the Tree Advisory Board (TAB) is to act in an advisory capacity to the City Council, City Manager, and staff in the administration of Carpinteria Municipal Code Chapter 12.28 (Street Trees, Shrubs, and Plants) with regard to all street tree matters. Requests for street tree removal and replacement are received throughout the year and processed in accordance with said the Municipal Code. Each October, the TAB compiles a list of requests and conducts a site visit, referred to as the "Tree Tour," to review each street tree for candidacy of removal and replacement. The Tree Tour was conducted on October 28, 2020.

The purpose of this agenda matter is for the City Council to consider and act on the TAB recommendations as determined appropriate.

DISCUSSION

On November 19, 2020, a public hearing was conducted, and the TAB recommended the following:

Street Tree Location (Existing Species)	TAB Recommendations
4877 Seventh Street (Coast Live Oak is located between the curb and sidewalk)	<u>Recommendation:</u> Remove and replace one Coast Live Oak tree with species in the approved pallet of replacement street trees in the City's Street Tree Management Plan (STMP). <u>Basis for recommendation:</u> Roots are affecting sidewalk and private property. Condition of trees are affecting safety along the sidewalk and encroaching onto the adjacent private property. Potential for limbs of tree to fall and damage infrastructure, private property, and safety along sidewalk. <u>Additional Staff comments:</u> Replacement selection will be based on a review of the street trees in the area, planting space, and other field information. Property owner's preference will also be taken into consideration. Potential STMP designated replacement species: • New Zealand Christmas Tree, Gingko Biloba, Australian Willow
4774 Sterling Way (Wilson Holly is located between the curb and sidewalk)	<u>Recommendation:</u> Remove and replace one Wilson Holly tree with species in the approved pallet of replacement street trees in the City's STMP. <u>Basis for recommendation:</u> Trunk and trunk base of tree are unhealthy. Potential for tree to fall and damage infrastructure, private property, and affect safety along sidewalk. <u>Additional Staff comments:</u> Replacement selection will be based on a review of the street trees in the area, planting space, and other field information. Property owner's preference will also be taken into consideration. Potential STMP designated replacement species: • New Zealand Christmas Tree, Gingko Biloba, Australian Willow

The City's practice has been to provide replacement trees taking into consideration the tree species list for that roadway in the Street Tree Management Plan, the recommendation of the TAB, as well as the adjacent property owner's preference.

POLICY CONSISTENCY

The recommendations of the TAB are consistent with Carpinteria Municipal Code Chapter 12.28 (Street Trees, Shrubs, and Plants).

FINANCIAL CONSIDERATIONS

The average cost to remove and replace a street tree is approximately \$2,500 per street tree site. In addition, there are often costs to repair the adjacent curb, gutter, pavement, and/or sidewalk which can range between \$1,000 to \$10,000, depending on the conditions of these improvements. This work would be paid for from the Measure A and Right-of-Way Assessment District Funds allocated through adoption of the Fiscal Year 2020-2021 Budget.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

Pursuant to Carpinteria Municipal Code Chapter 12.28 (Street Trees, Shrubs, and Plants), the City Council has the authority to confirm or modify recommendations of the TAB.

Street tree inspections, trimming, removal, and replacement activities are a part of the City's right-of-way maintenance program to mitigate public safety and property damage issues.

OPTIONS

1. Support the Tree Advisory Board to remove the trees listed herein and replace with an approved tree species from the City Street Tree Management Plan (Staff recommendation).
2. Direct the matter back to the TAB for consideration of change(s) to the recommendations provided. Should the Council take this action, it should provide direction sufficient for the TAB to reconsider its recommendations.
3. Determine one or more of the subject trees should not be removed. The Council may act in this manner based on facts brought before it for consideration of the matter.

PRINCIPAL PARTIES EXPECTED AT MEETING

No principal parties are expected to attend.

ATTACHMENTS

Attachment A: Site Photos

Staff contact:

Joshua Patricio, Engineering Technician
joshuap@ci.carpinteria.ca.us; (805) 755-4445


Signature

Reviewed by:

John L. Iasin, Public Works Director
johni@ci.carpinteria.ca.us; (805) 880-3402


Signature

Reviewed by:

Dave Durlinger, City Manager
daved@ci.carpinteria.ca.us; (805) 755-4400


Signature

ATTACHMENT A

Site Photos

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4877 Seventh Street



4774 Sterling Way





City of Carpinteria

COUNCIL AGENDA STAFF REPORT January 11, 2020

ITEM FOR COUNCIL CONSIDERATION

Review and update of City Council Joint, Standing, and Ad Hoc Committees, and selection of City Council representatives for Regional Agencies and Committees and City Council Joint, Standing, Ad Hoc, and other committees.

STAFF RECOMMENDATION

Action Item X ; Non-Action Item

Staff is recommending that the City Council (1) review existing City Council Joint, Standing, and Ad Hoc Committees and approve updates to clarify roles, re-categorize, retire, and/or redefine and extend committees as set forth in the staff report and the below sample motion; and (2) assign City Council representatives to Regional Agencies and Committees and City Council Joint, Standing, Ad Hoc, and other committees, as set forth in the staff report and the below sample motion.

Sample Motion:

1. I move to make the following changes to the City's Joint, Standing, Ad Hoc, and other committees:
 - a. Clarify that Standing Committees of the City Council are authorized to meet with and without representatives from other agencies.
 - b. Clarify that the subject matter jurisdiction of the Public Safety Committee includes working with staff on matters concerning the City's Agreement for Law Enforcement Services with the County.
 - c. Re-categorize the General Plan and Coastal Plan Update Committee from an Ad Hoc Committee to a Joint and Standing Committee.
 - d. Re-categorize the Development Review Committee from an Ad Hoc Committee to a Joint and Standing Committee.
 - e. Retire the Housing Assistance Benefit Ad Hoc Committee and the Marijuana Ad Hoc Committee.
 - f. Redefine and extend the Ad Hoc Library Committee to assist staff with development of a community outreach plan, consideration of the formation

of a Library Advisory Board, and creation of a Vision and Mission for the new City-operated library.

2. I move to assign Councilmember representatives as follows:
 - a. I move to assign Councilmember representatives, as discussed in Table 2, to the Regional Agencies and Committees.
 - b. I move to assign Councilmember representatives, as discussed in Table 2, to the City's Joint and Standing Committees.
 - c. I move to assign Councilmember representatives, as discussed in Table 2, to the City's Ad Hoc Committees.
 - d. I move to assign City representatives, as discussed in Table 2, to the City's other committee

BACKGROUND / DISCUSSION

Every two years following the Municipal Election, the City Council must select from its members representatives to various regional agencies, inter-agency committees, and ad hoc committees in which the City participates or is a member. In addition, at this time, the appointment of City representatives is made to its various Standing and Ad Hoc committees.

City staff also recommends taking advantage of this opportunity to review existing City Council Joint, Standing, and Ad Hoc Committees to determine whether any committees should be extended or retired. As set forth below, City staff is also recommending that the City Council take this opportunity to clarify and re-categorize several of the City's existing committees.

Review of Existing City Council Joint, Standing, and Ad Hoc Committees

The following table outlines City staff's proposed changes to the City's existing committees. Proposed additions are shown in red underline and proposed deletions are shown in red strikethrough.

TABLE 1	
<u>Current Committee List</u>	<u>Proposed Committee List</u>
<u>1. Regional Agencies and Committees</u> a. Beach Erosion Authority for Clean Oceans and Nourishment (BEACON) b. California Joint Powers Insurance Authority (CJPIA) c. Channel Counties Division, League of California Cities d. Santa Barbara County Association of Governments (SBCAG) e. Santa Barbara County Air Pollution Control District (APCD)	<u>1. Regional Agencies and Committees</u> a. Beach Erosion Authority for Clean Oceans and Nourishment (BEACON) b. California Joint Powers Insurance Authority (CJPIA) c. Channel Counties Division, League of California Cities d. Santa Barbara County Association of Governments (SBCAG) e. Santa Barbara County Air Pollution Control District (APCD)

Selection of Council Representatives on Regional
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f. Santa Barbara Joint Affordable Housing Task Group g. Santa Barbara County Elected Leaders Forum to Address Homelessness h. Home for Good of Santa Barbara County i. South Coast Youth Safety Partnership	f. Santa Barbara Joint Affordable Housing Task Group g. Santa Barbara County Elected Leaders Forum to Address Homelessness h. Home for Good of Santa Barbara County i. South Coast Youth Safety Partnership j. <u>Central Coast Community Energy</u>
2. Joint and Standing Committees a. City Council/Economic Vitality Committee b. City Council/Public Safety Committee c. City Council/School Board Committee d. City Council/Utilities Committee e. City Council/First District Supervisor Committee f. City Council Finance/Budget Committee g. Transportation Committee	2. Joint and Standing Committees a. City Council/Economic Vitality Committee b. City Council/Public Safety Committee c. City Council/School Board Committee d. City Council/Utilities Committee e. City Council/First District Supervisor Committee f. City Council Finance/Budget Committee g. Transportation Committee h. <u>Development Review Committee (Joint Committee membership from City Council, Planning Commission and Architectural Review Board)</u> i. <u>General Plan and Coastal Plan Update Committee (Joint Committee membership from City Council and Planning Commission)</u> j. <u>Public Facility Site Acquisition/Development Committee</u>
3. Ad Hoc Committees a. Public Facility Site Acquisition/Development Committee b. General Plan and Coastal Plan Update Committee (Joint Committee membership from City Council and Planning Commission) c. Housing Assistance Benefit Committee d. Marijuana Ad Hoc Committee e. Library Committee f. District Elections Committee g. Development Review Committee (Joint Committee membership from City Council, Planning Commission and Architectural Review Board) h. COVID-19 Communications Committee i. COVID-19 Recovery Committee j. Racial Equity and Social Justice Program Planning Committee	3. Ad Hoc Committees a. <u>Public Facility Site Acquisition/Development Committee</u> b. <u>General Plan and Coastal Plan Update Committee (Joint Committee membership from City Council and Planning Commission)</u> c. <u>Housing Assistance Benefit Committee</u> d. <u>Marijuana Ad Hoc Committee</u> e. Library Committee f. District Elections Committee g. <u>Development Review Committee (Joint Committee membership from City Council, Planning Commission and Architectural Review Board)</u> h. COVID-19 Communications Committee i. COVID-19 Recovery Committee j. Racial Equity and Social Justice Program Planning Committee
4. City Representatives on other Committees a. Community Media Access Center b. Santa Barbara Coastal Vector Control District c. Santa Barbara Metropolitan Transit District	4. City Representatives on other Committees a. Community Media Access Center b. Santa Barbara Coastal Vector Control District c. Santa Barbara Metropolitan Transit District d. <u>County Library Advisory Committee</u>

City staff's proposed revisions (outlined in Table 1, above) are also explained in further detail in the section below:

Regional Agencies and Committees. The representative to the Central Coast Community Energy Policy Committee has been added to this list.

Joint and Standing Committees. City staff is recommending re-categorization of two Ad Hoc Committees to Joint and Standing Committees and clarification of the role of one Joint and Standing Committee as follows.

The City Council has formed and maintains various Standing Committees to meet on certain subject area. In order to effectively carry out the work, Committees will routinely meet with representatives of other agencies. For example, the City Council Utilities Committee routinely meets with representatives of the Carpinteria Sanitary District and the Carpinteria Valley Water District. Such joint meetings are subject to all applicable open meeting rules of the Brown Act for joint meetings. Staff wishes to clarify that, although Standing Committees conduct joint meetings with representatives of other agencies, they may, and sometimes do, meet independent of other agencies. When a Standing Committee meets in this way, it is also subject to all applicable open meeting rules of the Brown Act.

City staff also recommends clarifying the role of the Public Safety Committee. The Public Safety Committee was established initially as the City Council/Fire District Committee to enable meetings on matters of mutual interest between the City and Fire District. The Committee role was later expanded by the City Council to address all matters of Public Safety. The City Council has also in the past formed Ad hoc Law Enforcement Contract Committees to assist staff during processes of negotiating amendment to the City Agreement with the County for Law Enforcement Services. Staff is recommending that the Council clarify that working with staff on matters concerning the Agreement for Law Enforcement Services fall within the subject matter jurisdiction of the Public Safety Committee.

Ad Hoc Committees. City staff is recommending re-categorization, retirement, and/or redefinition and extension of several Ad Hoc Committees, as detailed below.

After consultation with the Mayor, City staff is recommending that both the General Plan and Coastal Plan Update Committee (Joint Committee membership from City Council and Planning Commission) and the Development Review Committee (Joint Committee membership from City Council, Planning Commission and Architectural Review Board) be listed under the Joint and Standing Committees rather than the Ad Hoc Committees section. These two committees are both an Ad Hoc Committee and a Joint Committee; however, because Joint Committees are subject to more rigorous provisions of the Brown Act, staff feels it will be clearer to list both committees under the Joint and Standing Committees section.

City staff is also recommending that two Ad Hoc Committees—the Housing Assistance Benefit Committee and the Marijuana Committee—be retired as their

work assignments have been completed. The Housing Assistance Benefit Committee was assigned to work with the City Attorney to develop and recommend a housing benefit for the City Manager position. That work was completed in 2019 and a benefit plan has been approved by the Council. The Marijuana Committee was established to assist staff with developing City zoning regulations for Cannabis uses. The Committee's work was completed in 2019, and the City Council approved the related zoning ordinance amendment in 2019. (The Council also authorized hiring a consultant to assist staff in developing the related licensing program, which is pending).

City staff further recommends redefining and extending the Ad Hoc Library Committee. The Ad Hoc Library Committee was formed to assist staff in developing a report for Council consideration on the potential for establishment of a City operated library. That Report was completed and the Council acted in 2020 to move forward with transitioning to a City operated library. The transition process is expected to be consummated in late 2022. A part of the transition process will be a community outreach plan, consideration of the formation of a Library Advisory Board, and creation of a Vision and Mission for the new library. The City Council may wish to have a City Council committee assist staff in conducting this important work. Should that be the case, staff is recommending that the Council redefine the role and extend the term of the Ad Hoc Library Committee.

Assignments to Regional Agencies and Committees and City Council Joint, Standing, and Ad Hoc Committees

Table 2, below, identifies the list of assignments to be made by nomination of the Mayor and concurrence of the Council. The current City Councilmember representatives assigned to each committee are provided in the following table.

TABLE 2		
Committee	2019-2020 Representatives	New Representatives
<u>Regional Agencies and Committees</u>		
Beach Erosion Authority for Clean Oceans and Nourishment (BEACON)	Fred Shaw (Alternate: Carty)	
California Joint Powers Insurance Authority (CJPIA)	Al Clark (Alternate: Fred Shaw)	
Channel Counties Division, League of California Cities	Fred Shaw (Alternate: Wade Nomura)	
Santa Barbara County Association of Governments (SBCAG)	Al Clark (Alternate: Wade Nomura)	
Santa Barbara County Air Pollution Control District (APCD)	Al Clark (Alternate: Wade Nomura)	
Santa Barbara Joint Affordable Housing Task Group	Gregg Carty Fred Shaw	

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Santa Barbara County Elected Leaders Forum to Address Homelessness	Al Clark	
Home for Good of Santa Barbara County	Al Clark	
South Coast Youth Safety Partnership	Gregg Carty Al Clark	
Central Coast Community Energy (3CE)	Wade Nomura	
<u>Joint and Standing Committees</u>		
City Council/Economic Vitality Committee	Gregg Carty Wade Nomura	
City Council/Public Safety Committee	Al Clark Fred Shaw	
City Council/School Board Committee	Wade Nomura Gregg Carty	
City Council/Utilities Committee	Roy Lee Wade Nomura	
City Council/First District Supervisor Committee	Roy Lee Gregg Carty	
City Council Finance/Budget Committee	Gregg Carty Al Clark	
Transportation Committee	Roy Lee Fred Shaw	
Development Review Committee (Joint Committee membership from City Council, Planning Commission and Architectural Review Board)	<u>City Council</u> Al Clark Wade Nomura (Alternate: Gregg Carty) <u>Planning Commission</u> Jane Benefield John Callender <u>Architecture Review Board</u> Brad Stein Jim Reginato	
General Plan and Coastal Plan Update Committee (Joint Committee membership from City Council and Planning Commission)	<u>City Council</u> Roy Lee Al Clark <u>Planning Commission</u> David Allen John Callender	
Public Facility Site Acquisition/Development Committee	Gregg Carty Wade Nomura	
<u>Ad Hoc Committees</u>		
Library Committee	Fred Shaw Roy Lee (Alternate: Gregg Carty)	
District Elections Committee	Fred Shaw	

	Al Clark	
COVID-19 Communications Committee	Wade Nomura Al Clark	
COVID-19 Recovery Committee	Gregg Carty Roy Lee	
Racial Equity and Social Justice Program Planning Committee	Fred Shaw Wade Nomura	
<u>Other Committees</u>		
Community Media Access Center	Gary Dobbins	
Santa Barbara Coastal Vector Control District	Ronald Hurd	
Santa Barbara Metropolitan Transit District	Chuck McQuary	
County Library Advisory Committee	Gaby Edwards	

With regard to City Representatives on other Committees, staff has contacted the current City Representatives, Gary Dobbins, Ronald Hurd, Chuck McQuary, Gaby Edwards. All but Ronald Hurd wish to continue in their roles representing the City in their respective committee assignments. The City has received one new application, attached as Attachment A, from Timothy Buffalo expressing his desire to be assigned to the Mosquito and Vector Management District of Santa Barbara County in place of Ronald Hurd.

The Council's practice has been to make Council representative assignments for Regional Agencies and Committees and City Council Joint, Standing, Ad Hoc, and other committees via nomination by Mayor with the advice of the Council. Councilmembers have the opportunity to share with the Mayor what assignments in which they have an interest.

FINANCIAL CONSIDERATIONS

This item does not require an expenditure of funds.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

In California, the Brown Act establishes the requirements and procedures under which public agencies conduct meetings. Under the Brown Act, all "legislative bodies" must comply with Brown Act requirements related to open and public meetings. "Legislative Body" is defined in part as a standing committee of the local agency.

Standing committees are defined as committees which have either a continuing subject matter jurisdiction or have a meeting fixed by ordinance, resolution or formal action of the legislative body. Such standing committee can be made up of less than a quorum of the legislative body. Even if comprised of less than a quorum the standing committee is subject to the Brown Act. Any Committee made up of a majority of the legislative body also conducts meetings pursuant to provisions of the Brown Act.

Committees that are not standing committees are "ad hoc" committees, and do not constitute legislative bodies for the purposes of the Brown Act. According to the League of California Cities guide to the Ralph M. Brown Act, a good working definition of an ad hoc committee is one which serves a limited purpose or task, is not perpetual, and which is dissolved once its specific task is complete.

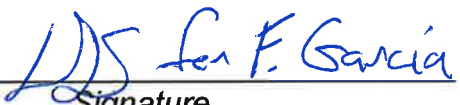
PRINCIPAL PARTIES EXPECTED AT MEETING

Applicants have been advised of the meeting date and invited to attend.

ATTACHMENTS

- A. Supplemental information on Regional Agencies and Committees
- B. Application from Timothy Buffalo for the Mosquito and Vector Management District.

Staff contact: Fidela Garcia, City Clerk
(805) 755-4403, fidelag@ci.carpinteria.ca.us


Signature

Reviewed by: Dave Durflinger, City Manager


Signature

ATTACHMENT A

Supplemental Information on Regional Agencies and Committees

Representatives to Regional Agencies and Committees

Beach Erosion Authority for Clean Oceans and Nourishment (BEACON)

BEACON is a Joint Powers Authority established in 1992 to address coastal erosion, beach nourishment and clean oceans within the Central California Coast from Point Conception to Point Mugu. The member agencies of BEACON include the Counties of Santa Barbara and Ventura as well as the coastal cities of Santa Barbara, Goleta, Carpinteria, Ventura, Oxnard and Port Hueneme. The BEACON Board is made up of two Supervisors from each county and one Council representative from each member city for a total of 10.

Councilmember Representative: **Shaw/Alt. Carty**

Meeting frequency: every other month

Meeting Schedule for 2021: January 58, March 19, May 21, July 16, September 17, and November 19

Meeting time: 9 am

Location: City of Carpinteria, City Hall

California Joint Powers Insurance Authority (JPIA)

To address the high cost of insurance, in the mid-1970s, a group of cities joined together to form the California JPIA for the purpose of providing liability protection for its members. The City currently purchases liability, property, workers compensation and crime insurance through the JPIA. The JPIA assists member cities with risk analysis and education in order to reduce the frequency and severity of claims as well as identifying liability weakness to prevent losses. A Board of Directors, consisting of one elected official is appointed by each Member Agency, governs the California JPIA.

Councilmember Representative: **Clark/Alt. Shaw**

Meeting frequency: once annually (third Wednesday of July)

Location: La Palma, CA

Channel Counties Division, League of California Cities

The Channel Counties Division is made up of 25 central coast cities meeting quarterly. Meetings are casual and over dinner. Each city rotates hosting a meeting. Meetings include speakers who provide information on policy matters being discussed in Sacramento and Washington, DC affecting cities and also information on what the League is doing relative to these policy issues.

Councilmember Representative: **Shaw/Alt. Nomura**

Meeting frequency: quarterly dinner meetings

Location: rotated among the cities

Santa Barbara Association of Governments (SBCAG)

SBCAG is responsible for providing various regional planning activities such as regional growth forecast, census information, and regional housing needs assessment. Also, as the regional transportation planning agency, SBCAG distributes millions of dollars each year in local, state, and federal funds for the region's transportation projects and programs and services. The SBCAG Board consists of the five County Board of Supervisors, and a representative from each of the eight cities in the County for a total Board membership of 13. The City of Carpinteria representative also serves on the South Coast Subregional Planning Committee.

Councilmember Representative: **Clark/Alt. Nomura**

Board Meeting times: 8:30 am

Meeting Schedule for 2021: January 21, February 18, March 18, April 15, May 20, June 17, July 15, August 19, September 16, October 21, November 18, and December 16

Location: alternating meeting location between Santa Barbara and Santa Maria.

South Coast Subregional Committee Meeting times: 1:30 pm

Meeting Frequency: Monthly

Location: SBMTD Conference Room, 550 Olive St., Santa Barbara, CA

Santa Barbara County Air Pollution Control (SBCAPCD)

The SBCAPCD is a local government agency that works to protect the people and the environment of Santa Barbara County from harmful effects of air pollution. Its jurisdiction covers the entire County including the incorporated cities of Buellton, Carpinteria, Goleta, Guadalupe, Lompoc, Santa Barbara, Santa Maria, and Solvang.

Councilmember Representative: **Clark/Alt. Nomura**

Meeting time: 1pm

Meeting Schedule: January, March, May, June, August, October, and December

Location: Board of Supervisors' Hearing Room, Santa Barbara.

Santa Barbara Joint Affordable Housing Task Group

SB Joint Affordable Housing Task Group meets quarterly to discuss and explore areas of potential cooperation for assisting in affordable housing to households of low and to moderate incomes and to address the shortage of ownership and rentals on the South Coast of Santa Barbara County.

Councilmember Representative: **Carty and Shaw** (only one representative required)

Past Meeting Schedule: January 24 (Carpinteria City Hall), April 25 (SB), July 25 (Goleta), and October 25 (SB)

Location: locations rotate among the four participating jurisdictions.

Santa Barbara Elected Leaders Forum to Address Homelessness

The Phase I Community Action Plan to Address Homelessness was adopted by the Board of Supervisors on June 18, 2019. The County of Santa Barbara has completed Phase I of its Community Action Plan to Address Homelessness and has now moved into Phase II of its plan. Phase II includes meetings with targeted stakeholder groups, regional community meetings, and elected leader forums. The purpose of the first Elected Leaders Forum will be to: Provide an update on funding and efforts to address homelessness, listen to concerns regarding the impacts of homelessness on local communities, listen to priorities for planning and funding Continuum of Care (CoC) Program Activities, share demographic trends in the homeless populations in areas throughout the County, discuss best practices in housing solutions and receive overview of the recently completed Phase I Homeless Plan, discuss opportunities to create a vision and inspire action toward addressing homelessness regionally and prepare for future grant and funding opportunities.

Councilmember Representative: **Clark**

Meets as needed. Approximately once or twice yearly.

Home for Good of Santa Barbara County

Santa Barbara County United Way's program Home for Good Santa Barbara County is the lead agency in Santa Barbara County's Coordinated Entry System. Home for Good features a Funders Collaborative that meets each quarter, which consists of members from all sectors and geographical areas in Santa Barbara County with the goal of ensuring that housing and services needs are addressed.

Councilmember Representative: **Clark**

South Coast Task Force on Youth Safety Partnership (SCYSP)

The mission of the SCYSP is to expand the mobilization and alignment of community resources to improve the safety and quality of life for youth, their families, and the community. SCYSP's vision is to have safe and caring communities that provide opportunities for youth to fulfill their educational, employment, and personal potential. SCYSP believes that gang-related challenges in our community are best addressed locally and collectively.

Councilmember Representative: **Carty and Clark** (Note: Only one representative required and can be either the Mayor or Councilmember.)

Meeting time: Afternoons

Meeting Schedule: Meet quarterly. Past meetings held in January April, July October

Location: rotates among cities

Central Coast Community Energy (3CE)

The 3CE Policy Board meets quarterly. This Board is comprised of elected officials and makes high level policy decisions on behalf of the member agencies. The City of

Carpinteria and City of Goleta share seats on both the Policy Board (elected officials) and Operations Board (City administrators). As stated in the Memorandum of Understanding for the shared seats, the Policy Board representative serves for a term of two years and Board seat appointment responsibility alternates between the parties. The party serving as Policy Board representative is responsible for distributing via email to the parties' City Councils and City Managers the agenda, meeting minutes and any supplemental documents and information necessary to keep each party informed of policy, business or other related matters of the board meetings, after each Policy Board meeting as soon as materials are available and is practicable. The Policy Board Director alternate is appointed by the party not holding the Policy Board seat. Currently Goleta holds the Policy Board seat, and Carpinteria serves as the alternate. This role will be reversed in December of 2021, as stated in the terms of the MOU. The appointed Policy Board representative and the Policy Board alternate meet on an as needed basis to discuss the business of the Policy Board and voting strategies.

ATTACHMENT B

**New Application by Timothy Buffalo for the
Mosquito and Vector Management District**



**CITY OF CARPINTERIA
APPLICATION FOR APPOINTMENT
TO A CITY BOARD, COMMISSION OR
COMMITTEE**

Please return to: City Clerk's Office
City of Carpinteria
5775 Carpinteria Avenue
Carpinteria, CA 93013

BOARD, COMMISSION OR COMMITTEE APPLIED FOR: TRUSTEE, CITY OF CAMP.

MOSQUITO & VECTOR MANAGEMENT DISTRICT OF SB COUNTY

APPLICANT: TIMOTHY BUFFALO
Name

[Redacted]
Address

[Redacted]
Email

[Redacted]
Business Address

[Redacted]
Phone Number(s)

Are you a resident of the City of Carpinteria? YES

EXPERIENCE/ BACKGROUND:

BS CROP SCIENCE, CAL POLY, SLO
Education

RANCH MANAGER
Present Occupation

(Please describe any relevant past work experience)

CARP. LIONS, CA ASSOCIATION PEST CONTROL ADVISERS
Memberships in Organizations

Reasons why you believe you should be appointed (attach additional sheets if necessary):

I WAS A LICENSED BY THE STATE OF CA P.C.A FOR 40 YEARS. UNTIL
RETIREMENT LAST YEAR. THE LICENSE REQUIRED 20 CE UNITS
EVERY YEAR. I WORKED IN THE CARP. AREA DOING INSECT & RODENT
CONTROL. I BRING VALUABLE EXPERIENCE & KNOWLEDGE.
Please list City Commission/Committee/Board (including dates) you are currently serving on or have served on:

[Signature]

I, the undersigned, hereby certify that all the statements contained herein above, are true and correct to the best of my knowledge and belief. I understand that false statements in my application will disqualify me from service on any Commission/Committee/Board of the City of Carpinteria. If appointed, I understand I will be responsible for filing an annual Statement of Economic Interests and fulfilling ethics training, and failure to do so in a timely manner may be cause for termination of position. This application is a public document and is available for review.

THIS APPLICATION MUST BE SIGNED IN INK AND DATED

CITY OF CARPINTERIA

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CalCitiesADVOCATE

News & Events from the League of California Cities

December 9, 2020

The Cal Cities Advocate will not publish on Dec. 16, 23, or 30. We'll resume our weekly newsletter schedule on Jan. 6.

Issue highlights:

- [Final SB 1383 regulations are available on CalRecycle's website](#)
- [Call for entries open for 2021 Outstanding Local Streets and Roads projects](#)
- [City of Pico Rivera unveils a new outdoor dining experience](#)

Read below for more news and events.

Cal Cities News



[Final SB 1383 regulations are available on CalRecycle's website](#)

The California Department of Resources Recycling and Recovery (CalRecycle) has finalized the SB 1383 Short-Lived Climate Pollutants regulations, which are set to go into effect on Jan. 1, 2022. To assist with



[City of Pico Rivera unveils a new outdoor dining experience](#)

Like many of the businesses impacted by the pandemic, the restaurant industry has struggled to keep their doors open. To assist local restaurants, the City of Pico Rivera decided to "think outside the box" and



[Save the date! League of California Cities 2021 City Managers Conference](#)

Cal Cities is gearing up for the 2021 City Managers Conference, Feb. 1, 3, and 5. Join your fellow California city managers online for timely topics of importance to city leaders and peer-to-peer interactions. Sessions

implementation of SB 1383 regulations, CalRecycle continues to publish education and outreach tools which are highly customizable, allowing for consideration of an individual jurisdiction's particular needs or circumstances. [Read more](#)

launched an exciting new program, the Parklet Pilot Project, which uses shipping containers to transform street areas into outdoor dining spaces so residents can practice social distancing while enjoying their meals. [Read more](#)

will include discussions on the future of government following the global pandemic, advancing equity, trends in city finance, forecasting recovery in the travel industry, and more. [Read more](#)



[Cal Cities weekly COVID-19 update: Dec. 2-9](#)

Gov. Gavin Newsom announced the launch of CA Notify, a new digital tool that will help reduce the transmission of COVID-19. Starting Dec. 10, Californians can opt in to receive COVID-19 notifications informing them if they have been exposed to someone who has tested positive for the virus. [Read more](#)

Opportunities for Cities

[Call for entries open for 2021 Outstanding Local Streets and Roads projects](#)

Now is your city's chance to highlight a street or road infrastructure project or program that has demonstrated a significant improvement in your community's street system. The Save California Streets Coalition has opened the nomination period for its annual Outstanding Local Streets and Roads Awards Program, which highlights cities and counties that are employing projects, programs, practices, and innovative technologies and materials to achieve preservation, safety, and sustainability goals for the statewide local street and road system. Submit your nomination by Jan. 29. [Read more](#)

[Apply for an NLC 2021 Leadership in Community Resilience grant!](#)

The National League of Cities (NLC) 2021 Leadership in Community Resilience program is now accepting proposals from cities seeking additional funding for resilience-related projects. Each city selected for the 2021 cohort will receive \$10,000 in financial support and customized support from both NLC and the Resilient Cities Network. The deadline to apply is Dec. 23. [Read more](#)

More News and Events

[Cal Cities joins coalition letter to the U.S. EPA on the Draft National Recycling Strategy](#)

The League of California Cities, Rural County Representatives of California, and California State Association of Counties submitted a letter to the U.S. Environmental Protection Agency on their Draft National Recycling Strategy, urging them to focus national efforts primarily on increasing manufacturer engagement in designing readily recyclable products and using recycled materials in those products. [Read more](#)

[Cal Cities Coastal Cities Group to meet with California Coastal Commission at upcoming Local Government Workshop](#)

The California Coastal Commission is hosting a Local Government Workshop Dec. 17, to discuss sea level rise and implementation of the Joint Statement on Adaptation Planning, which was adopted by the Commission in November 2020. The workshop will include representatives from the League of California Cities, and local government officials in the Coastal Zone are encouraged to attend. [Read more](#)

[Norco creates virtual tribute to remember Pearl Harbor Day](#)

The City of Norco went virtual this year for its 14th Annual Pearl Harbor Remembrance Day ceremony. Partnering with the Lake Norconian Club Foundation and Norco College, the city created a meaningful tribute at the George A. Ingalls Veterans Memorial Plaza for its 2020 remembrance ceremony and shared the tribute on the city's Facebook, Twitter, and YouTube channels. [Watch the tribute here](#).

[Norwalk offers empathy and critical support to teens in crisis](#)

The rates of depression and anxiety among children in the United States have risen steadily in recent years. After a tragic loss in Norwalk, the recreation staff sought ways to address risk factors and connect effectively with youths in crisis. They now offer a forum for dealing with issues and provide professional resources for teens and youth grappling with personal challenges every day. Read more in [Western City magazine](#).



[Upcoming Events](#)

Dec. 7, 9, and 11

[Municipal Finance Institute — Virtual Conference](#)

Dec. 17-18

[City Clerks New Law & Elections Seminar — Virtual Conference](#)

Dec. 15

[Parks & Rec Roundtable](#)

Jan. 21, 22, 28, and 29

[New Mayors and Council Members Academy — Virtual Conference](#)

Dec. 16

[Mayors & Council Members Roundtable](#)

Feb. 1, 3, and 5 **SAVE THE DATE**
[City Managers Conference — Virtual Conference](#)

Dec. 17

[City Managers Roundtable](#)



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News & Events from the League of California Cities

December 11, 2020

The Cal Cities Advocate will not publish on Dec. 16, 23, or 30. We'll resume our weekly newsletter schedule on Jan. 6.

Special Strategic Advocacy Priorities Issue

[League of California Cities Board of Directors Adopts 2021 Strategic Advocacy Priorities](#)

Today, the League of California Cities Board of Directors adopted the organization's 2021 Strategic Advocacy Priorities during its meeting.

City leaders who serve in leadership positions in Cal Cities divisions, departments, policy committees, and diversity caucuses convened during several virtual meetings this week and last to chart the organization's priorities for 2021 and ensure they are laser focused on the issues most critical to our cities and the residents our members serve. During the process, city leaders had the opportunity to review Cal Cities legislative achievements for 2020, discuss challenges cities are facing, and inform the organization's advocacy goals in 2021.

City officials from throughout the state participated in the strategic planning meetings, developing the following annual priorities addressing challenges faced by California cities.

1. **Secure state and federal funding for local COVID-19 public health response and economic recovery for all.** Secure direct and flexible funding and resources for cities of all sizes so they can continue to protect residents from the pandemic, deliver essential services, support small businesses, and lead the recovery in our communities. Improve communication and coordination with regional, state, and federal governments on public health orders and programs to stimulate equitable economic recovery.
2. **Secure funding to increase the supply and affordability of housing and resources to assist individuals at risk of – or already experiencing – homelessness while preserving local decision making.** Secure additional resources to increase construction of housing, particularly affordable housing, workforce housing, and permanent supportive housing, and ensure cities retain flexibility based on the land use needs of each community. Increase flexibility and resources to provide navigation assistance and emergency shelters, and strengthen

partnerships and collaboration with stakeholders to ensure mental health, substance abuse treatment, and wraparound services are available for adults and youth at risk of – or already experiencing – homelessness in our communities.

3. **Improve state-local coordination and planning to strengthen community disaster preparedness, resiliency, and recovery.** Pursue additional resources and support to mitigate the effects of climate change, sea level rise, catastrophic wildfires, and flooding in our communities. Promote community disaster preparedness, resiliency, and recovery in collaboration with the state and federal governments. Increase availability and access to the National Flood Insurance Program to include other natural disasters.
4. **Protect and modernize critical infrastructure.** Seek increased state and federal resources for critical and sustainable local infrastructure projects including roads, public transit, active transportation, water availability, and broadband deployment that enhance workforce and economic development and improve quality of life.

"Californians continue to suffer the devastating effects of the COVID-19 pandemic, and the adverse fiscal impacts to cities will continue well into 2021," said League of California Cities President and El Centro Mayor Cheryl Viegas Walker. "City leaders have stepped up to protect and advocate for their communities, and to promote local economic recovery. We are in serious need of state and federal financial support and resources in order to deliver essential services to our residents."

With its agenda now set, Cal Cities will begin working immediately to advance these objectives in the state and U.S. Capitols.

"Since the beginning of 2020, city leaders have taken action to protect their residents from a global pandemic, lead in the recovery of their local economies, respond to calls for equity and justice, and combat one of the worst wildfire seasons in history," said League of California Cities Executive Director and CEO Carolyn Coleman. "While the pandemic may have disrupted the advancement of a number of priority issues in the state Legislature and Congress in 2020, it also shined a floodlight on why cities need strong state and federal partners to address our shared constituents' most pressing needs. Cal Cities and our more than 475 member cities continue to stand ready to partner with regional, state, and federal governments, as well as other stakeholders, to advance these priorities through solutions built on local community input and civic engagement."

Cal Cities' strategic priorities for 2021 and prior years are available at www.cacities.org/strategicpriorities.



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