City of Carpinteria
City Council Agenda
Monday, May 10, 2021

Virtual Meeting

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

PLEDGE OF ALLEGIANCE

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS

1. Proclamation designating May 16 - 22, 2021, as "National Public Works Week".

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:

2. Receive and file the Expenditures for the period beginning April 17, 2021 and ending April 30, 2021.

ADMINISTRATIVE MATTER:

3. Adoption of Resolution No. 6050, concerning the Reclassification of the Pool Superintendent position of the Parks, Recreation and Pubic Facilities Department.

   Recommendation: Adopt Resolution No. 6050, thereby reclassifying one position in the Parks, Recreation and Public Facilities Department.

   Staff Presenter: Laura Hernandez, Human Resources Manager

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

PUBLIC HEARING: None

OTHER BUSINESS:

4. Authorization for the City Manager to execute an Agreement with GHD for assistance in the preparation of a Local Roadway Safety Plan.

   Recommendation: Authorize the City Manager to execute an Agreement with GHD to provide assistance with the preparation of a Local Roadway Safety Plan in an amount not-to-exceed $44,860. (Motion requires a roll call vote.)

   Staff Presenter: John Ilasin, Public Works Director

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

5. Authorization for the City to re-join the Multi-Jurisdictional Solid Waste Task Group.

Recommendation: That the City Council authorize rejoining the Multi-Jurisdictional Solid Waste Task Group, and appoint at least one, no more than two, Councilmembers to serve.

Staff Presenter: Erin Maker, Environmental Program Manager

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

6. Approval and adoption of urgency Ordinance No. 746, amending Ordinance No. 744, extending the temporary COVID-19 Outdoor Business Permit program to allow businesses to operate in the City right-of-way and other privately-owned outdoor spaces to encourage social distancing and economic recovery during the **COVI**D-19 pandemic.

Recommendation: Approve and adopt urgency Ordinance No. 746, amending Ordinance No. 744, extending the temporary COVID-19 Outdoor Business Permit to allow businesses to operation in the City right-of-way and other privately-owned outdoor spaces.

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) (Clark/Alt. Carty)
   b. California Joint Powers Insurance Authority (CJPIA) (Clark/Alt. Carty)
   c. Channel Counties Division, League of California Cities (Nomura/Alt. Lee)

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 & Alarcon)
g. Santa Barbara County Elected Leaders Forum to Address Homelessness (Clark/Alt. Alarcon)
h. Home for Good of Santa Barbara County (Clark/Alt. Alarcon)
i. South Coast Youth Safety Partnership (Lee & Alarcon)
J. Central Coast Community Energy (3CE) (Nomura/Alt. Goleta)

1. Joint and Standing Committees

a. City Council/Economic Vitality Committee (Carty & Lee)
b. City Council/Public Safety Committee (Clark & Nomura)
c. City Council/School Board Committee (Lee & Alarcon)
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 & Clark)
h. 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)
i. General Plan and Coastal Plan Update Committee (Joint Committee membership from City Council and Planning Commission) (Clark & Lee) (PC: Allen/Callender)
j. Public Facility Site Acquisition/Development Committee (Carty & Nomura)

2. Ad Hoc Committees

a. Library Committee (Lee & Alarcon/Alt. Carty)
b. District Elections Committee (Alarcon & Clark)
c. COVID-19 Communications Committee (Clark & Nomura)
d. COVID-19 Recovery Committee (Carty & Lee)
e. Racial Equity and Social Justice Program Planning Committee (Nomura & Alarcon)

3. City Representatives on other Committees

a. Community Media Access Center (Gary Dobbins)
b. Santa Barbara Mosquito and Vector Management District (Vacant)
c. Santa Barbara Metropolitan Transit District (Chuck McQuary)
d. County Library Advisory Committee (Gaby Edwards)

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

ADJOURNMENT

The next regular meeting of the City Council will be held on May 24, 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.

Materials related to an agenda item submitted to the City Council after distribution of the agenda packet are available for public review at the City Clerk's Office.

This agenda was posted on Wednesday, May 5, 2021, in the City Clerk's Office, on the City Hall Public Notices Window, and on the Internet.

City of Carpinteria

COUNCIL AGENDA STAFF REPORT
May 10, 2021

ITEM FOR COUNCIL CONSIDERATION

Proclamation designating National Public Works Week.

STAFF RECOMMENDATION

Action Item _X_; Non-Action Item ___

Approve the Proclamation designating May 16 through 22, 2021, as National Public Works Week.

Sample Motion: I move to:

Approve the Proclamation designating May 16 through 22, 2021, as National Public Works Week.

BACKGROUND

National Public Works Week is an annual observance to celebrate the tens of thousands of individuals who work on public works including infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities, and support the health, safety, and quality of life all across North America. Public works could not be provided without the dedicated efforts of those individuals, also known as public works personnel who are employees at all levels of government and the private sector, responsible for the planning, designing, constructing, operating, and maintaining of the nation's transportation infrastructure (e.g. streets, highways, bridges, railroads, transit systems, pipelines, canals, ports, and airports), public facilities (e.g. government buildings, schools, and hospitals), public spaces (e.g. squares, parks, and beaches), public services (e.g. water treatment and distribution, wastewater collection and treatment, solid waste collection, street sweeping, and utilities), public resources and conservation (e.g. energy, groundwater, and recycled water), and fleet and equipment (e.g. law enforcement vehicles, fire apparatus, and government vehicles and equipment).

The first celebration of National Public Works Week was in 1960. It was in that year the United States Senate adopted a resolution affirming the first National Public Works Week. Then, in 1962, President John F. Kennedy signed the Presidential Proclamation of National Public Works Week. As a joint effort, the American Public Works Association and Canadian Public Works Association promote National Public Works Week throughout North America. Government agencies, as well as the private sector, may choose how they wish to celebrate and acknowledge National Public Works Week.

Public works personnel have also long partnered with public safety personnel (i.e. law enforcement, fire, and emergency medical) as first responders in emergency preparedness, response, and recovery especially among the City of Carpinteria, Santa Barbara County Sheriff's Department, and Carpinteria-Summerland Fire Protection District. In 2003, President George W. Bush had defined, through Homeland Security Presidential Directive 8 (HSPD-8), the term first responder to also include public works personnel. As first responders in accordance with HSPD-8, public works personnel are those individuals who in the early stages of an incident are responsible for the protection and preservation of life, property, evidence, and environment.

To provide public awareness of public works personnel as first responders and the proper identification thereof, the Board of Directors of the American Public Works Association passed a motion in November 2017 to launch a campaign to promote public works personnel as first responders and approved the adoption of a new Public Works First Responder symbol, as seen here:

Public Works First Responder Symbol

<White Words on Black Stripe>
<Orange Stripe>
<White Stripe>
<Orange Stripe>
<White Words on Black Stripe>

Through the campaign of the American Public Works Association, professional public safety organizations such as the International Association of Fire Chiefs acknowledges the Public Works First Responder symbol as it is clearly associated with public works personnel on the scene of an incident.

On March 13, 2020, the Federal Emergency Management Agency declared an emergency disaster for California due to the COVID-19 pandemic (Federal Disaster No. EM-3428-CA). As first responders, City public works personnel responded to and continue to respond to the COVID-19 pandemic. On May 11, 2020, the City Council designated the Public Works First Responder symbol as a permanent official City of

Carpinteria symbol for City public works personnel in acknowledgement as a first responder to be affixed to City public works personnel uniforms, vehicles, and equipment.

The purpose of this agenda matter is to provide an opportunity for the City Council to pay tribute to all public works personnel and to raise public awareness about public works personnel as first responders.

DISCUSSION

From the first National Public Works Week in 1960, the year 2021 marks the 61st Anniversary of National Public Works Week and is sponsored by the American Public Works Association and Canadian Public Works Association. This year, the American Public Works Association and Canadian Public Works Association designated the week of May 16 through 22, 2021, as National Public Works Week with a theme. This year's theme is, "Stronger Together." By working together, the positive impact that community members and public works professionals can have is magnified, and it results in the ability to accomplish goals once thought unattainable. Public works help maintain a community's strength by working together to provide an infrastructure of services as mentioned above. Further, public works provide togetherness needed for collaboration with all the stakeholders in capital projects, infrastructure solutions, and quality of life services.

As an observance to celebrate the dedicated efforts of public works personnel, staff recommends to approve the Proclamation in designating May 16 through 22, 2021, as National Public Works Week. See Attachment A for Proclamation.

POLICY CONSISTENCY

The City Council, from time-to-time, may elect to designate through proclamation certain periods of time, e.g. a day, week or month, for public awareness and/or education purposes, as it determines appropriate.

The City's Policy for Adopting Ceremonial Recognitions, Resolution No. 5402, (2012), includes the following:

> *"Proclamation: This recognition may be presented to representatives of government or non-government organizations where the City has determined that a certain day, week, or month, be observed for a particular public awareness/education purpose. Examples include: "Family Day - A Day to Eat Dinner with Your Children," "World Oceans Day," "Arbor Day," etc."*

FINANCIAL CONSIDERATIONS

There are no financial considerations.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

There are no legal and risk management considerations.

OPTIONS

The City Council could choose not to approve the recommendation and provide further direction to staff.

PRINCIPAL PARTIES EXPECTED AT MEETING

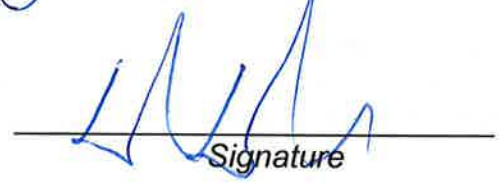
City public works personnel.

ATTACHMENTS

Attachment A: Proclamation

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

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



ATTACHMENT A

Proclamation

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PROCLAMATION

A PROCLAMATION OF THE CARPINTERIA CITY COUNCIL DESIGNATING MAY 16 THROUGH 22, 2021, AS NATIONAL PUBLIC WORKS WEEK IN THE CITY OF CARPINTERIA

WHEREAS, National Public Works Week is an annual observance to celebrate the tens of thousands of individuals who work on public works including infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to the health, safety, and quality of life all across North America; and

WHEREAS, public works could not be provided without the dedicated efforts of those individuals, also known as public works personnel who are employees at all levels of government and the private sector, responsible for the planning, designing, constructing, operating, and maintaining of the nation's transportation infrastructure (for example, streets, highways, bridges, railroads, transit systems, pipelines, canals, ports, and airports), public facilities (for example, government buildings, schools, and hospitals), public spaces (for example, squares, parks, and beaches), public services (for example, water treatment and distribution, wastewater collection and treatment, solid waste collection, street sweeping, and utilities), public resources and conservation (for example, energy, groundwater, and recycled water), and fleet and equipment (for example, law enforcement vehicles, fire apparatus, and government vehicles and equipment); and

WHEREAS, in 1960, the United States Senate adopted a resolution affirming the first National Public Works Week; and

WHEREAS, in 1962, President John F. Kennedy signed the Presidential Proclamation of National Public Works Week; and

WHEREAS, in 2003, President George W. Bush defined, through Homeland Security Presidential Directive 8 (HSPD-8), the term first responder to also include public works personnel; and

WHEREAS, as first responders in accordance with HSPD-8, public works personnel are those individuals who in the early stages of an incident are responsible for the protection and preservation of life, property, evidence, and environment; and

WHEREAS, in November 2017, the Board of Directors of the American Public Works Association passed a motion to launch a campaign to promote public works personnel as first responders and approved the adoption of the Public Works First Responder symbol as shown herein:

Public Works First Responder Symbol

<White Words on Black Stripe>

<Orange Stripe>

<White Stripe>

<Orange Stripe>

<White Words on Black Stripe>

and

WHEREAS, on March 13, 2020, the Federal Emergency Management Agency declared an emergency disaster for California due to the COVID-19 pandemic (Federal Disaster No. EM-3428-CA); and

WHEREAS, on May 11, 2020, the Carpinteria City Council designated the Public Works First Responder symbol, as shown herein, as a permanent official City of Carpinteria symbol for City public works personnel in acknowledgement as a first responder to be affixed to City public works personnel uniforms, vehicles, and equipment; and

WHEREAS, as first responders, City public works personnel were called upon to respond and continue to respond to the COVID-19 pandemic; and

WHEREAS, the year 2021 marks the 61st Anniversary of National Public Works Week and is sponsored by the American Public Works Association and Canadian Public Works Association; and

WHEREAS, it is in the public interest for the Carpinteria community to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works.

NOW, THEREFORE, BE IT PROCLAIMED, the Carpinteria City Council does hereby designate the week of May 16 through 22, 2021, as National Public Works Week in the City of Carpinteria, and urges the Carpinteria community to join with representatives of the American Public Works Association, Canadian Public Works Association, and local government agencies, in activities, events, and ceremonies designed to pay tribute to public works personnel and to recognize the substantial contributions they make to protect our health, safety, and quality of life; and

IN WITNESS THEREOF, I have hereunto set my hand and caused the official seal of the City of Carpinteria, California, to be affixed this 10th day of May, 2021.

Mayor, City of Carpinteria

ATTEST:

City Clerk, City of Carpinteria

City of Carpinteria

COUNCIL AGENDA STAFF REPORT
May 10, 2021

ITEM FOR COUNCIL CONSIDERATION

Expenditures for the period beginning April 17, 2021 and ending April 30, 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 April 17, 2021 and ending April 30, 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 Durflinger, City Manager
(805) 755-4400, DaveD@ci.carpinteria.ca.us

Signature

Warrant Register

City of Carpinteria

Date Range: 04/17/2021 - 04/30/2021

Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
	BENGAL ENGINEERING		04/22/2021	Regular	35,987.25	99250
4434	Invoice	04/22/2021	DESIGN SERVICES FOR RINCON TRAIL THROUGH 2/28/21			
	COASTAL VIEW NEWS		04/22/2021	Regular	642.00	99251
56851	Invoice	04/22/2021	HOUSEHOLD HAZARDOUS WASTE DAY ADVERTISING 3/25/21			
	DATA TICKET INC		04/22/2021	Regular	200.00	99252
123245	Invoice	04/22/2021	FEBRUARY 2021-ONLINE ACCESS TO CITATION PROCESSING			
	FRONTIER COMMUNICATIONS		04/22/2021	Regular	144.64	99253
APR21 805-684-76	Invoice	04/22/2021	PHONE AND INTERNET SERVICES FOR LG & BOATHOUSE			
	GRACENOTE		04/22/2021	Regular	69.23	99254
9747062882	Invoice	04/22/2021	APR21 LISTING DISTRIBUTIONS SERVICES-GATV			
	GRANICUS		04/22/2021	Regular	10,962.92	99255
138330	Invoice	04/22/2021	GOVT TRANSPARANCY HARDWARE			
	IMPULSE ADVANCE COMMUNICATIONS		04/22/2021	Regular	1,647.23	99256
61511	Invoice	04/22/2021	PHONE SERVICES			
	INTERWEST CONSULTING GROUP		04/22/2021	Regular	5,530.00	99257
67625	Invoice	04/22/2021	FEB21 TRAFFIC AUGMENTATION SERVICES			
67626	Invoice	04/22/2021	FEB21 ENGINEERING SERV. FOR CROSSWALK IMPROVEMENTS			
	MISSION UNIFORM SERVICE		04/22/2021	Regular	38.60	99258
514417781	Invoice	04/22/2021	UNIFORM MAINTENANCE AND MAT REPLACEMENT			
	MNS ENGINEERS INC		04/22/2021	Regular	1,339.00	99259
77472	Invoice	04/22/2021	PLAN/MAP CHECKING FOR 1849 VALLECITO RD			
	POLICORE INC.		04/22/2021	Regular	4,680.00	99260
402236	Invoice	04/22/2021	IT SERVICES FOR MARCH 2021			
	ROCKWELL PRINTING		04/22/2021	Regular	760.93	99261
37550	Invoice	04/22/2021	NO PARKING SIGNS FOR WORKING IN RIGHT-OF-WAY			
	ROY HARTHORN		04/22/2021	Regular	19,568.82	99262
1455	Invoice	04/22/2021	MAR21 PLAN CHECK SERVICES			
	SANTA BARBARA PEST CONTROL		04/22/2021	Regular	120.00	99263
130147	Invoice	04/22/2021	MAR21 PEST CONTROL AT CITY HALL			
130148	Invoice	04/22/2021	MAR21 PEST CONTROL AT CITY HALL			
	SOLID WASTE SOLUTIONS INC		04/22/2021	Regular	423.00	99264
177	Invoice	04/22/2021	ANNUAL REPORT PREP. & CALRECYCLE GRANT REPORT			
	STAPLES ADVANTAGE		04/22/2021	Regular	339.60	99265
3472718811	Invoice	04/22/2021	MAGNETS			
3472718812	Invoice	04/22/2021	COPY PAPER			
3472718813	Invoice	04/22/2021	BLACK TONER			
3472819821	Invoice	04/22/2021	COPY PAPER			
	THOMSON REUTERS		04/22/2021	Regular	168.08	99266
844087067	Invoice	04/22/2021	MAR21 WEST INFORMATION CHARGES			
	WEST COAST ARBORISTS, INC.		04/22/2021	Regular	3,025.00	99267
170856	Invoice	04/22/2021	TREE MAINTENANCE 3/18/21-3/26/21			

Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Payment Amount	Number
	WOOD ENVIRONMENT & INFRASTRUCTURE S		04/22/2021	Regular	907.80	99268
S58582309	Invoice	04/22/2021	DUNE & SHORELINE PROJECT SERVICES THROUGH 2/26/21			
	4209 CARPINTERIA AVE LLC		04/22/2021	Regular	3,585.60	99269
INV0002276	Invoice	04/22/2021	REFUND DEPOSIT/PROJECT BALANCE			
	ALICE WISSING		04/22/2021	Regular	360.00	99270
04/05/21	Invoice	04/22/2021	MINUTES FOR PLANNING COMMISSION MEETING 3/01/21			
	BRAND ASSET MANAGEMENT, LLC		04/22/2021	Regular	12.50	99271
INV0002271	Invoice	04/22/2021	REFUND-OVERPAYMENT OF BUSINESS LICENSE			
	DANNY PARKER		04/22/2021	Regular	73.50	99272
INV0002273	Invoice	04/22/2021	REFUND-OVERPAYMENT OF BUSINESS LICENSE			
	DIANNE FUENTES		04/22/2021	Regular	300.00	99273
INV0002274	Invoice	04/22/2021	CLEANING DEPOSIT REFUND FOR VETS HALL RENTAL			
	HOUSE SANITARY SUPPLY		04/22/2021	Regular	207.97	99274
248089	Invoice	04/22/2021	BATH TISSUE FOR PUBLIC RESTROOMS			
	KENDRA WEBSTER		04/22/2021	Regular	60.00	99275
INV0002272	Invoice	04/22/2021	REFUND-OVERPAYMENT OF HOME OCCUPATION PERMIT			
	KIMBALL MIDWEST		04/22/2021	Regular	49.70	99276
8732289	Invoice	04/22/2021	TANK INSERT FOR CITY HALL BACK-UP GENERATOR			
	MANUEL MARTINEZ		04/22/2021	Regular	53.10	99277
INV0002275	Invoice	04/22/2021	REFUND DEPOSIT/PROJECT BALANCE			
	SANTA BARBARA COUNTY FLOOD CONTROL &		04/22/2021	Regular	245.00	99278
INV0002277	Invoice	04/22/2021	TEMP ENTRY PERMIT-FRANKLIN & SANTA MONICA CHANNEL			
	SO CA EDISON		04/22/2021	Regular	12.26	99279
MAR21 700474689	Invoice	04/22/2021	ELECTRICITY-4683 9TH ST			
	ADELE GOGGIA		04/22/2021	Regular	1,200.00	99280
INV0002257	Invoice	04/22/2021	PAY PERIOD #8			
	SEIU LOCAL 620		04/22/2021	Regular	226.18	99281
INV0002265	Invoice	04/22/2021	Employee Union Dues Contribution			
	UNITED WAY OF SANTA BARBARA COUNTY		04/22/2021	Regular	24.00	99282
INV0002266	Invoice	04/22/2021	Employee United Way Contribution			
	VANTAGEPOINT TRANSFER AGENTS - 457		04/22/2021	Regular	4,437.89	99283
INV0002258	Invoice	04/22/2021	ICMA Employee Contributions			
INV0002259	Invoice	04/22/2021	ICMA Employee Contributions			
	AT&T MOBILITY		04/22/2021	Regular	200.68	99284
287303896883X04	Invoice	04/22/2021	CITY HALL MONTHLY PHONE BILL-FIRST NET MARCH 2021			
	CARPINTERIA VALLEY LUMBER CO		04/22/2021	Regular	581.04	99285
441529	Invoice	04/22/2021	STEPPING STONES			
441804	Invoice	04/22/2021	MOUSE BAIT STATION, LITHIUM BATTERY			
441953	Invoice	04/22/2021	SPEC MORTAR MIX			
441956	Invoice	04/22/2021	SPEC MORTAR MIX			
442264	Invoice	04/22/2021	DOUG FIR			
442477	Invoice	04/22/2021	DRILL TURBINE			
442534	Invoice	04/22/2021	STEEL FIBER PUSHBROOM FOR TRK #329			
442681	Invoice	04/22/2021	STAPLES 1250PK			
442738	Invoice	04/22/2021	TARPS			
442752	Invoice	04/22/2021	GALLON SUNNYSIDE ODORLESS MINERAL SPIRIT			
442753	Invoice	04/22/2021	RAPID SET MORTAR			
442793	Invoice	04/22/2021	MISC. HARDWARE			

Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Payment Amount	Number
443236	Invoice	04/22/2021	GACO ELASTOMERIC SIL VOC, SILLCOCK KEY			
443441	Invoice	04/22/2021	9" PRO SOLTNS WOOL BLEND			
443687	Invoice	04/22/2021	RAPID SET MORTAR 55 LB			
443838	Invoice	04/22/2021	MISC. HARDWARE			
443916	Invoice	04/22/2021	SEE-PAK, BAG-A-Z			
444448	Invoice	04/22/2021	REFLECTORS MYL WIDE STY 2			
444527	Invoice	04/22/2021	PLANT LABELS, GARDENING, RECIPE 420			
444711	Invoice	04/22/2021	TRAFFIC RED PAINT			
K44309	Invoice	04/22/2021	EXT CORD 15'			
	Void		04/22/2021	Regular- Voided Check	0	99286
	GRAINGER		04/22/2021	Regular	297.47	99287
9825568240	Invoice	04/22/2021	DOOR SPRING HINGE AND FUNNELS			
9829090092	Invoice	04/22/2021	GAS SPRINGS			
9830101631	Invoice	04/22/2021	EPOXY, EAR PLUGS, CLEANING TISSUES			
9852602375	Invoice	04/22/2021	BLANK BRASS TAG			
	SANTA BARBARA COUNTY, SHERIFF'S DEPT		04/22/2021	Regular	340,878.67	99288
1166	Invoice	04/22/2021	MAR21 CONTRACTED LAW ENFORCEMENT SERVICES			
	DALE REDFIELD		04/29/2021	Regular	770.00	99289
04/16/21	Invoice	04/26/2021	LIBRARY CONSULTANT SERVICES 4/1/21-4/15/21			
	BROWNSTEIN HYATT FARBER SCHRECK		04/29/2021	Regular	72,395.00	99290
840974	Invoice	04/29/2021	PROFESSIONAL LEGAL SERVICES THROUGH 3/31/21			
840975	Invoice	04/29/2021	PROFESSIONAL LEGAL SERVICES THROUGH 3/31/21			
840976	Invoice	04/29/2021	PROFESSIONAL LEGAL SERVICES THROUGH 3/31/21			
840977	Invoice	04/29/2021	PROFESSIONAL LEGAL SERVICES THROUGH 3/31/21			
	CANON FINANCIAL SERVICES, INC		04/29/2021	Regular	1,249.52	99291
26553602	Invoice	04/29/2021	APR21 CHARGES FOR PRINTERS- CANON 5760 & CANON B&W 6275			
	DFM ASSOCIATES		04/29/2021	Regular	15.09	99292
INV0002279	Invoice	04/29/2021	2021 CALIFORNIA ELECTIONS CODE BOOKS			
	JOHNSTONE SUPPLY		04/29/2021	Regular	126.73	99293
3053782-01	Invoice	04/29/2021	SWITCH PRESS FOR FURNACE REPAIR AT SEASIDE BLDG			
3054196	Invoice	04/29/2021	TRANSDUCER FOR FURNACE REPAIR AT SEASIDE BLDG			
	QUADIENT FINANCE USA INC		04/29/2021	Regular	500.00	99294
7900 0110 3770 54	Invoice	04/29/2021	POSTAGE FROM CITY HALL-04/02/21			
	REAL GREEN LANDSCAPE		04/29/2021	Regular	6,573.41	99295
2711-2	Invoice	04/29/2021	FIX & REPLACE WATERLINE AT CITY HALL 01/02/2021			
2750	Invoice	04/29/2021	MAR21 MONTHLY MAINTENANCE-CARPINTERIA LIBRARY			
2751	Invoice	04/29/2021	MAR21 MONTHLY MAINTENANCE-LINDEN TO PALM AVE			
2752	Invoice	04/29/2021	MAR21 MONTHLY MAINTENANCE-SALT MARSH PARK			
2753	Invoice	04/29/2021	MAR21 MONTHLY MAINTENANCE-MONTE VISTA PARK			
2754	Invoice	04/29/2021	MAR21 MONTHLY MAINTENANCE-FRIENDS OF THE LIBRARY			
2755	Invoice	04/29/2021	MAR21 MONTHLY MAINTENANCE-CARPINTERIA CREEK PARK			
2756	Invoice	04/29/2021	MAR21 MONTHLY MAINTENANCE-VETS HALL			
2757	Invoice	04/29/2021	MAR21 MONTHLY MAINTENANCE-AMTRAK DEPOT			
	SO CA EDISON		04/29/2021	Regular	43.98	99296
MAR21 700163777	Invoice	04/29/2021	ELECTRICITY-6145 CARPINTERIA AVE			
MAR21 700333892	Invoice	04/29/2021	ELECTRICITY-5781 CARPINTERIA AVE			
	STAPLES ADVANTAGE		04/29/2021	Regular	274.55	99297
3474178251	Invoice	04/29/2021	BLACK 950 XL INK, COPY PAPER			
3474298573	Invoice	04/29/2021	AVY LASER LABEL 3000PK, WHITE CARD STOCK 250PK			
	AG ENT INC		04/29/2021	Regular	467.17	99298
21132	Invoice	04/29/2021	CARP CREEK PARK BACKFLOW TEST 04/07/21			

Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Payment Amount	Number
21140	Invoice	04/29/2021	TAR PITS BACKFLOW TEST 3/23/21			
	BIG GREEN CLEANING COMPANY		04/29/2021	Regular	84.00	99299
576306	Invoice	04/29/2021	MAR21 CONTRACTED CLEANING SERVICES-COMM. GARDEN			
	COASTAL VIEW NEWS		04/29/2021	Regular	1,284.00	99300
56878	Invoice	04/29/2021	HHWD EVENT ADVERTISING-04/01/21			
56915	Invoice	04/29/2021	HAZ WASTE DAY ADVERTISING-04/08/21			
	EASY LIFT TRANSPORTATION		04/29/2021	Regular	1,000.00	99301
7087	Invoice	04/29/2021	APRIL21 COMMUNITY TRANSPORTATION SERVICES			
	ENCOMPASS CONSULTANT GROUP, INC		04/29/2021	Regular	12,162.66	99302
02779	Invoice	04/29/2021	MAR21 ENGINEERING SERV. FOR 2021 CARP PAVE REHAB			
	HINDERLITER DE LLAMAS		04/29/2021	Regular	300.00	99303
SIN007799	Invoice	04/29/2021	CONTRACT SERVICES- TRANSACTION TAX Q3 2020			
	JOY EQUIPMENT PROTECTION INC		04/29/2021	Regular	175.00	99304
80489	Invoice	04/29/2021	SEMI-ANNUAL TOT & SERVICE OF HAZMAT SYSTEM			
	LARRY NIMMER		04/29/2021	Regular	1,462.50	99305
041621	Invoice	04/29/2021	PRODUCE VIDEO SEGMENTS ABOUT PANDEMIC EXPERIENCES			
	MISSION UNIFORM SERVICE		04/29/2021	Regular	38.60	99306
514461297	Invoice	04/29/2021	UNIFORM MAINTENANCE, MAT REPLACEMENT 03/29/2021			
	PACIFIC SWEEP		04/29/2021	Regular	4,749.21	99307
13541	Invoice	04/29/2021	MAR21 CONTRACTED STREET SWEEPING			
	PROJECT SUPPORT SERVICES INC.		04/29/2021	Regular	250.00	99308
03092933	Invoice	04/29/2021	MAR21 PROJECT SERVICES FOR POOL MULTIPURPOSE ROOM			
	REAL GREEN LANDSCAPE		04/29/2021	Regular	3,934.00	99309
2746	Invoice	04/29/2021	MAR21 GOPHER TRAPPING-VIOLA FIELDS			
2747	Invoice	04/29/2021	EXTRA WORK DONE AT MEMORIAL PARK-WEEDING 3/31/21			
2748	Invoice	04/29/2021	MAR21 GOPHER TRAPPING-CITY HALL			
2749	Invoice	04/29/2021	MAR20-MAY21 GOPHER TRAPPING-EL CARRO PARK			
	STAPLES ADVANTAGE		04/29/2021	Regular	677.58	99310
3473643773	Invoice	04/29/2021	YELLOW, MAGENTA, CYAN TONER CARTRIDGES			
	UNDERGROUND SERVICE ALERT OF SOUTHER		04/29/2021	Regular	163.45	99311
320210157	Invoice	04/29/2021	NEW TICKET CHARGES & DATABASE MAINTENANCE			
	VJS BIOLOGICAL CONSULTING		04/29/2021	Regular	225.00	99312
04/02/2021	Invoice	04/29/2021	MAR21 BIOLOGICAL SERVICES			
	WALKER CONSULTANTS		04/29/2021	Regular	3,171.25	99313
37893801007	Invoice	04/29/2021	MAR21 PROFESSIONAL SERVICES FOR CARP DWNTN PARKING			
	AFLAC		04/29/2021	Regular	648.05	99314
259608	Invoice	04/29/2021	APRIL 2021 EMPLOYEE PREMIUMS			
	COASTAL VIEW NEWS		04/29/2021	Regular	308.00	99315
56907	Invoice	04/29/2021	NOTICE INVITING BIDS ADVERTISING-04/01/2021			
	GUARDIAN		04/29/2021	Regular	7,257.74	99316
APR21 PREMIUMS	Invoice	04/29/2021	APR21 PREMIUMS			
	SITEONE LANDSCAPE SUPPLY (ALL AROUND)		04/29/2021	Regular	188.44	99317
106497657-001	Invoice	04/29/2021	SPRINKLER DIAPHRAGM SUPPORT FOR CITY IRRIGATION			
106676039-001	Invoice	04/29/2021	MANURE FORK, TUBING, HOSE SWIVEL, ORCHARD LOPPER			
107032563-001	Invoice	04/29/2021	FACEGUARD, HEADGEAR, SAFETY GLASSES			
107037719-001	Invoice	04/29/2021	PVC PIPE & PVC PRIMER FOR BEACH REPAIR			

Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Payment Amount	Number
	SO CA EDISON		04/29/2021	Regular	4,705.31	99318
APR21 700291369	Invoice	04/29/2021	ELECTRICITY-MULTIPLE LOCATIONS			
	WEX BANK (CHEVRON)		04/29/2021	Regular	1,107.19	99319
71317525	Invoice	04/29/2021	APR21 FUEL FOR CITY VEHICLES			
	EDD-SIT		04/22/2021	Bank Draft	4,556.41	DFT0001578
PR08 04/22/21	Invoice	04/22/2021	PR08 04/22/21 SIT TAXES			
	INTERNAL REVENUE SERVICE		04/22/2021	Bank Draft	15,120.37	DFT0001579
PR08 04/22/21	Invoice	04/22/2021	PR08 04/22/21 FEDERAL TAX PAYMENT			
	CalPERS		04/22/2021	Bank Draft	5,165.88	DFT0001580
04/03/21-04/16/2	Invoice	04/22/2021	PEPRA RETIREMENT 04/03/21-04/16/21 PR08			
	CalPERS		04/22/2021	Bank Draft	13,848.17	DFT0001581
04/03/21-04/16/2	Invoice	04/22/2021	CLASSIC RETIREMENT 04/03/21-04/16/21 PR08			
	EDD-SDI		04/22/2021	Bank Draft	1,438.97	DFT0001582
PR08 04/22/21	Invoice	04/22/2021	PR08 04/22/21 SDI TAXES			
	VOYA FINANCIAL		04/22/2021	Bank Draft	850.12	DFT0001583
PR08 04/22/21	Invoice	04/22/2021	PR08 04/22/21 RETIREMENT CONTRIBUTIONS			

City of Carpinteria

COUNCIL AGENDA STAFF REPORT
May 10, 2021

ITEM FOR COUNCIL CONSIDERATION

Adoption of Resolution No. 6050, concerning the Reclassification of the Pool Superintendent position of the Parks, Recreation and Public Facilities Department.

STAFF RECOMMENDATION

Action Item _X_; Non-Action Item ___

Adopt Resolution No. 6050, thereby reclassifying one position in the Parks, Recreation and Public Facilities Department.

Sample Motion: I move to adopt Resolution Nos. 6050, as read by title only.

BACKGROUND

Pursuant to Carpinteria Municipal Code section 2.08.110, Powers and duties designated, the City Manager, in part, makes recommendations to the City Council concerning any reorganization of offices, positions, departments or units as necessary to further the interest of efficient, effective, and economical conduct of City business.

The City Manager has worked with Department Head and the Human Resources Manager to develop a reorganization recommendation affecting the Parks, Recreation and Public Facilities Department. Complementary to those prior reorganization actions, the City Manager is recommending the Pool Superintendent position be reclassified to Aquatics Superintendent.

DISCUSSION

On November 12, 2019, Council adopt Resolution No. 5920, thereby reclassifying three position in the Parks, Recreation and Public Facilities Department. One of the positions was the Pool Superintendent which was reclassified from a Miscellaneous Unrepresented Personnel class to the Management class an at-will employee.

Currently, the Pool Superintendent is at salary grade 11, at $43,157.77 - $59,343.11 annual salary or $20.7489 - $28.5303 hourly salary. The position is proposed to be reclassified to reflect additional supervisory responsibilities at salary grade 12, with an

annual salary of $61,942.90 - $85,173.27 or $29.78 - $40.95 hourly salary. The position supervises aquatics program coordinator, cashiers, swim coaches, water aerobics instructors, junior, pool and beach lifeguards, schedules pool and beach staff as well as other part-time extra help pool and beach staff. In addition, the position conducts related employee training, performance coaching and mentoring, and aquatic program creation and implementation. The reclassification will result in the position being at the same level as the Public Works Supervisor and Parks and Facilities Maintenance Supervisor.

The reclassification is being recommended to better reflect the job responsibilities and alignment in the City organization. The reclassification is also expected to support successful recruitment and retention for the organization in the future.

POLICY CONSISTENCY

Reorganizing, reclassifying and maintaining up to date salaries and job descriptions is consistent with the City's interest in successfully recruiting and improving the City's efficiency within each department and meeting the service needs of the community.

FINANCIAL CONSIDERATIONS

The proposed position expenses have been included in the adopted fiscal year 2020-21 budget and if approved will be included in next year's budget for 2021-22.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

There are no legal considerations presented with this report. The reclassifications proposed are expected, in part, to support the City's Risk Management program by improving level of service for the Community Pool management activities.

OPTIONS

1) Adopt and approve the Aquatics Superintendent reclassification (staff recommendation).

2) Direct staff to modify Aquatics Superintendent job description and/or salary structure 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 reclassification of the Aquatics Superintendent position and direct staff as appropriate.

PRINCIPAL PARTIES EXPECTED AT MEETING

There are no principal parties expected at the meeting.

ATTACHMENTS

A. Resolution No. 6050
B. Exhibit A - Aquatics Superintendent Job Description

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

Signature

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

Signature

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

Signature

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ATTACHMENT A

RESOLUTION NO. 5950

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RESOLUTION NO. 6050

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA APPROVING AND ADOPTING CHANGES TO CERTAIN POSITION DESCRIPTIONS

WHEREAS, after review of the job duties and description, the City Manager is recommending that the position title and description of Pool Superintendent be changed; and

WHEREAS, maintaining up to date job titles and descriptions is essential to successful recruitment and hiring and to ensure that appropriate duties and responsibilities are clearly defined for efficient and effective City operations; and

WHEREAS, the City Council has received the recommendations of the City Manager and wishes to revise the position title and description for Pool Superintendent.

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The above recites are true and correct.

Section 2. The City Council approves and adopts the job description included as Exhibit A, including establishing the title Aquatics Superintendent.

Section 3. The City Manager is authorized to implement these changes as determined appropriate and necessary.

PASSED, APPROVED AND ADOPTED on 10th day of May, 2021, by the following vote:

AYES: COUNCILMEMBER(S):

NOES: COUNCILMEMBER(S):

ABSENT: COUNCILMEMBER(S):

ABSTAIN: COUNCILMEMBER(S):

Mayor, City of Carpinteria

ATTEST:

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 May 10, 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 to Resolution No. 6050

Aquatics Superintendent Job Description

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POSITION DESCRIPTION

Position Title: AQUATICS SUPERINTENDENT

Department: Parks, Recreation and Public Facilities

Classification: EXEMPT **Approved by:** City Manager

Reporting Relationships: N/A

Position Reports to: Parks, Recreation and Public Facilities Director

Position Supervised: Aquatics Program Coordinator, Beach Lifeguard Supervisor, Lifeguards, Cashiers, Swim Coach, Water Aerobics Instructors, and any other Pool and Beach extra help positions.

Position Purpose:

Under direction of the Parks, Recreation and Facilities Director, oversees the operation, maintenance and programming of the City Community Pool and Beach as well as develops, coordinates, implements and supervises the City's comprehensive programs and classes. Supervise and coordinate the work of pool and beach staff; and to provide technical support to the Parks, Recreation and Facilities Director. Supervises full-time and part-time staff, including beach and pool lifeguards and recreation staff. Plans, coordinates and supervises day-to-day operations, general and preventive maintenance and instructional and recreational swimming programs. Coordinates and develops aquatic programs and activities to meet the needs of the community. Oversees the beach management duties, including supervision of the daily activities of lifeguards during summer season; oversees beach recreational programming; performs emergency services and enforcement duties. Trains, supervises and evaluates the performance of assigned staff. Incumbent may work irregular schedules, including evenings, weekends and holidays.

Essential Functions and Basic Duties:

- Develop, plan, organize, promote, implement and direct a full program of instructional, recreational, and special event aquatic activities, associated with the community pool.
- Analyze pool operations and programming, as well as oversee and administer pool management function.
- Determine schedules for pool staff and recommend schedules of independent contractors; determining job assignments, reviewing work products, and training staff as needed.

- Supervise, schedules, monitors and trains full-time, part-time, independent contractors, and volunteer staff. Monitors the performance, prepares evaluations, and participates in progressive disciplinary process for assigned staff. Trains staff regarding new laws and changes in policies and procedures. Instructs aquatic staff in a variety of Red Cross certification courses.

- Enforce pool rules, regulations and standards of safety within City policies and guidelines in accordance with state health codes; maintain control over the maximum number of patrons admitted to the pool.

- Maintain level of training necessary to meet established standard and provide in-service training programs for new and returning staff.

- Inspects buildings and equipment and performs preventive maintenance work, as necessary. Inspects, diagnoses, repairs, schedules and maintains pool systems and equipment per manufacturers recommendations and preventative maintenance schedule.

- Tests and maintains pool water chemistry, applying chemicals as needed. Maintains pool disinfection system, including all pumps and controllers. Coordinate's maintenance of pool systems including pumps, heaters, ozone system and water chemistry equipment.

- Establishes and coordinates an annual preventative maintenance program. Maintains accurate maintenance records, including plans, specifications, maintenance manuals, water quality reports, completed work orders and preventive maintenance schedules. Maintains inventories of essential parts, equipment and chemical supplies for efficient pool operation. Schedules and supervises routine preventive pool maintenance activities.

- Investigate and attempt to resolve complaints from the public on operations.

- Maintain accurate operational and financial records, prepare written reports and submit recommendations to Parks, Recreation and Public Facilities Director.

- Participate with the development and monitoring of annual budget. Administers and monitors assigned budget monies; purchases equipment and supplies according to established procedures.

- Supervise inventory maintenance and ordering of pool equipment and supplies.

- Assure that pool facility is maintained in a neat, clean and orderly manner; and that mechanical equipment functions properly to meet health standards.

- Oversee, coordinate and administer the beach management function.

- Participate in recommending the appointment of personnel; coordinate staff training and supervise beach lifeguard staff, including disciplinary actions and employee evaluations.

- Direct offshore demarcation buoy placement and retrieval.

- Assure that beach is maintained in a neat, clean and orderly manner; and that restrooms and other beach facilities are maintained properly, Inspect beach for safety and cleanliness and direct cleaning of beach and removal of surf debris.

- Direct and assist other lifeguard in responding to emergencies.

- Participate in budget preparation and monitoring; prepare cost estimates for budget recommendations; submit justifications for beach programs; monitor and control expenses.

- Oversee Junior Lifeguard Program.

- Manage ocean front beach concession operations.

- Daily, regular and punctual attendance.

- Perform other related duties as assigned.

Qualifications:

Education/Certification:

- A combination of education training and experience equivalent to an Associate's degree from a college with coursework in aquatics, business administration, or a related field.

- Possession of, or ability to obtain, a valid California driver's license.

- Good driving record.

- Possession of the following valid certifications are highly desirable at time of application submittal and are required within a specific time frame as follows:
    - Within 12 months of appointment:
        - American Red Cross Lifeguard Training
        - American Red Cross CPR for Professional Rescuer (CPR/FPR)
        - American Red Cross Automated External Defibrillator (AED)
        - American Red Cross Water Safety Instructor
        - American Red Cross Emergency Response Training (Title 22)
        - Aquatic Facility Operator (AFO) certificate or Certified Pool Operator (CPO) certificate
        - American Red Cross Lifeguard Training Instructor Trainer
        - American Red Cross Water Safety Instructor Trainer

Required Knowledge:

- Principles and practices of swimming pool operations and administration.

- Principles and practices of pool safety including first aid, CPR, standard lifesaving and other emergency procedures.

- Basic mechanical and sanitation requirements of a public swimming pool.
- Principles and practices of water safety instructions and effective teaching methods.
- Applicable City and State Codes and regulations.
- Basic record keeping principles and procedures.
- Computer and other office equipment.

Experience Required:

- Minimum of two years lifeguard or related experience, including two years of supervisory duties and progressively responsible experience in recreation program operations, including experience implementation of aquatic-related programs, are required.

Skills/Abilities:

- Prepare, administer and monitor a budget.
- Supervise, train and evaluate assigned staff.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Publicize, promote, develop and implement multiple swim programs for a wide variety of public interests.
- Instruct classes and conduct programs related to the pool.
- Effectively use lifeguard and mechanical equipment used at the pool including care and maintenance of such equipment.
- Compile information and maintain records.
- Ability to speak Spanish is not required, but preferred.

PHYSICAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION

FINGER DEXTERITY:	Using primarily just the fingers to make small movements such as typing, picking up small objects, or pinching fingers together.
TALKING:	Especially where one must frequently convey detailed or important instructions or ideas accurately, loudly, or quickly.

AVERAGE HEARING: Able to hear average or normal conversations and receive ordinary information.

AVERAGE VISUAL ABILITIES: Average, ordinary, visual acuity necessary to prepare or inspect documents or products or operate machinery.

PHYSICAL STRENGTH: Sedentary work; sitting most of the time. Swimming sufficient to perform lifesaving techniques and rescues; travels across wet, sloping surfaces; vision and hearing sufficient to and communicate across a noisy public swimming pool; speaking sufficient to exchange information in person, on the telephone, or at formal presentations; dexterity of hands and fingers to operate pool equipment; bending, stooping, reaching, kneeling, or crouching; sitting or standing for extended periods of time; and lifts, pushes and pulls 50 pounds when responding to emergency lifesaving situations.

WORKING CONDITIONS: Work is performed in a standard office setting. Works inside and outside in seasonal climate and weather conditions; works on slippery surfaces, where water and swimming pool chemicals are frequently encountered; may drive a vehicle to different locations; works irregular schedules including evenings, weekends, and holidays; and subject to emergency situations.

MENTAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION

REASONING ABILITY: Ability to apply logical or scientific thinking to define problems, collect data establish facts, and draw conclusions.

Able to interpret a variety of technical instructions and can deal with multiple variables.

MATHEMATICS ABILITY: Able to perform mathematical and statistical calculations.

LANGUAGE ABILITY: Ability to read a variety of books, magazines, instruction manuals, atlases, and encyclopedias.

Ability to prepare memos, reports, and essays using proper punctuation, spelling, and grammar.

Ability to communicate distinctly with appropriate pauses and emphasis, correct pronunciation (or sign equivalent), and variation in word order using present, perfect, and future tenses.

INTENT AND FUNCTION OF JOB DESCRIPTIONS

Job descriptions assist organizations in ensuring that the hiring process is fairly administered and that qualified employees are selected. They are also essential to an effective appraisal system and related promotion, transfer, layoff, and termination decisions. Well-constructed job descriptions are an integral part of any effective compensation system.

All descriptions have been reviewed to ensure that only essential functions and basic duties have been included. Peripheral tasks, only incidentally related to each position, have been excluded. Requirements, skills, and abilities included have been determined to be the minimal standards required to successfully perform the positions. In no instance, however, should the duties, responsibilities, and requirements delineated be interpreted as all inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate.

In accordance with the Americans with Disabilities Act, it is possible that requirements may be modified to reasonably accommodate disabled individuals. However, no accommodations will be made which may pose serious health or safety risks to the employee or others or which impose undue hardships on the City.

Job descriptions are not intended as and do not create employment contracts. This is an at-will position. Employees can be terminated

for any reason not prohibited by law.

City of Carpinteria

COUNCIL AGENDA STAFF REPORT
May 10, 2021

ITEM FOR COUNCIL CONSIDERATION

Authorization for the City Manager to execute an Agreement with GHD for assistance in the preparation of a Local Roadway Safety Plan.

STAFF RECOMMENDATION

Action Item _X_; Non-Action Item ___

Authorize the City Manager to execute an Agreement with GHD to provide assistance with the preparation of a Local Roadway Safety Plan in an amount not-to-exceed $44,860.

Sample Motion: I move to:

Authorize the City Manager to execute an Agreement with GHD to provide assistance with the preparation of a Local Roadway Safety Plan in an amount not-to-exceed $44,860.

(The motion requires a roll call vote.)

BACKGROUND

Federal regulations require each state to have a Strategic Highway Safety Plan (SHSP). An SHSP is a statewide data-driven roadway safety plan that coordinates the efforts of a wide range of organizations to reduce traffic accident fatalities and serious injuries on all public roads. In coordination with federal, state, local, and private sector traffic safety stakeholders, the SHSP establishes goals, objectives, and emphasis or challenge areas. The SHSP addresses the 4Es of traffic safety: Engineering, Enforcement, Education, and Emergency Services.

While the SHSP is used as a statewide approach for improving roadway safety, a Local Road Safety Plan (LRSP) can be a means for providing local and rural road owners with an opportunity to address unique roadway safety needs in their jurisdictions while contributing to the success of the SHSP. The process of preparing an LRSP creates a

framework to systematically identify and analyze roadway safety problems and recommend countermeasures. Preparing an LRSP facilitates the development of local agency partnerships and collaboration, resulting in a prioritized list of countermeasures that can demonstrate a defined need and contribute to the statewide plan. An LRSP offers a proactive approach to addressing roadway safety needs and demonstrates agency responsiveness to challenges.

An LRSP can guide the organization of stakeholders to identify, analyze, and prioritize countermeasures on local and rural roads. The process of developing an LRSP can be tailored to local protocols, needs, and issues. The LRSP serves as the record document in fulfilling one of the major criteria in applying for future Highway Safety Improvement Program federal-aid funds.

The City applied for state-aid funds for preparing an LRSP. On October 1, 2020, the California Transportation Commission awarded $40,000 to the City. As a requirement of the grant, the City must provide a local funding match. The City's local share is in the amount of $5,000.

The purpose of the agenda matter is for the City Council to authorize the City Manager to execute an Agreement with GHD to assist the City in the preparation of an LRSP.

DISCUSSION

In March 2021, staff issued a Request for Proposal (RFP) for transportation planning services required to assist the City in the preparation of an LRSP. Proposals were received from the following consulting firms:

Consulting Firms (in alphabetical order)

GHD (San Luis Obispo, CA)
LAE Associates, Inc. (Placentia, CA)

Staff conducted a qualifications-based selection (QBS) process as the basis of procuring professional consulting services. QBS is a competitive, contract procurement process whereby consulting firms initially submit a proposal of its qualifications and the proposed scope of work and schedule to a procuring entity (e.g., City) who evaluates and selects the most qualified firm, and then negotiates the consultant fee. The QBS process is consistent with California Government Code Section 4525 et al. for procuring professional consulting services of private architectural, landscape architectural, professional engineering, environmental, land surveying, and construction project management firms. Qualifications are based on the following criteria:

1. The firm's qualifications and ability to perform the work based on information provided by the firm and client references.
2. The firm's supervisor, operators, and any subcontractor's qualifications, knowledge of local conditions and ability to perform the work based on information provided by the firm.

3. The firm's responsiveness and availability to the City, and the ability of the firm's supervisor, operators, and any subcontractor(s) to effectively and efficiently to provide the service.
4. The firm's understanding of the scope of services as demonstrated by its approach, the proposal's responsiveness to the RFP and the City's needs, and its demonstrated ability to meet the contract.
5. Based on client references, the firm's performance on similar services.

Fee proposal negotiations are then entered into with the firm receiving the highest rating in the proposal evaluation including interviews. A fee proposal is initially not requested for in the RFP. A separate fee proposal is requested for from the firm that received the highest rating. This fee information is used as a basis for negotiation. If such negotiations are not successful, negotiations are entered into with the firm or firms receiving the next highest rating.

Based on the QBS process, staff determined GHD as the highest-rated firm for its qualifications and proposal approach to performance. The proposed scope of work is briefly listed as follows:

1. Project Management
2. Roadway System Review
3. Crash History Assessment
4. Countermeasures Development
5. Implementation Program
6. Local Roadway Safety Plan
7. Public Outreach Campaign

The details of the scope of work are shown in Attachment A.

POLICY CONSISTENCY

The Local Roadway Safety Plan addresses many of the goals and policy statements in the City's General Plan Circulation Element. In particular (emphasis added):

- Objective C-3; Provide a balanced transportation network with consistent designations and standards for roadways that will provide for the safe and efficient movement of goods and people through the community.
- Objective C-4; Improve the Carpinteria Avenue corridor to ensure adequate traffic flow, safe bicycle use and improved aesthetic qualities,
- C-7b; Develop safe and direct pedestrian accessibility between residential areas, schools, parks, and shopping areas in both new and existing urban areas,
- C-7c; Provide safe mobility for the physically handicapped through the design of street improvements and public facilities,
- C-7d; Practice signal timing that is designed for the safe movement of the aged and the handicapped at locations where such needs exist,
- C-8; Support and develop safe, direct and well-maintained bicycle and pedestrian systems and recreational boating facilities that serve all segments of the public.

FINANCIAL CONSIDERATIONS

The California Transportation Commission awarded $40,000 to the City. As a requirement for the funds, the City is required to provide a local share of funds towards the LRSP. The City's local share is in the amount of $5,000, and is budgeted with Measure A funds. No impact to the General Fund is expected with the approval of the recommendation.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

The proposed professional services agreement will utilize a standard City form that has previously been reviewed by the City Attorney's office to ensure the appropriate legal and risk management protections are included. There are no further legal or risk management considerations to execute an agreement with GHD to provide transportation planning services. By preparing a LRSP, the City is carrying out good risk management practices.

OPTIONS

1. Authorize the City Manager to execute an Agreement with GHD to assist the City in the preparation of a Local Roadway Safety Plan in an amount not-to-exceed $44,860.
2. The City Council could choose to not approve the recommendation and direct staff as determined appropriate. However, not proceeding could result in loss of the related grant funding and inability to complete the LRSP.

PRINCIPAL PARTIES EXPECTED AT MEETING

There are no principal parties expected at the meeting.

ATTACHMENTS

Attachment A: Consultant Services Proposal from GHD

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

Signature

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

Signature

ATTACHMENT A

Consultant Services Proposal from GHD

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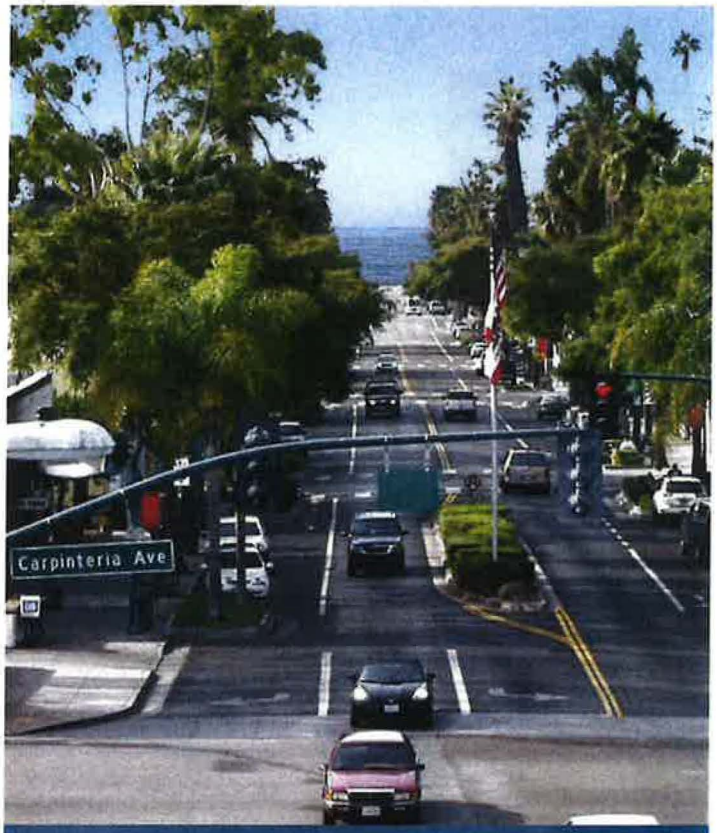
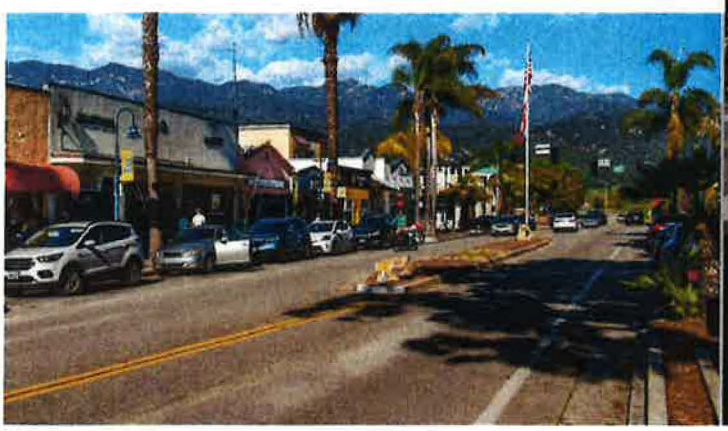
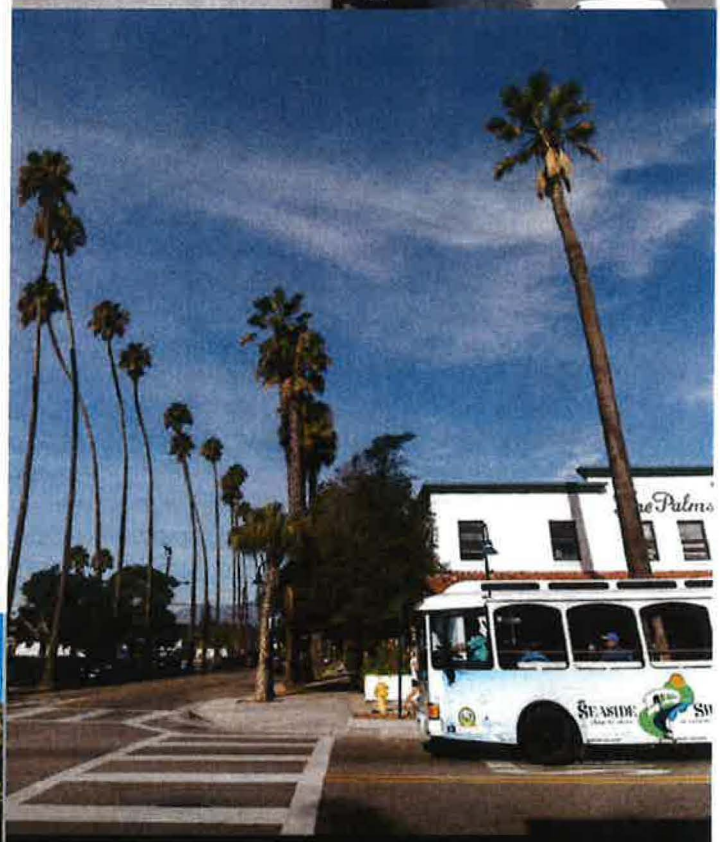


Local Roadway Safety Plan (LRSP)

City of Carpinteria

March 30, 2021





→ The Power of Commitment

COVER LETTER

March 30, 2021

City of Carpinteria
City Clerk's Office
Attention: Brian C. Barrett
5775 Carpinteria Avenue
Carpinteria, CA 93013

RE: Proposal for Local Roadway Safety Plan (LRSP)

Dear Mr. Barrett:

Congratulations to the City of Carpinteria on securing Local Roadway Safety Plan (LRSP) grant funding from Caltrans. We truly appreciate and are excited about the opportunity to assist the City in the preparation of its LRSP. We recognize the critical importance of developing and adopting a LRSP, not only as a mandatory plan for future Highway Safety Improvement Plan (HSIP) grant finding for Cycle 11 and beyond, but also as a targeted safety plan for identifying and implementing safety improvements into the City's regular business.

The GHD Project Team has unparalleled experience in the development and approval process of LRSPs for a variety of agencies. Our final LRSPs were successfully adopted by the governing agency and approved by Caltrans on the first attempt. As an agency, you are very aware of the importance of the LRSP approval from Caltrans in receiving a seamless and timely reimbursement of the agency's expenses through the state grant. In performing Carpinteria's LRSP we will utilize this knowledge in developing an effective and adoptable LRSP that is consistent with state requirements and federal guidelines. It is important to note that a LRSP is not the same as a Systemic Safety Analysis Report (SSAR), which only focuses on a data driven process with engineering countermeasures. A LRSP builds on the data driven process with an agency specific stakeholder group that guides the development of the plan and recommends other ways to improve safety beyond engineering countermeasures to include enforcement, emergency response, education, and emerging technologies. This collaborative and holistic process also engages the public through outreach, which is key to capturing the near misses or safety concerns before they have documented collision issues. This overall framework provides a proactive systemic approach in improving safety citywide and positions the City for future grant funding with the prioritized safety projects and goals adopted by City Council.

We are familiar with the small oceanside City of Carpinteria, with multiple beaches within minutes from the City. GHD worked on the design and public outreach for two US 101 interchanges in Montecito at Olive Mill Road and San Ysidro Road. Stakeholders included Santa Barbara County, the City of Santa Barbara, Montecito, SBCAG, and Caltrans. The City is located almost

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entirely on a coastal plain and nearby is the unincorporated community of Summerland. Measure A mainly funds the Capital Improvement Projects for roadway maintenance, and the City faces continued challenges as it recovers from the Thomas Fire and subsequent mud flow. Downtown Caripinteria is a thriving area with heavy foot traffic from the local beaches. During the COVID-19 pandemic, the City Council took swift action to close streets to traffic and create space for outdoor dining and other businesses.

GHD has taken great care to bring the best possible team to this effort by enlisting highly-qualified individuals in safety, planning, design, operations, and engineering. Led by Project Manager, Kathryn Kleinschmidt, PE, PTOE, we have selected every team member for their knowledge of the process, local knowledge, technical expertise, and ability to communicate that expertise. Her contact information is provided below, underneath her signature.

Though approach and qualifications are paramount to the project, we recognize that commitment is the intangible component that drives a successful project. Our proposal demonstrates why Carpinteria should select GHD:

- Extensive Local Knowledge and LRSP Expertise
- Staff Experience and Understanding of Dynamics of Public Agencies
- Integration and Experience with CIP Development - Basis for Safety Analysis
- Deep Understanding of Improving Safety for Vulnerable Road Users
- Attention to Maintenance Considerations and Funding
- Innovative and Dynamic Public Outreach and Agency Engagement
- Team has Deep Passion for Safety Studies/Projects

GHD is thankful for this opportunity and conveys our team's highest commitment to the delivery of this exciting project. We strongly urge you to check our references as testament to our work and dedication to clients, and believe this proposal will motivate you to select us.

Sincerely,

GHD

Kathryn Kleinschmidt, PE, PTOE
Project Manager
1 805 858 3147 | kathryn.kleinschmidt@ghd.com

Kamesh Vedula, PE, TE
Principal-in-Charge
1 916 918 0622 | kamesh.vedula@ghd.com

P.S. Kamesh Vedula is a principal of the firm and is authorized to negotiate and contractually bind the company. Kamesh certifies under penalty of perjury that GHD complies with state and federal nondiscrimination requirements.

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→ 2. Executive Summary

GHD has an exceptional background with many public agencies throughout the State of California and is one of the few engineering firms with adopted Local Road Safety Plans (LRSPs). The team previously constructed reports and safety projects that were competitive for and successful in receiving grant funding through the Highway Safety Improvement Program (HSIP).

Over the course of plan development, our team will correspond with the City of Carpinteria through progress meetings on a biweekly or monthly basis, as needed. The process will begin with data collection pertinent to the safety plan. The most recent five years of complete collision data will be gathered and analyzed to determine collision hotspots and locations of fatal and severe injuries collisions. All documents regarding planned or in-progress roadway improvements, bicycle and pedestrian improvements, safe routes to school programs, and current standards and policies within the City will be collected and referenced throughout development. This includes the City's General Plan and Local Coastal Plan.

The team will perform quantitative crash analysis to evaluate crash frequencies and rates. This allows GHD to determine the focus intersections and roadway segments where risk factors will be identified and evaluated. Countermeasures will be selected for the high priority locations using guidance from the Highway Safety Manual and the Caltrans Local Roadway Safety Manual. Additionally, countermeasures that can be applied systemically throughout the City will be recommended as a proactive approach to roadway safety. As not all traffic safety concerns can be addressed fully with engineering only solutions, non-engineering strategies (i.e. public education campaigns, additional enforcement, and emerging technologies) will be suggested as well.

At the project Kick-Off Meeting, the Project Managers from the City and GHD will identify and discuss possible Stakeholder Working Group members. Aligned with California's Strategic Highway Safety Plan, these stakeholders will represent the "5 E's" of traffic safety (Engineering, Education, Enforcement, Emergency Response, and Emerging Technologies) and will meet as a group two times during plan development. The Working Group will review the data and work together to establish goals, priorities, and countermeasures with special attention directed to safety concerns identified by "on the ground" stakeholders.

In addition to the stakeholders, the public will have the opportunity to provide their concerns and feedback through the Social Pinpoint platform. GHD will develop and maintain this website and compile public comments into a memorandum to aid with development of countermeasures. This site will have a unique URL that can be dispersed through the City website and social media pages. A description of the LRSP process and the reasons for development are laid out on the site landing page in a manner that the public will understand. Public comments will be collected through a user-friendly interactive map and survey. This public engagement tool has the ability to translate to the user's preferred language through a Google Translate option or by auto detecting the user's browser settings.

GHD will identify strategies for implementing countermeasures and monitoring their progress once discussed with the Stakeholder Working Group. The team will calculate the benefit-to-cost ratios (BCR) for each proposed countermeasure to determine whether it will be competitive for HSIP funding or if other funding methods, such as Active Transportation Program (ATP) grants, Office of Traffic Safety Grants for additional enforcement, or others will be more suitable. After funding and implementation are determined, a performance-based monitoring assessment will be identified.

As each task is completed, GHD will develop the LRSP document in accordance with Federal Highway Administration (FHWA) guidelines and Caltrans requirements. The Stakeholder Working Group will have the opportunity to review the Draft LRSP and provide comments before the document is finalized. The final document will be sent to City Council for approval and adoption. This document is a living document that will be updated as needed with a formal update every five (5) years.

→ 3. Firm Background + Contacts

About GHD

GHD provides transportation planning and engineering, environmental, advisory, digital, and construction services to private and public sector clients. Operating globally and delivering services locally, we offer clients the ability to develop a working relationship with our local staff while having access to our global experience base. ***Put simply, we work where our clients work.*** Our business model is to work internationally and deliver locally.

Firm Information

Established in 1928, GHD is a wholly-owned subsidiary – a privately held international engineering firm owned by our people and operating across five continents. We are one of the world's leading professional services companies operating in the global markets of:

Water | Energy & Resources | Environment | Property & Buildings | Transportation

Our people can offer decades of knowledge, as well as a deep understanding of the challenges facing businesses and communities today. We deliver projects with high standards of safety, quality, and ethics across the entire asset value chain. Driven by a client service-led culture, we connect the knowledge, skill, and experience of our people with innovative practices, technical capabilities, and robust systems to create lasting community benefits.

GHD at a Glance

93 years in business

16 offices & **400+** people in US West

130 locations & **4,000+** people in North America

$1.6B FY 2019 annual revenue in USD

200+ offices & **10,000+** people globally

135+ countries

1 connected global network

About GHD

Year Established: 1928

Department of Industrial Relations: #1000018754

Organization Type: Corporation

Size Variation over Five Years: California Staff: 2016 (293), 2017 (353), 2018 (393), 2019 (393), 2020 (400)

Local Office: San Luis Obispo

Address: 669 Pacific Street, San Luis Obispo, CA 93401

Contact: Kathryn Kleinschmidt, PE, PTOE, 1 805 858 3147, kathryn.kleinschmidt@ghd.com

Fax: 1 916 782 8689

California Corporate Office: Santa Rosa

Address: 2235 Mercury Way Suite 150, Santa Rosa, CA 95407

Contact: William Silva, PE, QSP/QSD, 1 707 523 1010, bill.silva@ghd.com

Fax: 1 707 527 8679

GHD CA Office Locations

- Cameron Park
- Concord
- Emeryville
- Eureka
- Fresno
- Irvine
- Long Beach
- Redding
- Roseville
- Sacramento
- San Diego
- San Francisco
- San Luis Obispo
- Santa Rosa

→ 4. Existing + Past Financial Relationships

To the best of our knowledge, GHD Inc. does not have any past, present, or future financial relationships or conflicts of interest which would result from performing work under this contract for the City of Carpinteria (City).

→ 5. Organization Chart + Key Staff

GHD Team Structure and Members

Based on our understanding of your project needs, we propose a team structure that spans the anticipated needed services. The organizational chart below details our proposed team, including disciplinary-based roles tailored to your project. Many of our team members have worked together on other projects and additional staff may be called on if needed/desired.

Authorized Individual

Kamesh Vedula, PE, TE is a principal of the firm and is authorized to negotiate and contractually bind the company.

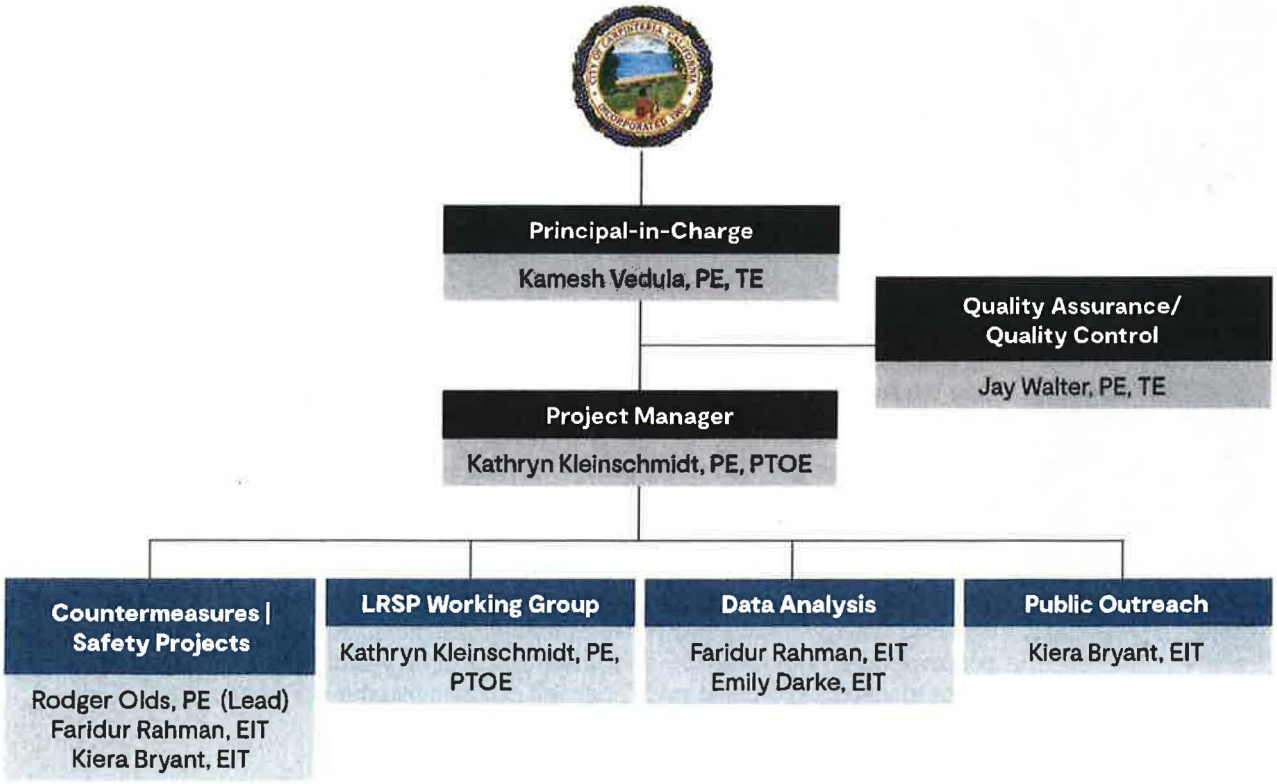
Project Manger

Kathryn Kleinschmidt, PE, PTOE, GHD's Project Manager, will be your main point of contact for day-to-day project management and activities.

Continuity of Personnel

We are committed to keeping the same project team we are proposing. Should an unexpected change result in a team member being unavailable to serve the City on this project, we are backed with the resources of a global network. No changes will be made to the project team without consent by the City.

Organization Chart



Key Staff

GHD provides the largest capacity and amount of resources available. GHD is fully staffed and capable of providing the right services to our clients in a timely fashion having learned the importance of flexibility and responsiveness. The brief introductions below provide an overview of each team member's role and qualifications. We have provided full, detailed resumes for all staff in an appendix.

Kathryn Kleinschmidt, PE, PTOE | Project Manager

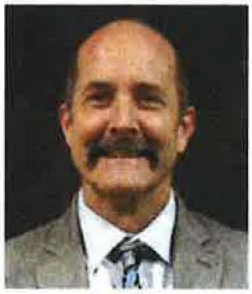
Kathryn will be your Project Manager and will lead the overall effort to complete your project on time and on budget. She will be responsible for project administration, invoicing, project schedule, technical review, scheduling and directing staff, and meetings with the City. She will work collaboratively with you and our Transportation Engineers to ensure the project team provides you with a successful project. She has completed many safety studies including SSARs, LRSPs, Safe Routes to Schools, School Audits, and safety studies using HSM methodologies. She has managed projects with various funding sources and requirements; contract documents and management; public outreach and meetings; and coordination with various stakeholders (local, state, and federal). She is currently working on LRSP projects across California.

Experience: 17 years | 2 years with GHD

Kamesh Vedula, PE, TE | Principal-in-Charge

As the Principal-in Charge, Kamesh will provide project oversight and supervision. He oversees an assortment of public works planning and design and infrastructure projects. His roles include principal-in-charge, business development manager, project manager, and transportation operations leader, depending on the project needs. His background and experience includes PSR-PDS, PA/ED, ICE studies, LRSP, SSAR, roundabout planning/design, advanced roundabout operations analysis/design, complete streets studies, corridor studies, traffic impact studies, and traffic safety studies.

Experience: 20 years | 16 years with GHD



Jay Walter, PE, TE | Quality Assurance / Quality Control

Jay will provide QA/QC oversight and review submittals for accuracy and completeness. He will oversee schedule adherence, technical review, and overall quality control in collaboration with the Project Manager and Principal. He is a highly experienced public works professional with over 35 years in increasingly responsible positions, including top leadership roles with Caltrans and the cities of San Carlos and San Luis Obispo. His background with public agencies and his work overseeing the preparation of various LRSP and SSAR documents to address ongoing safety concerns in various Counties and Cities will prove invaluable for your project.

Experience: 37 years | 3 years with GHD

Rodger Olds, PE | Countermeasures / Safety Projects Lead

Over his 20 year career as a City Engineer, including time with the cities of Santa Maria and Salinas, Rodger has developed a strong understanding of all facets of Public Works Engineering and Operations. His ability to develop and lead project teams to bring capital projects from inception through completion, operation, and maintenance will be an asset to this team.

Experience: 20 years | 1 year with GHD

Faridur Rahman, EIT | Countermeasures | Safety Projects | Data Analyses

Faridur is a transportation engineer focusing on transportation planning and traffic operations. He performs travel time reliability analysis, traffic analysis and systematic safety analysis by processing big data and utilizing traffic evaluation software. He is experienced in using cloud based probe generated vehicle data to perform reliability analysis. He utilizes Synchro, Sidra and other traffic simulation and modeling software to analyze intersections and roadways in accordance with HCM methodologies.

Experience: 4 years | 2 years with GHD

Emily Darke, EIT | Data Analyses

Emily has worked alongside others on LRSPs and Traffic Impact Analyses during her time at GHD. She has experience in the public sector where she assisted in performing traffic signal warrants, speed warrants, collision diagrams, and processing traffic volumes. Emily is familiar with a variety of engineering programs, such as AutoCAD Civil 3D, PTV VISSIM, Synchro, ArcGIS, Crossroads, Microsoft Excel, and Bluebeam Revu.

Experience: 1 year | 1 year with GHD

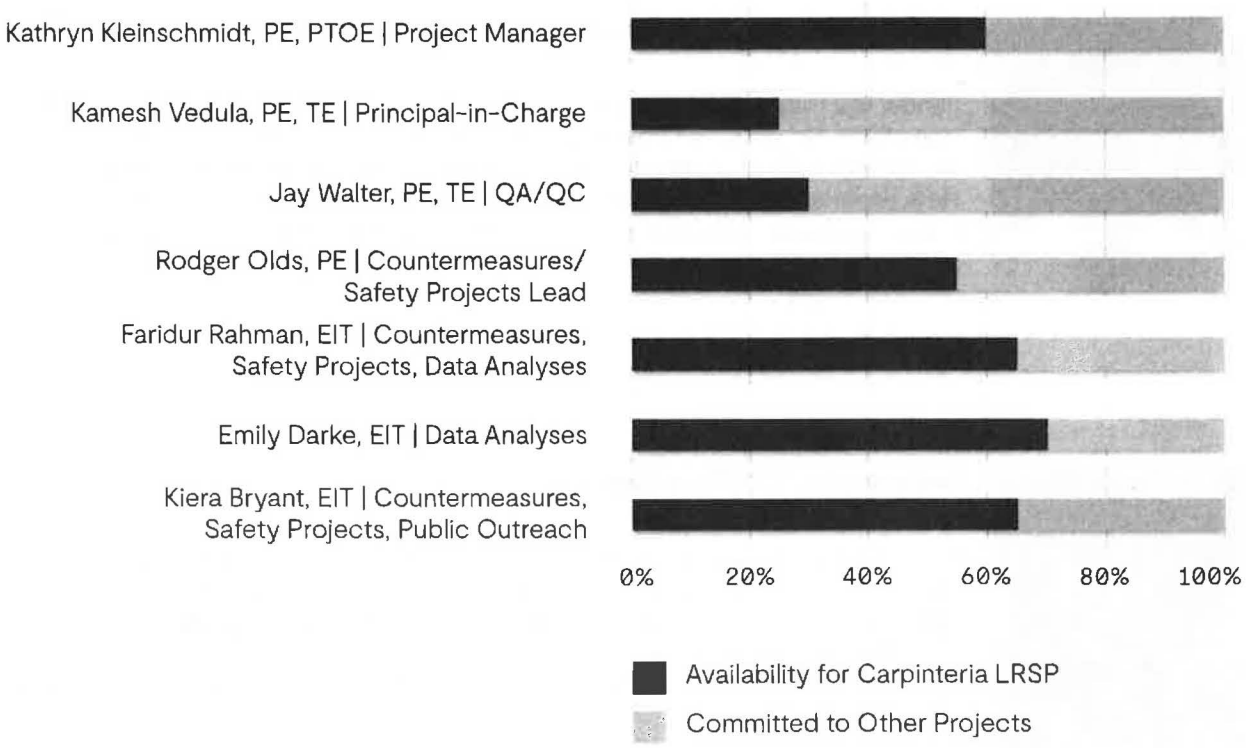
Kiera Bryant, EIT | Countermeasures | Safety Projects | Public Outreach

Kiera is a transportation staff engineer at GHD with an interest in the area of traffic operations and safety. She is experienced in traffic analysis and transportation design and assisting with ICE studies (I and II), SSARs, LRSPs, Traffic Impact Analysis Reports (TIARs), traffic signal warrants, traffic signal timing, and signage and striping plans. Kiera is proficient in Civil 3D, modeling and simulation programs such as Synchro, SimTraffic, SIDRA, and VISSIM and has some background in ArcGIS, R, and VBA.

Experience: 3 years | 2 year with GHD

Workload + Availability

GHD maintains a large base of professional staff, enabling the firm to respond to client needs and complete projects on time. Our curent and anticipated workload is such that experienced personnel assigned to this project will be able to accomplish all tasks assigned during the duration of the project. For our California Transportation Planning and Traffic Engineering business group as a whole, the anticipated backlog for the period of performance is approximately 75% of current capacity, with 25% of our capacity available for new projects such as yours.



→ 6. Qualifications + References

GHD brings you a highly qualified team with a depth of resources and public agency knowledge. The following section outlines our qualifications and provides references for several recent projects.

Transportation Services

GHD has an excellent performance record with municipal and government agencies throughout California. Many of GHD's past and current projects include the following transportation services:

- Transportation Planning and Traffic Engineering
- Safety Analysis and Studies
- Bicycle and Pedestrian Planning and Design
- ADA Improvements
- Transit Planning and Design
- Complete Streets and Streetscape Design
- Civil Engineering
- Landscape Architecture and Wayfinding
- Roundabout Planning and Design
- Construction Management
- Land and Construction Surveying
- Public Outreach and Interagency Coordination

Capability and Experience

A Local Roadway Safety Plan (LRSP) provides a structure for organizing stakeholders, developing tailored improvements that are consistent with federal/state funding requirements, and can be used as a living document that can be reviewed and updated to reflect changing local needs and priorities. We recognize the critical importance for agencies when developing and adopting an LRSP that addresses the goals for safety and strategies for future improvements needed on local and rural roads. The LRSP will become a required component of future Highway Safety Improvement Program (HSIP) grant applications by Cycle 11 in 2022.

While a Systemic Safety Analysis Report (SSAR) addresses some of the same issues as an LRSP, the LRSP takes the study to the next level. While both studies address the 5 E's of Engineering, Education, Enforcement, Emergency Response, and Emerging Technologies, combined with stakeholder involvement, the LRSP addresses so much more.

GHD is one of the few firms with adopted LRSPs. Our experience and lessons learned with performing several LRSPs, will be utilized in leveraging an efficient and streamlined process that will be catered to the City's safety issues and goals, and identify an implementation plan with project funding that will guide the City's traffic safety over the next five years.

Our approach will be to tailor the outcome to integrate seamlessly with and align the safety plan with the HSIP program requirements to assist in being competitive for future grant funding. GHD's team has extensive experience with award-winning safety programs and working with state and federal agencies successfully receiving funding. GHD has included a list below of the LRSP projects we are working on that are similar to yours. Full descriptions of each project are provided at the end of this section.

- City of Shasta Lake LRSP
- City of Camarillo LRSP
- City of Pismo Beach SSAR and LRSP
- City of Arroyo Grande SSAR and LRSP
- City of Waterford LRSP
- County of Monterey SSAR

Management Process

Experienced project management is a hallmark of GHD. Our project manager has the experience and skills necessary to complete the project on time and within budget. Typical project management duties include:

- Supervise, coordinate, and monitor procedures for preparation of the project plans and supporting studies and documents consistent with applicable state and local guidelines.
- Oversee data collection and field review.
- Project submittals to and reviews by the Team.
- Coordinate and participate in meetings.
- Provide meeting records and records of other meetings.
- Provide project QA/QC.
- Maintain the project schedule and provide periodic updates.
- Coordinate project agreements as necessary (e.g., Maintenance Agreements, Cooperative Agreements, etc.).
- Assist Agency meetings and coordination efforts with property owners.
- Review and approval of the monthly invoices and development of the work accomplished statements.

Project Management Plan

Our Team understands that quality management is essential to the success of any project. As an integral part of our Project Management Plan (PMP), we will abide by a Quality Management Plan (QMP). The management team will work with the project delivery teams and your staff to achieve the highest quality deliverables.

The responsibility for the execution of the QMP belongs to our QA/QC Manager, who coordinates directly with the Project Management Team, and all staff are accountable to the QA/QC Manager.

The fundamental driver of the QMP is to provide set deliverables consistent with professional engineering practices. Utilizing our QMP will cultivate a smooth flow of design information and document control specific to each deliverables needs and requirements. Each plan, at a minimum, will include:

- Quality Team organization, responsibilities, purpose, and scope; lines of authority; and communication
- Design checks (PS&E, calculations, reports, programs/modeling, etc.)
- Standardized procedures and documentation
- Document control, revisions, and audit protocol
- Project design QA audits and certifications
- Independent professional technical reviews
- Quality focus/consistency from all personnel

References

Founded in 1928, GHD has been active in the design and development of numerous high-visibility, fast-track public works projects in California for over 50 years. Sensitive to community and agency concerns, we offer strong project management to keep projects on schedule and within budget. The six projects provided on the following pages demonstrate the technical capabilities and experience of our project team's work similar to your project needs. The client references provided have expressed satisfaction with our work and will attest to the excellence of our services.

City of Shasta Lake LRSP

Shasta Lake, CA

Reference
Will Bond
Assistant City Engineer
City of Shasta Lake
4332 Vallecito Street
Shasta Lake, CA 96019
1 530 275 7436
wbond@cityofshastalake.org

Contract Amount
$70,000

Dates
April 2020 - January 2021

Funding Source
LRSP and Local Funds

Key Personnel | Role
- Kamesh Vedula, PIC
- Kathryn Kleinschmidt, PM
- Faridur Rahman, Data Analysis/Safety Projects
- Kiera Bryant, Data Analysis/ Public Outreach
- Emily Darke, Data Analysis/ Safety Projects

GHD obtained the most recent five complete years of collision data from SWITRS and TIMS for analysis. Based on incomplete data in SWITRS, the Shasta County Sheriff's Office provided further collision data in creating a comprehensive data set. After rectifying the collision data, collision density maps (heat maps) were created in ArcGIS for City roadways and Caltrans roadway, separately. With the main roadway and pedestrian corridor through the City under Caltrans jurisdiction (e.g. State Route (SR) 151), it was important to also understand the collision characteristics and trends on this road. The collision data was further dissected in identifying fatal and injury collisions, primary collision factor, bicycle and pedestrian collisions, and any collision trends. LRSP working group meetings were held in June and August 2020. Per these meetings, the collision history was reviewed and focus challenge areas per the SHSP were identified to follow with recommended countermeasures and safety projects. Also, a vision, goals, and mission statement took form in guiding the development of the LRSP.

Public outreach was conducted through a pre-recorded video of the overall process and outcome on the City's website and Facebook account. The Final LRSP was adopted and submitted to Caltans in January 2021 and is available on the City's website for review. (The document can be accessed at this link: https://bit.ly/3cxhC2L)

Arroyo Grande SSAR and LRSP

Arroyo Grande, CA

Reference
Robin Dickerson, PE
City Engineer
City of Arroyo Grande
300 E Branch Street
Arroyo Grande, CA 93420
1 805 473 5441
rdickerson@arroyogrande.org

Contract Amount
$95,000 (To-Date)

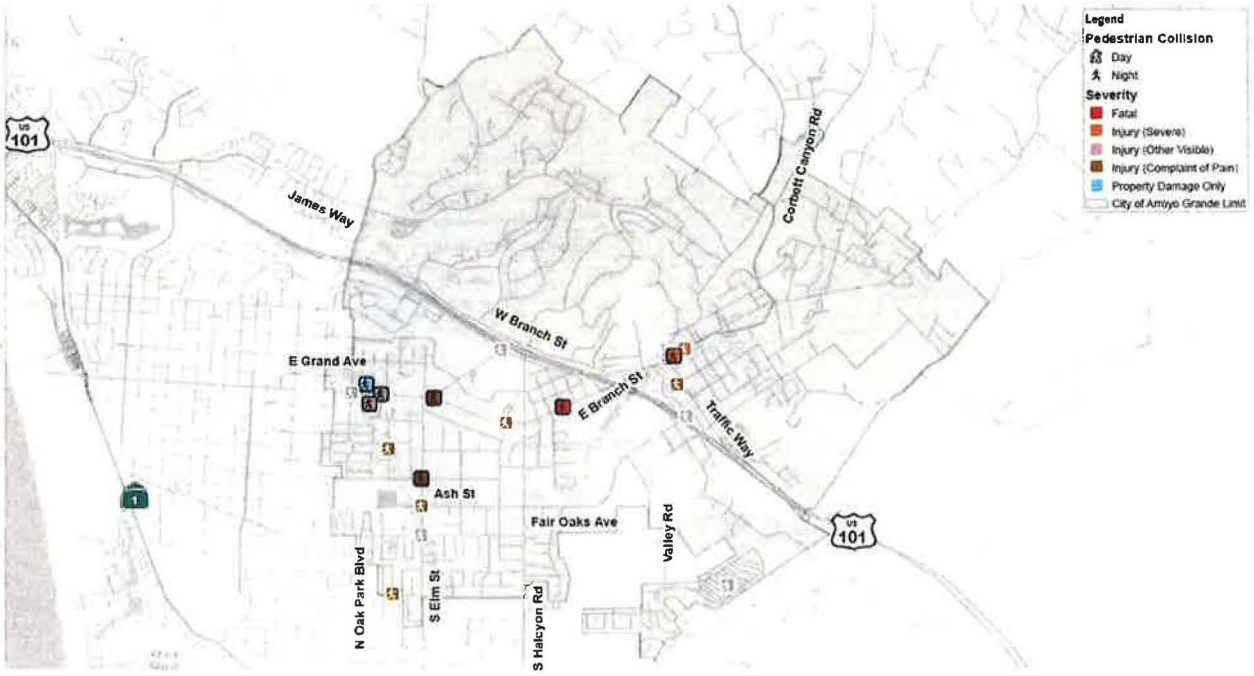
Dates
July 2019 - Ongoing

Funding Source
SSARP and Local Funds

Key Personnel | Role
- Kathryn Kleinschmidt, APM
- Faridur Rahman, Data Analysis/Safety Projects
- Kiera Bryant, Data Analysis/ Public Outreach

GHD obtained five years of the most current crash data from the City and California's Statewide Integrated Traffic Records System (SWITRS) databases to produce collision maps in ArcGIS. Heat maps were created to highlight high-risk and fatal or severe injury (FSI) crash locations. Crash types were also identified to evaluate crash trends and possible mitigation techniques. Based on the application, the City's SSAR will address up to three SHSP challenge areas including intersection, interchanges, and other roadway access (pedestrians/bicyclists). After the crash locations are diagnosed, low-cost safety countermeasures will be recommended and a B-C ratio will be calculated using HSIP methodology. In addition, with the new HSIP funding guidelines, an LRSP will be conducted during the SSAR process and all findings/results will be vetted through the LRSP Working Group. This group will provide valuable insight in possible issues, countermeasures, and prioritizing projects.

The final SSAR was submitted in March 2021 and the LRSP is ongoing, with another stakeholder meeting scheduled for April 2021. Public outreach is currently being conducted with a project website on the Social Pinpoint platform.



City of Pismo Beach SSAR and LRSP

Pismo Beach, CA

Reference
Chad Stoehr
City Project Manager
City of Pismo Beach
760 Mattie Road
Pismo Beach, CA 93449
1 805 779 1201
cstoehr@pismobeach.org

Contract Amount
$239,000

Dates
2019 - 2020

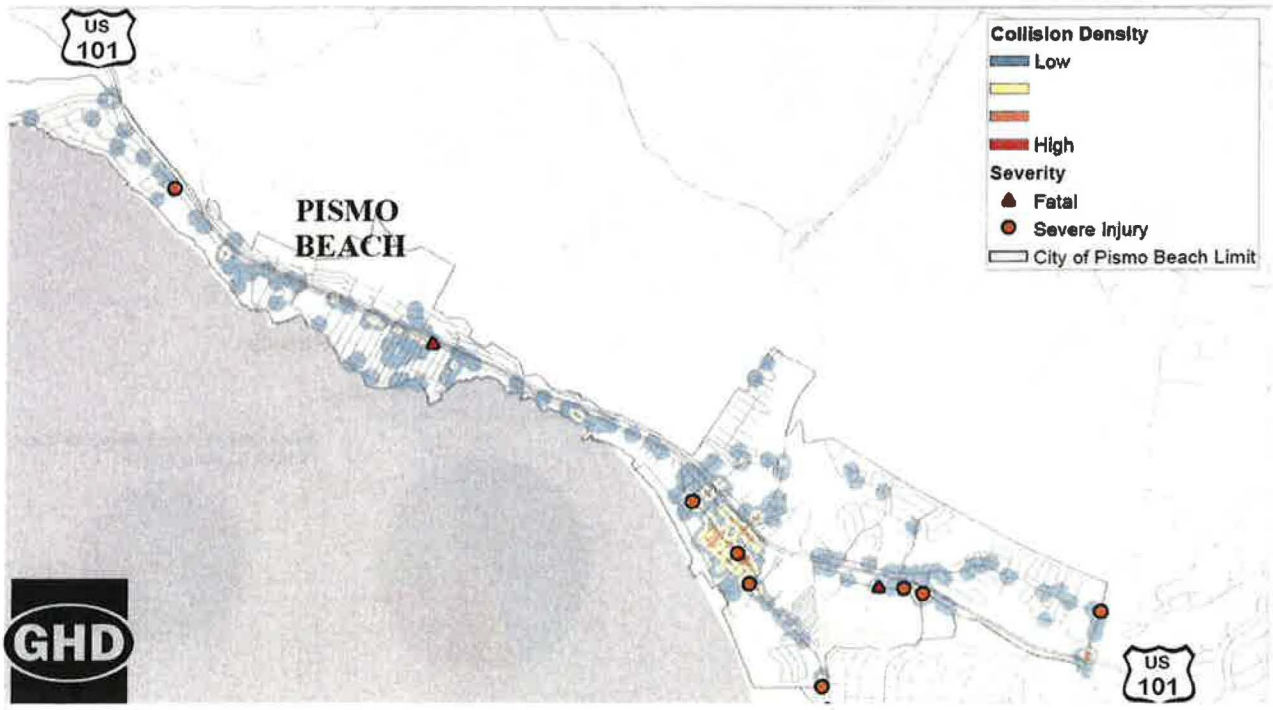
Funding Source
SSARP and Local Funds

Key Personnel | Role
- Kathryn Kleinschmidt, Safety Analysis and Countermeasures
- Faridur Rahman, Data Analysis
- Kiera Bryant, Data Analysis/ Countermeasures

The City of Pismo Beach has experienced an influx in pedestrian and vehicular activity and increasingly more high-incident collision locations. The project not only addressed citywide systemic traffic safety issues but also developed crash reduction strategies, with a focus on both spot and systemic safety issues. GHD prepared a SSAR, funded through Caltrans' SSARP, that evaluated the City's complete roadway system to identify locations that merit safety improvements and to recommend what those safety improvements should be.

As part of this project, GHD also conducted a citywide systemic collision pattern analysis to identify overarching trends and emphasize areas that may be addressed through various means, such as engineering, education, and enforcement. This analysis was used for public engagement with the LRSP Working Group and to develop systemic and location based crash reduction strategies. The analysis included detailed mapping of City crash data and a thorough review of field observations, data collection, crash rates, and other possible factors (incomplete designs, speed, work zones, pedestrian and bicycle facilities, and crossing locations, etc.).

The LRSP was unanimously adopted (5-0) by City Council on December 1, 2020.



City of Waterford LRSP

Waterford, CA

Reference
Michael Pitcock
City Manger
City of Waterford
101 East Street
Waterford, CA 95386
1 209 874 2328 x 103
mpitcock@cityofwaterford.org

Contract Amount
$74,090

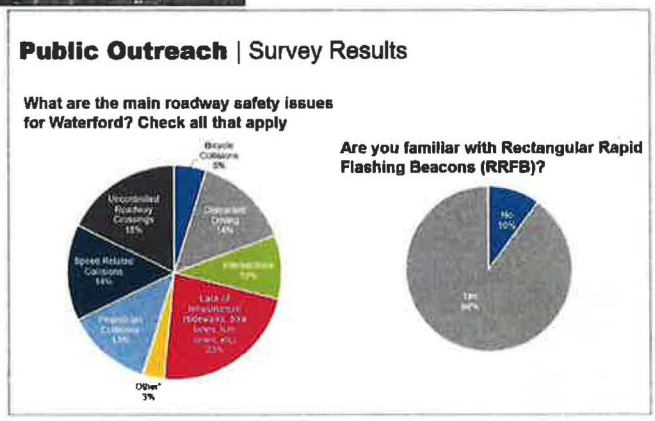
Dates
May 2020 - Ongoing

Funding Source
LRSP and Local Funds

Key Personnel | Role
- Kamesh Vedula, PIC
- Kathryn Kleinschmidt, PM
- Faridur Rahman, Data Analysis/Safety Projects
- Kiera Bryant, Data Analysis/ Public Outreach
- Emily Darke, Data Analysis/ Safety Projects

After a thorough kick-off meeting over the LRSP process, scope, and the City's needs, data collection efforts were defined as the starting point. Per this meeting, the City sent the past five years of collision reports. GHD cross-checked those collisions with the same past five years of collision data from SWITRS and TIMS in building a comprehensive collision set. With the main corridor through the City under Caltrans jurisdiction (Yosemite Boulevard (SR 132)), the collision characteristics and trends on this road and the interactions with the adjacent City streets were evaluated. The collision data was further dissected to identify fatal and injury collisions, primary collision factor, bicycle and pedestrian collisions, and any collision trends for the City roadways.

In August and October 2020, the LRSP stakeholder working group met and discussed the collision data, current safety projects, and recommended countermeasures and projects. Cross-collaboration occurred with Caltrans for safety improvements of SR 132 to include Americans with Disabilities Act (ADA) improvements, extended walk times, and pedestrian leading intervals. In addition, based on the project flyer for the Social Pinpoint website in the utility mailing and subsequent Social Pinpoint website, the working group discussed the public comments and safety concernsat the 2nd Stakeholder meeting in October 2020. After the meeting and concurrence on safety projects, the LRSP was sent to all stakeholders for review and comments and is now on the website for the public comment process.



County of Monterey SSAR

Monterey County, CA

Reference
Brenda Villanueva
County of Monterey Resource Management Agency
Public Works and Facilities
1441 Schilling Place
Salinas, CA 93901
1 831 755 8908
villanuevab@co.monterey.ca.us

Contract Amount
$53,000

Dates
February - November 2019

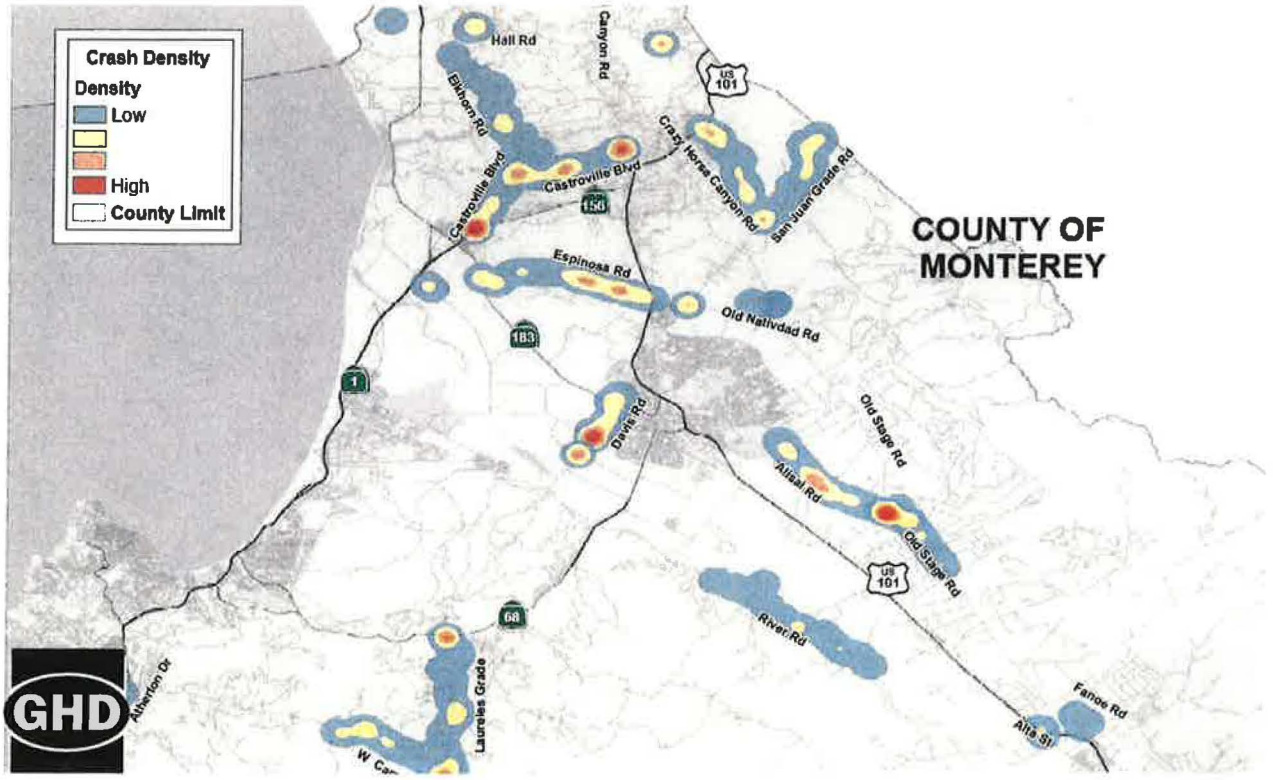
Funding Source
SSARP and Local Funds

Key Personnel | Role
- Kamesh Vedula, PIC
- Kathryn Kleinschmidt, PM
- Faridur Rahman, Data Analysis/Safety Projects

Based on previous work from another consultant, the SSAR for Monterey County was incomplete and the County risked losing the grant funding. Going through our County On-Call contract, GHD was tasked to complete the SSAR within the limited remaining budget and tight schedule based on the funding expiration deadline. While staying within the budget, GHD pinpointed key intersections and segments within the County to focus efforts on. GHD prepared a SSAR for 12 unsignalized intersections and 23 road segments outlined in the 2016 County's Caltrans-funded SSAR Program (SSARP). All crashes for the past five years for the study locations were mapped in ArcGIS identifying FSI collisions, five strategic challenge areas, high-risk roadway characteristics, and high-collision locations.

After screening and prioritizing the identified locations, a coordination meeting was held with the County to gain consensus on focus areas. Then, collision diagrams, crash rates, and field observations were conducted to diagnose the crashes and recommend low-cost safety countermeasures. The result included a final report with a prioritized list of projects and calculated BCR using the HSIP methodology, clearly identifying the highest-value projects for HSIP funding in the next cycle (Cycle 10) in 2020.

This project received successful approval by Caltrans and helped to guide the County's safety efforts.



City of Camarillo LRSP

Camarillo, CA

Contracting Agency Project Manager Contact Information
Andrew Grubb
Senior Civil Engineer
City of Camarillo
601 Carmen Drive
Camarillo, CA 93010
1 805 388 5344
agrubb@cityofcamarillo.org

Contract Amount
$70,000

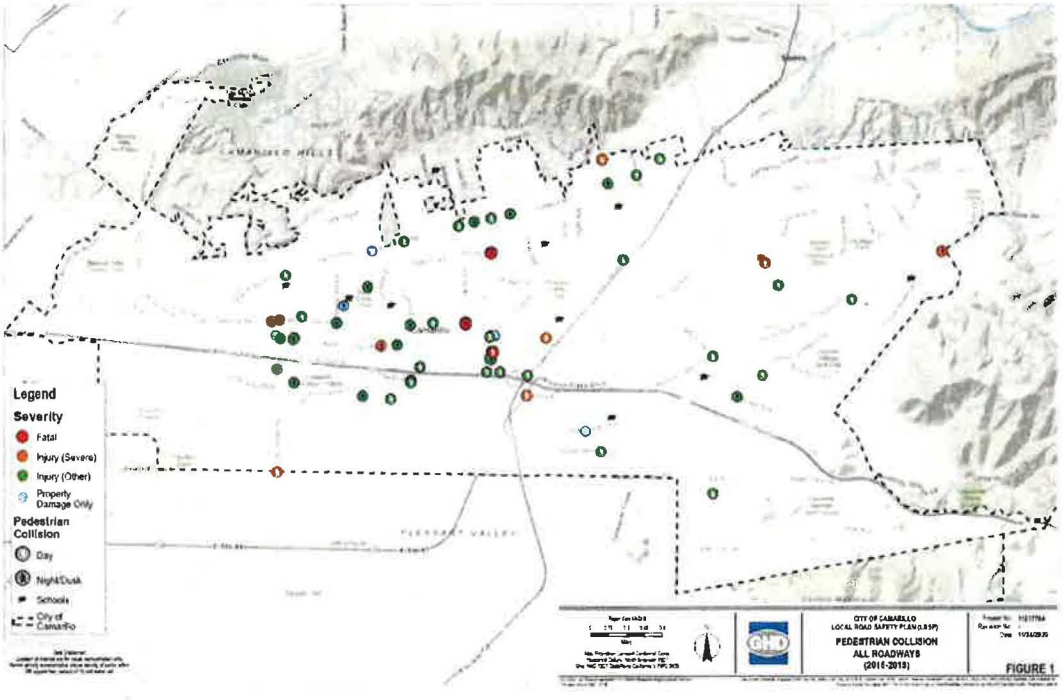
Dates
September 2020 - Ongoing

Funding Source
LRSP and Local Funds

Key Personnel | Role
- Kamesh Vedula, PIC
- Kathryn Kleinschmidt, PM
- Faridur Rahman, Data Analysis/Safety Projects
- Kiera Bryant, Data Analysis/ Public Outreach
- Emily Darke, Data Analysis/ Safety Projects

The City of Camarillo LRSP project kicked off in September 2020 with the coordination of the GIS collision data, traffic counts, and City's safety plans and projects.

The Stakeholder Working Group was formed in November to include various agency staff, police, fire, Ventura County, local school districts and California State University – Channel Islands, and public health. The first meeting was held in December 2020 and went over the LRSP process, focused challenge areas, collision analysis, and stakeholder input. A key focus of the LRSP will be addressing the needs of bicyclists, pedestrians, ans, and the aging population in Camarillo. Currently, we are in the public outreach process and safety countermeasure development. Before our second Stakeholder meeting, we will present the proposed countermeasures to the Transportation and Infrastructure Committee for feedback. This presentation is likely to occur in April 2021.



→ 7. Approach + Scope of Services

Understanding

A Local Roadway Safety Plan (LRSP) is not the same as a SSAR which is based just on engineering data. Rather a LRSP is guided by a comprehensive Stakeholder Working Group that tailors this roadway safety plan to the defined vision and goals for the City of Carpinteria. The outcome will be recommended safety projects that complement the 5 traffic safety E's.

With GHD's experience in performing LRSPs and getting them successfully adopted by City Councils, as well as our local knowledge of Carpinteria, we have the tools to deliver a successful project. GHD understands the approval process of LRSPs not only from an agency perspective but also from a funding perspective with Caltrans. ***GHD has a 100% success rate for successful adoption by the governing agency and approval from Caltrans on the first attempt.*** This understanding of the Caltrans expectations provides for a seamless and timely reimbursement of the agency's expenses through the state grant. In addition, with two highways passing through the community (Highway 1/US 101 and State Route 192/Foothill Road), Caltrans will be an important stakeholder to include in this process. In addition, with the current General Plan and Local Coastal Plan Update, coordination will be critical to ensure documents are consistent. Understanding the recommendations of the Santa Barbara County Association of Governments (SBCAG) Regional Active Transportation Plan will also be key to this effort.

Preparing an LRSP creates a framework to systematically identify and analyze local safety problems and recommend improvements for future Highway Safety Improvement Program (HSIP) funding and other funding opportunities. Preparing an LRSP facilitates local agency partnerships and collaboration, resulting in a prioritized list of improvements and actions that contribute to California's Strategic Highway Safety Plan (SHSP) 2020-2024 overall vision and goals. The SHSP focuses on reducing fatal and severe injury collisions with focused challenge areas and recommends the 5 Es of traffic safety: Engineering, Enforcement, Education, Emergency Response, and Emerging Technologies in recommended countermeasures in improving safety.

What is an LRSP and Its Goal?

LRSP is the preferred safety process plan for Federal Highway Administration (FHWA) and Caltrans, which looks at data-driven collision analysis more holistically by evaluating input from key stakeholders. In complimenting California's Strategic Highway Safety Plan, the overall goal of an LRSP is to reduce fatalities and injury collisions. Particularly, at high-frequency collision locations where low-cost countermeasures can be applied, or systemically to sites with similar high-risk characteristics for collisions.

LRSP and SSAR Comparison

Feature	LRSP	SSAR
Data Driven Approach	●	●
Engages Agency Staff	●	●
Engages other Stakeholders	●	
Public Outreach	●	
Engineering Safety Countermeasures	●	●
Addresses 5 E's	●	
Captures Near Misses/ Citizen Concerns	●	
Proactive Approach to Improve Safety	●	●
Adopted by Agency Governing Body	●	
Position for Future Grant Funding	●	

GHD has a strong level of understanding and application of the following programs and documents to include:

- California's Strategic Highway Safety Plan
- Caltrans - Local Roadway Safety Manual
- FHWA
  - Local and Rural Road Safety Briefing Sheets
  - Developing Safety Plans: A Manual for Local Rural Road Owners
  - Systemic Safety Project Selection Tool
  - Safe Systems Approach
- AASHTO - Highway Safety Manual

Safety Solutions

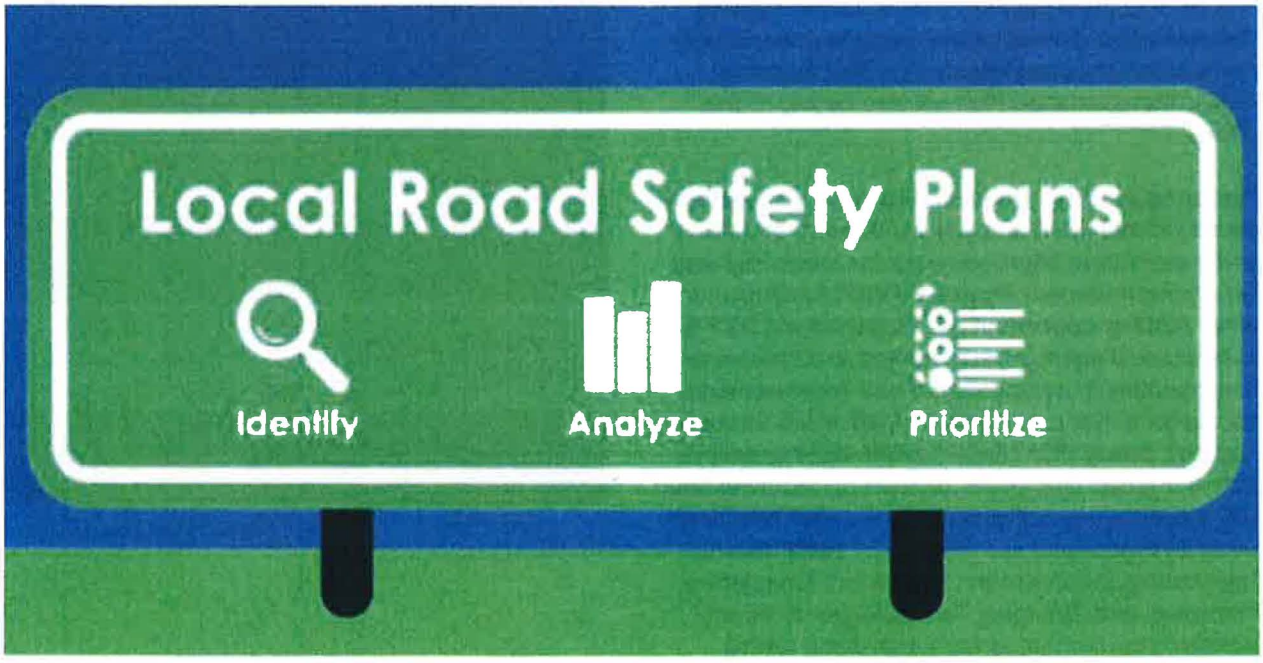
LRSP engages with key stakeholders to create the vision, goals, and mission statement, which guides engineering and non-engineering safety solutions, including low-cost safety countermeasures such as:

- Proven engineering countermeasures
- Education campaigns
- Additional enforcement
- Enhanced/Improved collision reporting systems
- Emerging Technologies such as Intelligent Transportation Systems (ITS), traffic signal communications, web or mobile device applications (APP) development or deployment or Smart Cities practices
- Innovative safety policies and practices that align with the Vision and Goals of the LRSP

What Agencies Need to Know or Consider for LRSP

Confidence saves lives. Providing public infrastructure that citizens can feel confident and safe in using, whether it be by driving, walking, biking, or public transit, will save lives. By advancing risk-based, data-driven and systemic approaches to improving the safety of local roadways, we can significantly impact the reduction of fatal and injury crashes.

LRSP is proactive, where existing "hot-spot" data-driven solutions are for reactive conditions. With a collaborative process from a holistic stakeholder group and those with local knowledge, road safety can be evaluated based on citizen complaints, emergency response challenges, lack of bicycle or pedestrian accommodations, or high-risk roadway or intersection characteristics. Identifying these challenges before a collision problem exists allows a more proactive systemic solution. Public outreach and public comments offer valuable information to addressing the real safety issue—collision data does not always show the entire picture.



Understanding the Needs

GHD will work hand and hand with the City of Carpinteria's Project Manager in understanding the best approach to deliver this comprehensive safety plan on schedule and budget. This safety plan will cater to Carpinteria's needs while identifying and addressing systemic transportation safety issues. We recognize the importance of an LRSP, not only as a required plan for securing future HSIP funding, but also for the following reasons:

- LRSP will guide the City's safety priorities for the next five (5) years in identifying goals, areas of concerns, and prioritized projects for HSIP funding, ATP and other grant funding, or locally funded improvements.
- It will provide a means to evaluate traffic safety as part of development review with impending implementation of Senate Bill (SB) 743.
- It will strengthen the City's position in tort liability claims.

As with all public agencies, staff and funding resources are constrained. Since several members of our team are former public employees, the GHD team understands the importance of developing a plan that can be implemented with minimal staff resource commitments, and also process and utilize data sources that are readily available and native to City processes already in place.

Carpinteria

Carpinteria is a coastal community with a vibrant downtown just minutes from the beach. Pedestrian and bicycle facilities are an integral part of the local transportation network.

As presented in the heat map in the next column from Transportation Injury Mapping System (TIMS), the past 5 years (2015-2019) of injury and fatal collisions (no property damage only) are shown for City Roadways (removed all state highway collisions). Carpinteria Avenue has the highest concentration of collisions among local streets, concentrated near downtown between Linden Avenue and Casitas Pass Road.

City Roadway Injury Collision Assessment

As presented in the heat map below from Transportation Injury Mapping System (TIMS), the past 5 years (2015-2019) of injury and fatal collisions (no property damage only) are shown for state highway roadways in the City of Carpinteria. Predictably, US 101 has a higher concentration of collisions than SR 192. Collisions are distributed fairly evenly along the US 101 corridor through Caprinteria, with concentrations near Santa Monica Road and Linden Avenue.

Caltrans Roadway Injury Collision Assessment

Incorporating Results into City Operations

GHD's approach is to tailor the outcomes of the LRSP to integrate seamlessly into other aspects of the City's business and operations. We will develop a LRSP that can be applied on an ongoing basis by City staff. Reports and data produced through implementation of the LRSP will align with the City's budget timeline and be consistent with what the City uses to prepare and prioritize other capital project requests. The safety recommendations from the LRSP can be easily cross-referenced and paired with other proposed capital projects and maintenance activities for cost-effective implementation. Due to SB 743, more emphasis is placed on traffic safety for development review. The LRSP can inform public safety officials and staff on priority locations for targeted enforcement activities and provide a metric for staff and public officials to respond to traffic safety requests from the community with a goal of reducing the severity and frequency of these collisions/incidences.

HSIP

The LRSP will become a required component of future HSIP grant applications. Given GHD's extensive experience and understanding of the HSIP program, we have developed strategies for successful applications and created an approach to align the LRSP with the HSIP program to best position the City to compete for future HSIP grant funding. The next HSIP Cycle 11 call for projects and requirements is expected to be released in May 2022. Due to the uncertainty around specific requirements for the new cycle and GHD's principles on Integrity and Honesty, we cannot commit to preparing HSIP applications for the City. (For example, in set asides in Cycle 9 included guardrail, curve signing, pedestrian crossings, and tribes; set asides in Cycle 10 included edgelines, guardrail, pedestrian crossings, and tribes.)

What we can commit to is using the most recent Cycle 10 requirements and the HSIP analyzer to calculate preliminary benefit-cost ratios (BCRs) and recommend potential competitive projects for upcoming cycles. GHD understands what it takes to select a competitive project for BCRs or set asides, and we will utilize this knowledge to recommend future projects. Because the LRSP will not be formally updated for five years, it will be important to cover several HSIP calls for projects.

Stakeholder Working Group

GHD will work with the City of Carpinteria and the City's Project Manager in forming the Stakeholder Working Group. The development of the LRSP can include collaboration with partner agencies and organizations, such as, but not limited to:

- City of Carpinteria
  - Public Works, Planning, Community Development, Maintenance
  - City Council
  - City Traffic Safety Committee (presentation at 2 meetings)
  - City Public Facility Site Acquisition/ Development Committee (presentation at 1 meeting)
- Santa Barbara County
- Santa Barbara County Association of Governments
- Santa Barbara County Sheriff's Department
- Carpinteria-Summerland Fire Department (Fire Protection District)
- Caltrans District 5
- Santa Barbara Bicycle Coalition
- Carpinteria Unified School District
- Santa Barbara County Public Health Department
- Santa Barbara Metropolitan Transit District
- Ventura County Transportation Commission
- Boys and Girls Club
- Central Coast Alliance United for a Sustainable Economy
- Coalition for Sustainable Transportation

Keeping Projects Moving During COVID-19

With the current pandemic of COVID-19, GHD is implementing different resources and tools to facilitate business practices that keep projects moving. GHD launched the Engagement, Communication and Communities (ECC) Service Line, which specializes in providing virtual engagement solutions including online open houses, live/facilitated virtual workshops, online surveys, live social media Q&A sessions, webinars, and project websites, as well as traditional options like toll-free hotlines and mass mail outs.

Currently, we are holding virtual meetings with clients, advisory groups, and stakeholders, utilizing screen sharing and discussion facilitation tools. All staff at GHD have Microsoft Teams on their com-

puters. This digital platform facilitates video conference calls, virtual meetings/presentations, and project check in meetings. If the preferred platform is Zoom, GHD is also very familiar with Zoom and could use that for virtual presentations and meetings with the City and stakeholders.

We have added emphasis to online engagement tools such as participatory mapping using tools like Social Pinpoint for stakeholders to make location-based comments and have worked with clients to boost social media presence for planning projects. GHD has the tools and expertise to lead a successful, fruitful engagement effort for the Carpinteria LRSP whether outreach occurs virtually or in-person.

Management Approach

Schedule Management

Upon receiving a written or verbal request to proceed, meetings are generally scheduled within the week. Schedules are developed to identify critical path tasks and resource requirements. On a weekly basis, progress is evaluated, and resources are allocated by task. Peer review of deliverables is performed at milestones. Using this practice, we have the internal tools and control required to ensure schedules are met.

We also make sure your project will be successful because we take staff scheduling seriously. We schedule personnel to give you our assurance that the team we propose to use on your project will be the team that delivers your project. How do we do this? We schedule on a week-by-week basis using Microsoft Excel. Every Thursday afternoon, California Transportation Managers meet to discuss the entire region's upcoming projects and milestones and personnel needs. Staff is scheduled accordingly, and personnel time is shifted to best meet the client's needs so there is no slippage on your project schedules. With these practices, we are always able to meet project deadlines.

Quality Control

We will be responsible for accuracy, completeness and timeliness of all project activities, reports, and documentation. We have a corporate QA/QC plan that has been tested on projects with up to $3 million professional services fees. All work will be organized, assigned to qualified personnel, tracked, checked, communicated, and filed in a manner that meets your needs.

Data Integration into Routine Business

The GHD Project Team members have extensive experience both as consultants and as city staff in the development and implementation of award winning safety programs. With this unique understanding, GHD's approach is to develop an LRSP that can be easily implemented on an ongoing basis by City staff, utilizing data sources that are readily available and through a process fitted to the City's staffing capacity. Beyond ease of implementation for the plan itself, GHD's approach is to tailor the outcomes of the LRSP to integrate seamlessly into other aspects of the City's business and operations, such as those described below.

Grant Funding

We recognize the critical importance of developing and adopting an LRSP, not only as a required plan for future HSIP grant funding (Cycle 11) but as a plan to identify all available funding opportunities and eligible projects. Grant funding sources could be from HSIP, ATP, Congestion Mitigation and Air Quality Improvement Program (CMAQ), Measure A, Office of Traffic Safety (for additional enforcement) and/or stimulus funding. The goal of the plan is to favorably position the City in acquiring future grant funding in a well-defined implementation plan.

GHD's Approach to Your LRSP

GHD will follow Caltrans guidelines and FHWA's Local Road Safety process and target them to meet the goals and needs of the City. The overall goal will be to reduce fatal and injury collisions at high-frequency locations with low-cost countermeasures and innovative safety policies and practices that align with the City's established planning and policy objectives.

Step 1: Establish Leadership and Stakeholder Working Group

At the project Kick-Off Meeting, a safety champion for the City will be identified to lead the efforts of the LRSP Stakeholder Working Group. LRSP Stakeholder Working Group members will be established based on City input and guidance from GHD based on experience with previous LRSP Stakeholder Working Groups. This group can include City representatives for public works, maintenance, and community development, along with other City partners and stakeholders, such as sheriff and fire services, emergency responders, school staff, and bicycle and pedestrian groups. In addition, it is important to include Caltrans and Santa Barbara County as the jurisdictional roadway partners.

GHD will work with the City staff and the LRSP Stakeholder Working Group to come up with a vision, a mission statement, and goals that supports SHSP. The goals developed through this process will aim to produce results consistent with the City's vision for safety and should be realistic, achievable, and measurable. Identified future projects will aim to meet these goals. In addition, a project website and a flyer for inclusion in community utility bills will be developed and one public meeting will be held (format to be determined). The LRSP helps to address the "5 E's" of traffic safety: Engineering, Enforcement, Education, Emergency Services, and Emerging Technologies.

Step 2: Analyze Safety Data

GHD will review the past five (5) years of complete collision data from available sources to include: City databases and California Highway Patrol's Statewide Integrated Traffic Records System (SWITRS), and TIMS. Also, with 2020 collision data being sort of an anomaly (due to COVID), that year will be evaluated but most likely the concentration will be placed on 2015-2019 data. Further collision analysis will be performed in rectifying the data and completing a comprehensive data set. It will also be important to capture any safety concerns from the LRSP Stakeholder Working Group and citizens, including places where there are near miss collisions and high-risk roadway conditions. Citizen concerns will be captured through the pinpoint option on the Social Pinpoint interactive map. We find that mapping the locations with citizen comments with the priority intersections and segments, will allow you to see other areas you might need to address in a proactive manner.

Safety analysis methods consistent with the Highway Safety Manual (HSM) and Caltrans' most recent Local Roadway Safety Manual (LRSM) will be implemented in ranking the locations for focus.

Step 3: Determine Emphasis Areas

After review of the collisions and LRSP safety concerns, emphasis areas will be determined. These could be intersections/interchanges, bicycle, pedestrian, or other SHSP challenge areas. The emphasis areas will complement the LRSP Stakeholder Working Group goals and overall vision for safety and likely focus on reducing Fatal and Severe Injury (FSI) collisions, high-collision incidence locations, and area-wide systemic collision pattern analysis.

Step 4: Identify Strategies

GHD will evaluate the collision data and high-risk roadway characteristics to determine possible countermeasures to mitigate the collisions for the top 10 locations. The recommended safety countermeasures will be from the Caltrans approved list for the HSIP funding or countermeasures that have a Crash Modification Factor (CMF) on FHWA's CMF Clearinghouse. These safety countermeasures and overall benefits (crash reduction factors) will be discussed with the LRSP Stakeholder Working Group for their input and feedback.

Step 5: Prioritize and Incorporate Strategies

Based on direction from the LRSP Stakeholder Working Group, the GHD team will quantify Benefit-Cost Ratios (BCRs) of recommended safety projects at either specific locations or applied systemically to locations with similar high-risk characteristics. This scope will prioritize projects based on conceptual design or identified countermeasure and preliminary cost estimates. The majority of costs will be derived from the City's recent bids and Caltrans' Contract Cost Data in this high-level analysis. This analysis will help to prioritize the projects for the next couple of HSIP cycles or incorporate strategies within the City (additional enforcement, education campaigns, emergency response, etc.) to increase safety.

Step 6: Evaluate and Update the LRSP

The LRSP Stakeholder Working Group will need to decide on the overall way to evaluate and update the LRSP. The LRSP will be a living document and updated as needed, with a formal update every 5 years. In addition, metrics can be added to the LRSP to track the performance of the identified goals.

Proven Results

The GHD Project Team has a long and successful history of developing and implementing traffic safety plans and programs. Kathryn Kleinschmidt, Project Manager, has completed many safety studies including SSARs, LRSPs, SRTS, school audits, and safety studies following HSM methodologies to include the predictive method and Enhanced Interchange Safety Analysis Tool (ISATe). Kathryn performed the safety analysis and grant writing for HSIP applications that successfully won funding when she worked at the City of Scottsdale and completed HSIP applications for Cycle 10 for the cities of Arroyo Grande and Trinidad. She is passionate about improving safety and has completed SSARs for the City of Monterey, Monterey County, and City of Arroyo Grande. Kathryn lead the successful adoption of Shasta Lake LRSP and Draft LRSP for Waterford, and is currently leading development of LRSPs for the cities of Arroyo Grande, Camarillo, Healdsburg, and Fortuna.

→ Work Plan

GHD's Project Manager will review this Scope of Work with the City of Carpinteria at the project outset and will request any additional information which may be pertinent to this project. Project management work items, along with ongoing communication, correspondence, and coordination with the agencies, stakeholders and LRSP Stakeholder Working Group will be conducted as part of this task. In addition, this will include the contract management tasks such as invoicing, tracking of percent complete of tasks and budget, schedule, and any other tasks to ensure a successful project that meets the City's needs and expectations.

Task 1 - Project Management, Coordination, and Meetings

Task 1.1 - Project Administration

This will pertain to all Project Management tasks to include managing the contract, coordination, communication, quality control and quality assurance (QA/QC) throughout the LRSP process, monitoring and reporting the budget, adherence to the schedule, and overall successful administration of the Agreement for Consultant Services for this contract.

Task 1.2 - Progress Meetings

This proposal also includes one (1) project meeting (Kick-Off) and bi-weekly or monthly coordination meetings as needed. Attendance at more than these meetings, if requested, will be billed on a time and materials basis with prior authorization.

Task 1 Deliverables

- *GHD to prepare all meeting agendas, meeting materials, and subsequent meeting minutes.*
- *GHD to prepare and maintain a Project Management Plan.*
- *GHD to prepare monthly invoices with percent complete on each task.*

Task 2 - Data Collection

Task 2.1 - Roadway System Review

GHD will collect all City documents that are pertinent to roadway safety. This will include the City's General Plan and Local Coastal Plan which is currently being updated, Sustainable Community Policy, current developments from the Cumulative Projects List that include roadway improvements, bicycle and pedestrian plans/improvements, safe routes to school programs/maps/projects, and any current plans, standards, and policies that will be helpful in catering the LRSP to the City of Carpinteria.

Task 2.2 - Crash and Safety Data Collection

GHD will use the available past complete five (5) years of crash data from the California Highway Patrol's database via SWITRS and TIMS and cross-check it with the City's crash database to capture a comprehensive crash data set. In addition, any pertinent supplemental reports will be examined to capture the true number of fatalities. A collision can be upgraded to a fatality after the initial collision record (per California's Collision Investigation Manual, a fatal injury is "death as a result of injuries sustained in a collision, or an injury resulting in death within 30 days of a collision"). In gathering systemic safety data of areas with similar risk characteristics to collisions, a roadway and intersection assessment will also be performed to identify different high-risk roadway characteristics.

Based on feedback from the LRSP Stakeholder Working Group, additional observational and informal sources will be included in addressing roadway and traffic safety concerns, near-misses, and complaints from residents, businesses, school districts, transit agencies, and any other local stakeholders identified by the City.

Task 2.3 - Traffic Data Collection

In calculating crash rates for top high severity and crash roadway segments and intersections, GHD will use available historical traffic count data (24-hour counts) for the City. If no historical traffic data is available, GHD can collect pre-COVID traffic counts through Streetlight. In addition, other factors such as roadway characteristics to include cross section, speed limit, adjacent parking, intersection traffic control, bicycle and pedestrian accommodations, traffic signing and striping, and anything pertinent to traffic safety, will be noted

Task 2 Deliverables

- *GHD will provide a summary of data requests, collision data collected, and coordinate any needs with the City.*

Task 3 - Collision and Roadway Data Analysis

Task 3.1 - Quantitative Crash Analysis

GHD will thoroughly analyze the data obtained in Task 2 to reveal fatal and injury crash trends, concentrations, and risk factors for systemic analysis. GHD will develop a GIS database to perform spatial analysis and prepare maps that present rich and visually-compelling analysis-related content. Various maps can be created to show collision density hot spots (heat maps), collision severity, collision types, or bicycle collisions and pedestrian collisions as well as additional features, such as day and night conditions or violation factors (e.g. unsafe speed, improper turning, etc.).

The choice of platforms and formats will ultimately be determined by the City, to provide for maximum utility of developed tools after completion of the LRSP. Some of the many factors that will be analyzed and summarized in this Task include:

- Location
- Intersections (safety influence area)
- Date and time of crash
- Crash type
- Crash severity
- Violation category
- Pavement/surface and weather conditions
- Lighting conditions

The analysis will evaluate crash frequency (high total and severe crash locations, crash trends, highest occurring crash types, etc.), and crash rate (the relationship between crash locations, traffic volumes, roadway characteristics, and crash types). In ranking the locations, methods from the Highway Safety Manual (HSM) will be used in capturing the relative severity of a location and subsequent ranking. Per the HSM, the Equivalent Property Damage Only (EPDO) index puts all collision severity in-

to equivalent property damage only collisions (EPDO=1) so the higher the severity the higher the EPDO ranking will be. EPDO ranking and crash rates will be used in identifying the top locations to focus safety countermeasures in creating a competitive safety projects for Highway Safety Improvement Program (HSIP) funding.

Field observations will also be conducted in evaluating possible risk factors and safety issues. With COVID-19 conditions, we understand traffic patterns are changing due to working from home protocols, local schools not in session or with limited opening, and overall changing peak hours (mid-day peak vs. morning peak hour). We will work with the City to capture the needs based on current and historical trends.

Task 3.2 - Identify and Evaluate Risk Factors

This Task will identify potential risk factors associated with collisions. These risk factors will align with the State's SHSP identified challenge areas to reduce fatalities and serious injuries on all public roads. Once the focused challenge areas are determined, they can be used to select similar locations that could benefit from a low-cost countermeasure to mitigate risks and collisions in a systemic approach.

Task 3 Deliverables

- *GHD to provide GIS collision maps focusing on collision dense locations (hot spots), collision severity (fatal and severe injury), bicycle and pedestrian collisions, and other focus challenge areas identified by the City.*
- *GHD to provide collision GIS shape files.*

Task 4 - Develop Countermeasures

Task 4.1 - Select Improvement Locations and Countermeasures

GHD will use the crash data evaluations completed in Task 3 to select appropriate safety countermeasure(s) for identified areas of concern. The goal is to provide a balance between countermeasures that mitigate on a systemic basis, while also addressing high-crash locations.

GHD will develop and apply a performance-based project prioritization process, using methods from the HSM and Caltrans LSRM. These will likely include the EPDO severity index, high incident locations, and crash rates. Crash rates help to normalize the data in comparing the daily volumes entering the intersection or on the roadway with the amount of crashes. This process will ultimately determine which low-cost systemic safety improvements, or other countermeasures, could feasibly be implemented for maximum effect. The prioritization will also consider criteria reflecting the City's planning goals (e.g., pedestrian or bicycle facilities, proximity to schools, speed reduction/management, presence in a particular focus sub-area), CIP projects and schedule, and other context-specific needs reflecting the City's challenge areas.

GHD will prepare Technical Memorandum of the recommended countermeasures for top ten (10) ranking projects or top ten (10) projects per the City's direction. In addition, safety countermeasures applied systemically (i.e., improved signing and striping, pedestrian crossing enhancements, bicycle improvements, leading pedestrian intervals at signalized intersections) can be quantified on a location basis and number of locations. An important objective is to identify countermeasures that can simultaneously and effectively address the source or cause of crashes. In addition, in selecting engineering countermeasures we will follow Caltrans' most recent LRSM.

In addition, we recognize that not all traffic safety concerns can be fully addressed by "engineering" solutions. We will identify non-engineering strategies for consideration to include additional education (public education campaigns, SRTS maps, etc.), additional enforcement, emergency response improvements, and emerging technologies to include signal communications, portable message signs, and other beneficial new technologies. All these non-engineering strategies will be developed in collaboration with "on the ground" law enforcement and emergency service providers, as well as school and City staff.

Task 4 Deliverables

- *Technical Memorandum of Countermeasure Recommendation for Top Ranking Intersections and Segments*

Task 5 - Implementation Program

This Task shall identify strategies for implementing the recommended countermeasures effectively and monitoring their progress. Safety countermeasures are traditionally funded by HSIP, however, other funding and implementation mechanisms will be identified to include ATP, CMAQ, Stimulus funding, and ways to incorporate countermeasures such as striping and signing recommendations into City Maintenance routines.

Task 5.1 - Identification of Funding

The most common funding for safety countermeasures is HSIP funding. HSIP has a minimum BCR required for applications, however, each call also has set-aside funding which require no BCR. Last HSIP Cycle 10 had set-aside funding for pedestrian crossing enhancements, edgelines, guardrails, and tribal. For the top locations, GHD will monetize all safety benefits (i.e., collision reduction by collision severity) per HSIP methodology to develop preliminary BCRs based on the most recent call (HSIP Cycle 10 documents and requirements). However, the final BCRs would likely need to be further refined when the next call, HSIP Cycle 11, opens in May 2022. GHD will summarize the overall costs and the overall benefit of proposed improvements in the LRSP per the HSIP analyzer methodology for the top ten (10) ranking projects or top ten (10) projects per the City's direction. These projects can be systemic and have multiple locations. In addition, we will include possible set aside projects for pedestrian enhancements (given that set aside funding has been offered for the last two calls).

Other funding opportunities for countermeasure implementation will also be identified. Based on the above analysis if some projects are unlikely to fare well on the HSIP application due to low BCRs, these could be funded or implemented through other avenues such as ATP grants, Stimulus funding, or incorporation into daily maintenance practices or CIP budget. Coordination with the City PM will be key in capturing the funding options correctly. Also, if there is a desire from the Stakeholder Working Group to look into the development of a complete streets plan for a key corridor a Sustainable Communities Transportation Grant would be identified.

Task 5.2 - Monitor Program

After funding and implementation are identified, a performance-based monitoring assessment will be identified. This will be based on the overall goals of the LRSP and reductions of collisions. Input from the City and LRSP Stakeholder Working Group will be key in capturing a program that is SMART (Specific, Measurable, Achievable, Relevant, and Time Constrained). This program will have a matrix type approach for the different countermeasures and goals. The goal is to avoid making a cumbersome program for the City to maintain but rather have some metrics in place to monitor the safety improvements and effectiveness and ability to add additional recommendations as needed. The LRSP will be a living document and updated as needed.

Task 5 Deliverables

- *Identification of funding and implementation program matrix.*

Task 6 - Local Road Safety Plan Document

Task 6.1 - Development of LRSP Document

GHD will prepare a LRSP in accordance with FHWA guidelines and Caltrans requirements and submit a copy of the Draft LRSP report to the City for their review and comments. The LRSP will be consistent with FHWA Developing Safety Plans Manual and the most recent Caltrans Local Roadway Safety Manual. In addition, it is recommended the Draft LRSP be reviewed by the LRSP Stakeholder Working Group for their comments and concurrence with the recommendations. After all comments have been incorporated, the final LRSP document will be put on the City Council's consent agenda for their approval. GHD will attend the meeting to address any questions.

Task 6 Deliverables

- *LRSP Draft and Final Report.*
- *MS Word documents and PDF copies of the Draft and Final Reports will be provided in an electronic format along with two (2) bound hard-copies of the Final LRSP Report.*

Task 7 - LRSP Stakeholder Working Group and Public Outreach

Task 7.1 - Form LRSP Stakeholder Working Group

At the project Kick-Off Meeting, the Project Manager for the City will be identified and discussion of possible Working Group members will occur. GHD will work with the City to identify the best approach for contacting stakeholders for their participation as a representative in the development of the LRSP. After the LRSP Stakeholder Working Group is formed, GHD will house all contact information for the group members in Excel format for easy access. Typically, GHD schedules the first meeting after the collision and roadway data is processed. GHD will lead all other tasks and meetings with the Working Group.

Task 7.2 - LRSP Stakeholder Working Group Meetings

As described above, a LRSP Stakeholder Working Group will be developed with the City. This will include a wide range of stakeholders that are involved in the "5 E's". It will be important to manage a key group of around 10-15 participants and then have others involved as needed in the review of recommendations and documents. Anticipated stakeholders are as follows:

- City of Carpinteria
  - Public Works, Planning, Community Development, Maintenance
  - City Council
  - City Traffic Safety Committee (presentation at 2 meetings)
  - City Public Facility Site Acquisition/ Development Committee (presentation at 1 meeting)
- Santa Barbara County
- Santa Barbara County Association of Governments
- Santa Barbara County Sheriff's Department
- Carpinteria-Summerland Fire Department (Fire Protection District)
- Caltrans District 5
- Santa Barbara Bicycle Coalition
- Carpinteria Unified School District
- Santa Barbara County Public Health Department
- Santa Barbara Metropolitan Transit District
- Ventura County Transportation Commission
- Boys and Girls Club
- Central Coast Alliance United for a Sustainable Economy
- Coalition for Sustainable Transportation

This LRSP Stakeholder Working Group will review the crash, traffic, and roadway data and establish goals, priorities, and countermeasures. The LRSP can add special attention to safety concerns identified by City staff and local "on the ground" stakeholders, such as first responders, citizens groups, and other jurisdictions, as needed. There will be two (2) LRSP Stakeholder Working Group meetings to facilitate the LRSP process. This Task includes the meeting materials (PowerPoints, handouts, and graphics).

After the formation of the LRSP Stakeholder Working Group, the initial meeting will be held to present the collision maps and available data to start the discussion of what the overall goal of the LRSP entails and what the focus challenge areas will be per the SHSP. This meeting will outline the process and objectives from the LRSP Stakeholder Working Group. In addition, the mission, goals, and vision will start formation.

The second LRSP meeting will include the overall ranking of the top intersections, segments and safety countermeasures along with possible projects to mitigate those collision trends. In addition, this meeting will go over the public comments and their concerns in capturing near misses and issues at locations that may not have a documented history of a collision problem. Based on input from the LRSP Stakeholder Working Group and the public outreach, the overall projects will be identified in the LRSP.

GHD will also conduct presentations to the Traffic Safety Committee at 60% and 90% stages, one presentation to Public Facility Site Acquisition/ Development Committee Meeting at 90% stage, and one presentation to City Council at the 90% stage.

Task 7.3 - Public Outreach

GHD will develop and maintain a separate project website using the Social Pinpoint platform for the City of Carpinteria. The City will have an unique website URL (Carpinteria name in address) that can be provided on the City's website and social media platforms. The project website will have a landing page that will explain the LRSP process and reason the City is conducting an LRSP, as well as house project documents for comments and an interactive map that allows comments to be placed at specific locations of concern for vehicle, pedestrian, bicycle, or transit related comments. This public engagement tool also has the ability to create various surveys or idea walls and has a Google translate option that will be enabled, allowing it to be translated in over 100 different languages or auto detect the user's browser language settings.

The Social Pinpoint website will most likely go live after the first LRSP Stakeholder Working Group meeting and remain live throughout the LRSP process. Public comments will be collected through the interactive map and surveys and the draft LRSP document can be posted for public comments. Public comments will then be discussed at the 2nd LRSP Stakeholder Working Group Meeting to create a comprehensive safety plan that evaluates current collision trends and other areas of concern that might not currently be experiencing a collision issue (proactively).

With the Social Pinpoint platform back office, all public comments are captured or flagged for review (if inappropriate language is detected) within the website and can be easily exported in Microsoft (MS) Word and Excel format to the City. GHD will work with the City to provide responses to the public comments. In addition, Social Pinpoint has the ability to create graphs and various reports illustrating the different relationships between comments. GHD will take the interactive map comments and geolocates and create a map in GIS with the public comments and top intersections and segments per the collision analysis. This will help us to evaluate areas that would benefit from a systemic application of countermeasures before a collision issue exists. All public comments will be summarized and included in the appendix for the LRSP document.

Task 7 Deliverables

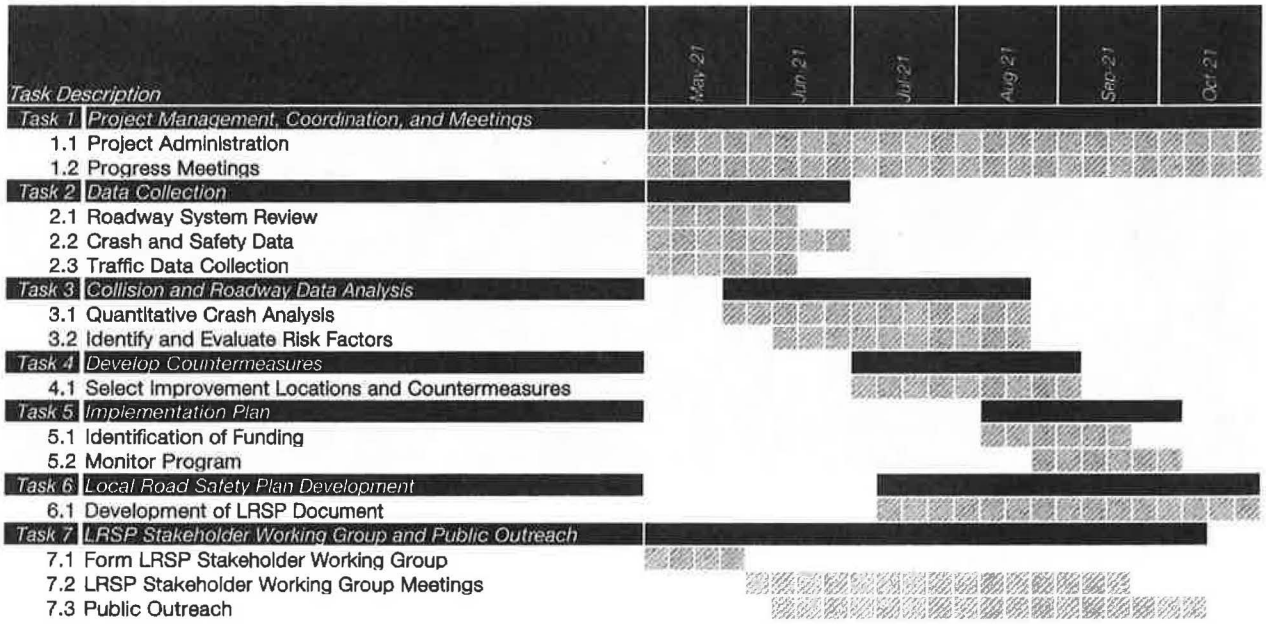
- *GHD to form LRSP Stakeholder Working Group and maintain the contact list.*
- *GHD to provide the LRSP meeting agendas, PowerPoint presentations, with meeting summaries in documenting the meetings and capturing the stakeholder feedback.*
- *Two (2) LRSP Stakeholder Working Group Meetings.*
- *Two (2) presentations to the City Traffic Safety Committee at 60% and 90% stages.*
- *One (1) presentation to Public Facility Site Acquisition/Development Committee Meeting at 90% stage.*
- *One (1) City Council meeting presentation for adoption of LRSP.*
- *GHD to develop and maintain a project website on Social Pinpoint for the desired duration.*
- *GHD will provide all public comments in MS Word and/or Excel format for inclusion in the LRSP document.*

→ 8. Schedule

The proposed GHD schedule is provided below. Each respective task will also have mutually exclusive technical staff assigned other than the Project Manager. This will ensure the project is given ample resources to meet the schedule.

GHD will work with the City to kick off the LRSP project according to their needs and availability. Based on the RFP information and when the contract is executed, the Notice to Proceed (NTP) for the City could start as soon as May 2021. The Gantt chart schedule outlines the overlapping tasks that would occur simultaneously as well as any critical path tasks.

GHD would use this schedule, along with our BST project management software, to track the project tasks and percent complete in delivering a successful project on schedule and within the budget. Typically LRSPs take 6-8 months to complete. We understand the importance of having the LRSP adopted before the next HSIP Cycle in April 2022 and anticipate the Final LRSP will be ready for presentation to the City Council in November 2021.



ESTIMATED HOURS

→ 9. Estimated Hours

Below is an estimate of each team member's hours per task. These hours are subject to change based on the needs of Carpinteria. This team has worked together on multiple LRSPs and has built a level of efficiency with a templated process and lessons learned from successfully delivering other LRSPs through the Final Stage. Kathryn Kleinschmidt will lead the effort as Project Manager, supported by Rodger Olds, who will oversee the countermeasures and safety projects, and Senior Engineer Jay Walter, who will perform a robust QA/QC process.

	GHD							
Task Description	Vedula	Walter	Kleinschmidt	Olds	Rahman	Bryant	Darke	GHD Total Hours
	Project Director	*QA/QC Manager*	*Project Manager*	*Design Engineer*	*Traffic Engineer*	*Traffic Engineer*	*Traffic Engineer*	
Task 1 Project Management, Coordination, and Meetings								
1.1 Project Administration	1		12					13
1.2 Progress Meetings			20			4	4	28
Task 2 Data Collection								
2.1 Roadway System Review			2		4	8	8	22
2.2 Crash and Safety Data			2		4	6	6	18
2.3 Traffic Data Collection			1		4	6	6	17
Task 3 Collision and Roadway Data Analysis								
3.1 Quantitative Crash Analysis		1	4	2	8	10	10	35
3.2 Identify and Evaluate Risk Factors			4	2	6	10	10	32
Task 4 Develop Countermeasures								
4.1 Select Improvement Locations and Countermeasures	1	1	6	6	8	12	12	46
Task 5 Implementation Plan								
5.1 Identification of Funding		1	3	2	6	6	8	26
5.2 Monitor Program		1	2	1	4	4	8	20
Task 6 Local Road Safety Plan Development								
6.1 Development of LRSP Document	1	2	12	2	10	12	15	54
Task 7 LRSP Stakeholder Working Group and Public Outreach								
7.1 Form LRSP Stakeholder Working Group			3					3
7.2 LRSP Stakeholder Working Group Meetings			14		8	12	15	49
7.3 Public Outreach			4			20	12	36
Total Hours	3	6	89	15	62	110	114	399

→ ghd.com

Fee Proposal
City of Carpinteria LRSP

	GHD								
Task Description	Project Director Vedula	QA/QC Manager Walter	Project Manager Kleinschmidt	Design Engineer Olds	Traffic Engineer Rahman	Traffic Engineer Bryant	Traffic Engineer Darke	GHD Total Hours	GHD Total Cost
	$ 271	$ 235	$ 196	$ 195	$ 120	$ 106	$ 106		
Task 1 Project Management, Coordination, and Meetings									
1.1 Project Administration	1		5					6	$ 1,253
1.2 Progress Meetings			8			4	4	16	$ 2,420
Task 2 Data Collection									
2.1 Roadway System Review			2		4	8	8	22	$ 2,573
2.2 Crash and Safety Data			2		4	6	6	18	$ 2,148
2.3 Traffic Data Collection			1		4	6	6	17	$ 1,952
Task 3 Collision and Roadway Data Analysis									
3.1 Quantitative Crash Analysis		1	4	2	8	10	10	35	$ 4,496
3.2 Identify and Evaluate Risk Factors			4	2	6	10	10	32	$ 4,021
Task 4 Develop Countermeasures									
4.1 Select Improvement Locations and Countermeasures	1	1	6	6	8	12	12	46	$ 6,365
Task 5 Implementation Plan									
5.1 Identification of Funding		1	3	2	6	6	8	26	$ 3,422
5.2 Monitor Program		1	2	1	4	4	8	20	$ 2,578
Task 6 Local Road Safety Plan Development									
6.1 Development of LRSP Document	1	2	12	2	10	12	15	54	$ 7,557
Task 7 LRSP Stakeholder Working Group and Public Outreach									
7.1 Form LRSP Stakeholder Working Group			3					3	$ 589
7.2 LRSP Stakeholder Working Group Meetings			4		4	6	6	20	$ 2,541
7.3 Public Outreach			4			5	5	14	$ 1,847
Total Hours	3	6	60	15	58	89	98	329	
Social Pinpoint Direct Cost									**$ 1,000**
Travel/Lodging Direct Cost									**$ 100**
	$ 814	**$ 1,410**	**$ 11,775**	**$ 2,925**	**$ 6,977**	**$ 9,452**	**$ 10,408**	**658**	**$ 44,860**

City of Carpinteria

COUNCIL AGENDA STAFF REPORT
May 10, 2021

ITEM FOR COUNCIL CONSIDERATION

Authorization for the City to re-join the Multi-Jurisdictional Solid Waste Task Group.

STAFF RECOMMENDATION

Action Item _X_ ; Non-Action Item ___

That the City Council authorize rejoining the Multi-Jurisdictional Solid Waste Task Group, and appoint at least one, no more than two, Councilmembers to serve

Sample Motion: I move that the City rejoin the Multi-Jurisdictional Solid Waste Task Group, and appoint at least one, no more than two, Councilmembers to serve.

BACKGROUND

The Multi-Jurisdictional Solid Waste Task Group (Task Group) was established as a forum to discuss and plan for countywide solid waste management programs and facilities. In June 2001, the Task Group was formed and continued to meet through the development and approval of a Work Summary and Countywide Long-term Solid Waste Management Plan produced in February 2004. After 2004, the Task Group continued to work on model ordinances and programs related to construction waste diversion, commercial recycling, and the analysis of the feasibility of new facilities and technologies for waste management.

Membership of the Task Group included the cities of Buellton, Carpinteria, Goleta, Guadalupe, Lompoc, Santa Barbara, Santa Maria, and Solvang, and the County of Santa Barbara, as well as the County Special Districts Association. Each member jurisdiction could appoint up to two elected officials with a maximum potential membership of twenty elected officials. Bylaws, guiding principles, an organizational structure, and a system planning and approval process was developed and approved by the Task Group. The end result was a list of long-term programs and projects organized by the three wastesheds within the County, including the Santa Maria, Lompoc, and Tajiguas landfills.

The purpose of this staff report is to consider re-joining the Task Group, and to appoint one at least one Councilmember to represent the City once re-established.

DISCUSSION

The Task Group created the Work Summary and Countywide Long Term Solid Waste Plan (Plan) (Attachment A), which included an organizational structure, planning and approval process, and provided a detailed description of the organization and project recommendations for each of the three wasteshed's in the County. While the Task Group discontinued its meetings in 2011, many of the programs and projects identified in the plan were pursued and completed, including increasing recycling programs and expanding offerings at transfer stations and landfills to increase diversion.

Since 2011, new legislation has been passed, and local programs and projects identified that would benefit from greater regional collaboration. This includes identifying locations to be included for potential emergency debris processing and disposal sites, which has been identified through drafting the regional Disaster Debris Management Plan in 2019. In 2016, Senate Bill 1383 (SB 1383), "Short Lived Climate Pollutants," was signed into law. SB 1383 established methane emission reduction targets in an effort to reduce emission of short-lived climate pollutants across various sectors including organic waste. CalRecycle established a 75-percent diversion requirement for organic waste by January 2025. This equates to approximately 20 million tons of organics statewide. Additionally, a 20-percent increase in food recovery (i.e. usable food being diverted to programs that then redistribute it) must be achieved by the same deadline. Implementation of requirements included in SB 1383 (the Short-Lived Climate Pollutants Reduction Act), such as adoption of local enforcement ordinances, container labeling, and a regional food rescue program, would benefit from regional implementation by increasing the likelihood of success while reducing costs to the individual agencies.

Staff recommends approving the City rejoining the Task Group, and appointing at least one, no more than two, Councilmembers to serve.

POLICY CONSISTENCY

Regional collaboration and implementation of the above measures is consistent with Resolution No. 5500, Sustainable Community Policy.

FINANCIAL CONSIDERATIONS

While there are nominal administrative costs associated with reforming the Task Group, many of the plans and projects detailed above are funded through solid waste fees.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

The Task Group is being formed on a completely voluntary basis and it is not anticipated that there will be any type of legal agreement established for which City Attorney review would be appropriate. In the future, should a memorandum of understanding or other agreement be proposed, review by the City Attorney's office prior to Council consideration would be arranged by staff.

OPTIONS

City Council could choose to rejoin the Task Group. Alternatively, Council could choose not to rejoin the Multi-Jurisdictional Solid Waste Task Group.

ATTACHMENTS

Attachment A: Work Summary and Countywide Long Term Solid Waste Plan

Staff contact: Erin Maker, Environmental Program Manager
(805) 880-3415, erinm@ci.carpinteria.ca.us

Signature

Reviewed by: John Ilasin, Public Works Director
(805) 880-3402, johni@ci.carpinteria.ca.us

Signature

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

Signature

ATTACHMENT A
Work Summary and Countywide Long Term Solid Waste Plan

Multi-Jurisdictional Solid Waste Task Group

Co-Chairs

Gail Marshall
County of Santa Barbara

Dan Secord, MD
City of Santa Barbara

Members

Carlos Aguilera
City of Guadalupe
Lupe Alvarez
City of Guadalupe
Jean Blois
City of Goleta
John Carter
Goleta Sanitary District
Dick DeWees
City of Lompoc
Iya Falcone
City of Santa Barbara
Greg Gandrud
City of Carpinteria
Larry Lavagnino
City of Santa Maria
Alice Patino
City of Santa Maria
Naomi Schwartz
County of Santa Barbara
Mike Siminski
City of Lompoc
Ed Skytt
City of Solvang
Bill Traylor
City of Buellton
Jonny Wallis
City of Goleta
Diane Whitehair
City of Buellton

Work Summary *and* Countywide Long-term Solid Waste Management Plan

Guiding Principles

Local Control

Regional Services

Waste Diversion

Economic Efficiencies

Reliability

Flexibility

February 2004

Multi-jurisdictional Solid Waste Task Group Membership

Task Group

Co-Chairs

Gail Marshall, County of Santa Barbara
Dan Secord, MD, City of Santa Barbara

Members

Carlos Aguilera, City of Guadalupe
Lupe Alvarez, City of Guadalupe
Jean Blois, City of Goleta
John Carter, Goleta Sanitary District
Dick DeWees, City of Lompoc
Iya Falcone, City of Santa Barbara
Greg Gandrud, City of Carpinteria
Larry Lavagnino, City of Santa Maria
Alice Patino, City of Santa Maria
Naomi Schwartz, County of Santa Barbara
Mike Siminski, City of Lompoc
Ed Skytt, City of Solvang
Bill Traylor, City of Buellton
Jonny Wallis, City of Goleta
Diane Whitehair, City of Buellton

Technical Advisory Committee

Members

Lupe Alvarez, City of Guadalupe
David Brummond, Local Enforcement Agency
Peter Cantle, Santa Barbara County Air Pollution Control District
Marlene Demery, City of Solvang
Phil Demery, County of Santa Barbara
Diane Gabriel, Special Districts Association
Hector Hernandez, Regional Water Quality Control Board
Paul Karp, City of Santa Maria
Dale Lipp, City of Carpinteria
Patrick Maloy, Vandenberg Air Force Base
Homer Smith, City of Santa Barbara
Claudia Stine, City of Lompoc
Steve Thompson, City of Buellton
Steve Wagner, City of Goleta

Convener

John McInnes, County of Santa Barbara

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I. Executive Summary

In June 2001, the Multi-jurisdictional Solid Waste Task Group (Task Group) was established for the purpose of providing a forum to discuss and plan countywide long-term solid waste management strategies and facilities.

This report summarizes the work of the Task Group to date and its recommended conceptual long-term solid waste management plan. Specifically, the Task Group's conceptual long-term management plan, bylaws, organizational structure, guiding principles, and system planning and approval process is provided. The report concludes with a brief description of the Task Group's consideration of applicable governance structures.

The result of the system planning effort (described below) was a recommended conceptual countywide long-term solid waste management plan (Plan). The recommended Plan was unanimously approved by the Task Group on February 23, 2004 and distinguishes between the three separate wastesheds or geographic regions. In each of the regions, all existing program and infrastructure will continue and new programs or facilities are proposed to augment the respective regional systems. In all cases, the proposed Plan increases the amount of landfill diversion. New programs or facilities proposed include:

Lompoc Landfill Wasteshed

- Increased Commercial Recycling
- Increased Collection of Electronic Waste (Statewide mandate)
- Consideration of Construction and Demolition Waste Recycling Ordinances
- Consideration of Participation in the Proposed Clean Material Recovery Facility on the South Coast

Santa Maria Landfill Wasteshed

- Increased Collection of Electronic Waste (Statewide mandate)
- Consideration of Construction and Demolition Waste Recycling Ordinances
- Consideration of Participation in the Proposed Clean Material Recovery Facility on the South Coast
- Integration of Existing Recycling Programs at the Transfer Station
- Development of Additional Recycling Programs at the Landfill Site
- Optimization of Funding for Closure, Free Recycling and Facility Replacement Planning
- Development of a New Long-Term Disposal Facility

Tajiguas Landfill Wasteshed

- Expansion of Existing Commercial Recycling Programs
- Increased Collection of Electronic Waste (Statewide mandate)
- Development of a New Household Hazardous Waste Facility
- Consideration of Construction and Demolition Waste Recycling Ordinances
- Development of a New Clean Material Recovery Facility on the South Coast
- Development of a Food Waste Collection and Processing Program
- Development of a New Waste Conversion Facility
- Development of a Dirty Material Recovery Facility and Corresponding Composting Facility Should the Development of a Waste Conversion Facility Become Infeasible

Prior to the development of the Plan, on April 22, 2002 the Task Group considered and adopted Bylaws to govern its activities. The fundamental elements include:

- Name
- Purpose
- Membership
- Quorum
- Voting by Consensus
- Number of Annual Meetings
- Amendment of Bylaws

Next, a multiple level organizational structure was created to support the work of the Task Group and provide opportunities for involvement of all stakeholders in the issues and discussion. The structure includes:

- A **Task Group** of appointed elected officials.
- A **Project Team** made up of staff from the participating jurisdictions to provide general staffing functions for the Task Group.
- A **Technical Advisory Committee** (TAC) comprised of senior decision making staff that have both technical knowledge as well as a global perspective of solid waste systems. This Committee oversees all research and recommends options to the Task Group, and
- **Subgroups** that serve as the research arm of the TAC and develop preliminary recommendations for discussion and action by the TAC. These Subgroups are open to all interested parties.

To direct all research and system planning efforts, the Task Group adopted several Guiding Principles pertaining to the following key issues:

- Local Control
- Regional Services
- Waste Diversion (from landfill)
- Economic Efficiencies
- Reliability
- Flexibility

Utilizing the above referenced bylaws, organizational structure and guiding principles an extensive system planning effort was undertaken that took more than two years to complete. This effort led to the creation of the Plan (discussed above). The primary steps of the effort included:

1) Subgroup Research and Recommendations
2) TAC Evaluation of Subgroup Recommendations
3) Development and Consideration of Solid Waste Management System Scenarios

To manage the various programs and regional systems contained in the Plan, the Task Group discussed several potential governance structures. Examples of intergovernmental agreements in California were reviewed and compared based on several criteria. Utilizing this information, a draft Joint Powers Planning Authority scope was developed by the City of Santa Barbara. Several of the participating jurisdiction's City Managers met and considered the draft document and determined that the Task Group should develop a conceptual solid waste management plan (identifying appropriate infrastructure) before initiating any formal governance structures. Consequently, the Task Group heard a report from the City Managers and concurred with their findings. The Task Group anticipates revisiting potential governance structures once the Plan has been considered by all participating jurisdictions.

Finally, on February 23, 2004, the Task Group unanimously determined that all of its member jurisdictions should approve, in concept, the Plan described herein. With this approval, the Task Group can proceed with more detailed investigation of the implementation requirements.

II. Background

In June 2001, the County of Santa Barbara Board of Supervisors (Board) and the Santa Barbara City Council established the Multi-jurisdictional Solid Waste Task Group (Task Group) for the purpose of providing a forum to discuss and plan long-term solid waste management strategies and facilities. The Board and the Santa Barbara City Council passed identical resolutions (County resolution #01-90) finding and declaring that it is in the public interest to continue to work cooperatively to explore a means to formalize a continued long-term relationship regarding solid waste issues. In April 2002, the Board, along with the Santa Barbara City Council, passed resolutions (County resolution #02-146) to continue working together, and to invite other jurisdictions to participate in the process. As a result, the Task Group now consists of elected representatives from all of the County's incorporated cities, the County, and the Sanitation Districts, further enhancing the possibilities for regional cooperation.

III. Bylaws

On April 22, 2002 the Task Group considered and adopted Bylaws. Below is a summary of the bylaws.

Name

The Task Group shall be known as the "Multi-Jurisdictional Solid Waste Task Group" and is a California "Brown Act" committee formed by the respective legislative acts of the County of Santa Barbara, the incorporated cities of Buellton, Carpinteria, Goleta, Guadalupe, Lompoc, Santa Barbara, Santa Maria and Solvang and the Santa Barbara County Special Districts Association.

Purpose

The purpose of the Multi-Jurisdictional Solid Waste Task Group is to make recommendations on solid waste system planning and operations, such as, appropriate regional solid waste projects, priorities, schedules and funding sources to be considered by the Member Jurisdictions.

Membership

Each Member Jurisdiction may appoint up to two elected officials to the Multi-Jurisdictional Solid Waste Task Group, for a maximum potential membership of twenty (20) elected officials.

Quorum

A simple majority of the Member Jurisdictions shall constitute a quorum at any duly noticed meeting

Voting by Consensus

Legislative actions of the Multi-Jurisdictional Solid Waste Task Group shall be determined by consensus agreement, except where consensus is not reached, two or more additional or optional recommendations will be forwarded to the Member Jurisdictions for their consideration.

Meetings

The Multi-Jurisdictional Solid Waste Task Group shall hold at least six meetings during each fiscal year of its existence at times and places to be determined by the Multi-Jurisdictional Solid Waste Task Group.

Bylaws

The bylaws may be amended by consensus of the Multi-Jurisdictional Solid Waste Task Group.

IV. Organizational Structure

To support the work of the Task Group and provide opportunities for involvement of all stakeholders in the issues and discussion, a multiple level organizational structure was created (see Figure 1). The role and membership of each element of the proposed structure is discussed below.

Figure 1: Multi-jurisdictional Solid Waste Task Group Organizational Chart

A. Multi-Jurisdictional Task Group

Role: The Task Group serves as the central policy discussion and decision-making forum in the process. The Task Group is the conduit by which recommendations are sent to participating jurisdictions for approval. The Task Group establishes subgroups with specific goals to research and develop policy recommendations for consideration.

Members: Task Group members include the elected officials appointed by participating jurisdictions. Senior staff from participating jurisdictions may also participate in the discussions.

Bylaws: The Task Group is governed by its bylaws, which were established on April 22, 2002.

Meetings: The Task Group meets on a regular basis with all meetings open to the public, as required by the Brown Act.

B. Project Team

Role: The Project Team serves as staff to the Task Group. Its focus is on the process of the Task Group and its various subgroups. The Project Team provides process consulting, minutes and logistical support to the Task Group, and as necessary assists the Technical Advisory Committee with process issues.

Members: The Project Team consists of staff from the County and cities.

Meetings: The Project Team meets prior to each Task Group meeting.

C. Technical Advisory Committee

Role: The Technical Advisory Committee (TAC) serves as the focal point for discussion and recommendations on the goals, objectives and strategies identified by the Multi-Jurisdictional Task Group, and—ultimately—contained in the long-range solid waste management plan. The TAC is responsible—through the subgroups—to research and recommend options to the Multi-Jurisdictional Task Group. The TAC blends recommendations from the various subgroups to prepare comprehensive and integrated solutions to the Task Group.

Members: The TAC has 14 designated members. Members are senior, decision-making staff from each city (8), the County (1), solid waste regulators (3), Vandenberg AFB (1), and special districts (1). Members have both technical knowledge as well as a global perspective of solid waste systems.

Bylaws: The TAC is governed by its bylaws, which were established on May 9, 2002.

Meetings: TAC meetings are open to the public and all stakeholders are encouraged to participate in the discussions of both the TAC and its subgroups. In addition, the TAC is committed to hold forums for public involvement at key decision points.

D. Subgroups

Role: The Subgroups serve as the research arm of the TAC and develop the preliminary recommendations for discussion and action by the TAC. The subgroups were established for one of two purposes: 1) To examine specific issue areas, such as biosolids composting; or 2) To provide jurisdictions within the three wastesheds in the county with an opportunity to explore joint involvement in a specific project or facility for their wasteshed. They are created as needed by the Task Group. Each subgroup is responsible to develop its scope of work and work plan to meet the goals set forth by the Task Group.

Members: Subgroups have open membership. The Task Group or TAC will identify conveners of subgroups. Participants may then identify and invite all interested stakeholders to participate.

Meetings: Subgroups meet as necessary to accomplish their determined scopes of work.

Below is a list of existing Subgroups and their adopted purpose statements:

- **Alternatives to Disposal** - The Alternatives to Disposal Subgroup shall identify and evaluate the feasibility of solid waste conversion technologies that provide alternatives to waste disposal in Santa Barbara County.
- **Biosolids** - Evaluate opportunities for the short and long term processing and marketing of biosolids that are environmentally responsible, reliable and subject to local control. (Biosolids are the solid, aerobically digested portion of treated wastewater.)
- **Commercial Recycling, Food waste and Materials Recovery Facility** - Develop and implement cost-effective commercial recycling and food waste diversion programs tailored to each business type, keeping in mind the MJSWTG guiding principles.
- **Construction and Demolition Debris** - Identify and recommend cost effective programs for recycling construction, demolition, and other similar type materials, keeping in mind geographic, economic, and environmental issues in addition to the remaining Guiding Principles as established by the Task Group
- **Greenwaste** – Identify and analyze critical issues and areas of concern regarding the generation, collection, transportation, processing and marketing of residential and commercial green and wood waste, and to recommend short, medium, and long-term management options that offer the highest and best use of this resource at the least cost to the ratepayer.
- **Other Regulated Wastes** - Identify regional challenges and develop comprehensive approaches for the appropriate management and disposal of special regulated wastes. (This sub-group addressed Household Hazardous Waste as well as E-Waste).
- **Short and Long Term Disposal Options** – Identify needs and develop short and long term disposal proposals for submittal to the Technical Advisory Committee.
- **System Planning** – Identify parameters and process for considering Subgroup recommendations and developing potential integrated regional systems.

V. Guiding Principles

On January 28, 2002 the Task Group considered and adopted the following Guiding Principles:

Local Control

Local decision making bodies retain their authority to set rates and control the waste flow and the waste management system to meet their respective community goals.

Regional Services

A multi-jurisdictional partnered approach, which allows varying levels of community participation in a solid waste management system. It creates opportunities to optimize services regionally, including consistency of services and rates, economies of scale, effective use of sites and facilities, and other community goals.

Waste Diversion

To meet or exceed legal mandates by recovery of resources from the wastestream and reducing dependency on landfilling.

Economic Efficiencies

Balancing the achievement of respective community goals while recognizing the need for responsible fiscal management and fiscal constraints.

Reliability

A commitment to provide high-quality, consistent and dependable long-term waste management services.

Flexibility

An integrated system, which is flexible to accommodate both advances in technologies and various levels of jurisdictional participation in system components.

VI. System Planning and Approval Process

A. Subgroup Research and Recommendations

For more than a year, the Subgroups carried out their approved work plans and provided timely updates to the TAC and Task Group at their regularly scheduled meeting. Additionally, Subgroups received TAC and Task Group approvals for proposed policies that could affect the outcome of their work (i.e., criteria for the selection of technologies or vendors).

Staff of participating jurisdictions convened all of the Subgroups. All of the related staff work was completed by members of the participating jurisdictions with the exception of the Biosolids investigation, which was performed by a consultant at the direction of staff.

In September 2003, the Subgroups completed their work and developed corresponding final reports. The reports were formatted to be consistent with each other and included the following contents:

- Executive Summary
- Subgroup Purpose
- Subgroup Guiding Principles
- Work Description and Conclusions
- Subgroup Recommendations

Additionally, all recommended programs or facilities were summarized in a pre-determined standard template, which contained the following components:

- Category
- Title
- Major Features and Characteristics
- Targeted Material/Waste
- Application to Guiding Principles
- Additional Comments (*Evaluating Positive and Negative Features*)

The final reports were then forwarded and presented to the TAC for consideration. The Subgroups work was also presented to the Task Group for their final input and acceptance.

B. TAC Evaluation of Subgroup Recommendations

The TAC conducted several meetings where it evaluated and considered the Subgroup recommendations. The TAC also developed a matrix showing all recommended programs and facilities as they relate to the Task Group's Guiding Principles and held a facilitated, all day summit, to discuss the Subgroup's recommendations. The primary conclusions of this summit were the following system guidelines for Tajiguas Landfill wasteshed:

- Current programs will continue
- The applicable waste diversion hierarchy is 1) reduce & reuse, 2) traditional recycling, 3) waste conversion, 4) landfilling
- A local clean material recovery facility should be developed
- A conversion facility should be initially sized to allow for recycling to the maximum extent feasible
- The landfill should receive a minimum volume to maintain economic feasibility.

C. Development and Consideration of Management System Scenarios

Utilizing the Subgroups recommendations and the Tajiguas Landfill wasteshed system guidelines, the TAC developed and evaluated comprehensive and integrated solid waste management system scenarios for each of the three wastesheds within Santa Barbara County. While costs and landfill diversion were of primary concern to the TAC, all of the Task Group's Guiding Principles were considered when evaluating the scenarios.

In February 2004, the TAC selected what it considered to be the optimal long-term solid waste system and forwarded it to the Task Group for approval. On February 23, 2004, the Task Group unanimously approved the TAC's recommended long-term system and directed staff to present it to each of the member jurisdictions for approval.

VII. Recommended Countywide Long-term Solid Waste Management Plan

On February 23, 2004, the Task Group unanimously approved a conceptual countywide long-term solid waste management plan (Plan) for Santa Barbara County. The Plan reflects more than two-years of research and investigation by the Task Group's Technical Advisory Committee (as described in the previous Chapter) and calls for the development of several new programs and facilities that are designed to meet the reported solid waste needs of all participating communities.

The recommended system distinguishes between the three separate wastesheds or geographic regions. The areas serviced by current landfills determined the regions. In each of the regions, all existing programs and infrastructure will continue. Additionally, several new programs or facilities are proposed to augment the respective regional systems. Below is a summary of the proposed new infrastructure, resulting landfill diversion and remaining disposal capacity. Estimated costs are also provided for the Tajiguas Landfill wasteshed.

A. Lompoc Landfill Wasteshed

New Programs and Facilities:

- Increased Commercial Recycling
- Increased Collection of Electronic Waste (Statewide mandate)
- Consideration of Construction and Demolition Waste Recycling Ordinances
- Consideration of Participation in the Proposed Clean Material Recovery Facility on the South Coast

New Landfill Diversion:

Based on the proposed system, an additional 6% of overall waste diversion is projected.

Remaining Disposal Capacity:

Currently, the remaining permitted life of the landfill is approximately 48 years, thus, ensuring long-term in-county disposal life for the region

B. Santa Maria Landfill Wasteshed

New Programs and Facilities:

- Increased Collection of Electronic Waste (Statewide mandate)
- Consideration of Construction and Demolition Waste Recycling Ordinances
- Consideration of Participation in the Proposed Clean Material Recovery Facility on the South Coast
- Integration of Existing Recycling Programs at the Transfer Station
- Development of Additional Recycling Programs at the Landfill Site
- Optimization of Funding for Closure, Free Recycling and Facility Replacement Planning
- Development of a New Long-Term Disposal Facility

New Landfill Diversion:

Based on the proposed system, an additional 6% of overall waste diversion is projected.

Remaining Disposal Capacity:

Currently, the remaining permitted life of the landfill is approximately 18 years. With the implementation of the proposed system, a new landfill would ensure long-term in-county disposal life for the region.

C. Tajiguas Landfill Wasteshed

New Programs and Facilities:

- Expansion of Existing Commercial Recycling Programs
- Increased Collection of Electronic Waste (Statewide mandate)
- Development of a New Household Hazardous Waste Facility
- Consideration of Construction and Demolition Waste Recycling Ordinances
- Development of a New Clean Material Recovery Facility on the South Coast
- Development of a Food Waste Collection and Processing Program
- Development of a New Waste Conversion Facility
- Development of a Dirty Material Recovery Facility and Corresponding Composting Facility Should the Development of a Waste Conversion Facility Become Infeasible

Costs:

Costs for existing waste diversion programs are not expected to change significantly.

The cost of handling (landfilling) the materials/waste not captured by existing diversion programs is approximately $27 per ton or $7,300,000 per year. Total net costs for new diversion programs and facilities are projected between $27 and $42 per ton or $7,300,000 and $11,500,000 per year. The majority of variance is attributable to the costs of handling electronic and household hazardous wastes.

New Landfill Diversion:

Currently, landfill diversion for the region is approximately 55%. With the implementation of the proposed system, landfill diversion is estimated to at 85%.

Remaining Disposal Capacity:

Currently, the remaining permitted life of the landfill is approximately 18 years. With the implementation of the proposed system, the permitted landfill life would be 41 – 53 years depending on the waste conversion technology ultimately selected.

VIII. Governance Structures for Management Systems

The Task Group discussed several potential governance structures for managing the regional systems. Examples of intergovernmental agreements in California were reviewed and compared based on several criteria. Utilizing this information, a draft Joint Powers Planning Authority scope was developed by the City of Santa Barbara. Several of the participating jurisdiction's City Managers met and considered the draft document and determined that the Task Group should develop a conceptual solid waste management plan (identifying appropriate infrastructure) before initiating any formal governance structures. Consequently, the Task Group heard a report from the City Managers and concurred with their findings. The Task group anticipates addressing potential governance structures once the conceptual plan has been considered by all participating jurisdictions.

City of Carpinteria

COUNCIL AGENDA STAFF REPORT
May 10, 2021

ITEM FOR COUNCIL CONSIDERATION

Approval and adoption of urgency Ordinance No. 746, amending Ordinance No. 744, extending the temporary COVID-19 Outdoor Business Permit program to allow businesses to operate in the City right-of-way and other privately-owned outdoor spaces to encourage social distancing and economic recovery during the COVID-19 pandemic

STAFF RECOMMENDATION

Action Item _X_; Non-Action Item ___

Approve and adopt urgency Ordinance No. 746, amending Ordinance No. 744, extending the temporary COVID-19 Outdoor Business Permit to allow businesses to operation in the City right-of-way and other privately-owned outdoor spaces.

Sample Motion: I move to:

Approve and adopt urgency Ordinance No. 746, as read by title only.

BACKGROUND

At its meeting on May 21, 2020, the City Council Ad Hoc COVID-19 Recovery Committee directed staff prepare regulations that would allow essential and lower-risk businesses to use the City right-of-way and other outdoor spaces on privately-owned property to open limited business operations in a manner consistent with state guidance and County of Santa Barbara ("County") directives on COVID-19. At its meeting on May 26, 2020, the City Council approved urgency Ordinance No. 744, which established the City COVID-19 Outdoor Business Permit program. The program was approved to run during the declared local and state emergency or until terminated by the City Council.

The City began undertaking COVID-19 pandemic response and recovery efforts in March 2020. A declaration of a local emergency is currently in effect, which echoes county, state and federal disaster/emergency declarations. Further, state and County of

Santa Barbara ("County") Health Officer Orders continue to impose local restrictions on the conduct of business activities. As a result, many local were forced to close during for a number of months over the past year and when open, business activities have been severely restricted. This has and continues to cause significant adverse financial impacts. Also, the adverse financial impacts on local businesses are expected to have negative impacts on the local economy beyond the end of the pandemic and declaration of emergency.

The City's COVID-19 Outdoor Business Permit program allows businesses to apply for and receive permits to operate certain business activities on a temporary basis within City street right-of-way and on private outdoor areas such as parking lots and drive aisles. The program began operating March of 2020 and 28 permits have been issued to date; 19 for private property locations and nine for street right-of-way locations. Permits have been issued for seven churches, 14 restaurants, bars/breweries/wineries, and seven personal service businesses, e.g., gyms, barbers/salons. Twelve permit holders responded to an informal City survey and all responded that the program has been successful and wish for it to be extended.

The Sheriff's Office has confirmed that there has not been any law enforcement calls for service or issues identified, including alcohol license compliance issues, arising in relation to the permitted activities. The City has received one complaint from a business owner neighboring a private alley and parking area that is used by two adjacent permittees for outdoor seating and food trucks. Concerns were expressed by the neighboring business owner about parking impacts, vehicular access obstruction, noise, and impacts on restroom facilities.

The purpose of this matter is to allow the City Council to consider extending the COVID-19 Outdoor Business Permit program via adoption of Ordinance No. 746, through the end of the calendar year.

DISCUSSION

Under the provisions of Ordinance 744, the COVID-19 Outdoor Business Permit program would sunset pursuant to the following provision:

Section 11. Effective Date and Termination. *This Urgency Ordinance shall become effective immediately and shall continue until the earlier of: (1) it is terminated by the City Council or (2) the conclusion of the local emergency or (3) thirty (30) days after the State of California enters Stage Four of the Resilience Roadmap.*

Governor Newsom has stated that, if certain parameters are met, all health protective measures in California established in response to the COVID-19 pandemic will end on June 15, 2021.

Based on (a) the expectation that economic recovery needs of local businesses will extend beyond the end of the pandemic related local and state emergency declarations,

(b) input from program permit holders, and (c) the standing recommendation of the Downtown Business Advisory Board to explore a permanent program allowing "parklet" style outdoor seating areas, staff is recommending the program be extended to the end of the calendar year. The additional time will allow businesses to continue to utilize outdoor areas pursuant to the program parameters and for staff to complete a report for Council consideration of permanent outdoor use programs, i.e., parklet programs.

Draft Ordinance No. 746 (Attachment A), if adopted by the City Council, would amend Section 11 of Ordinance No. 744, to read as follows:

Section 11. Effective Date and Termination. *This Urgency Ordinance shall become effective immediately and shall remain in effect until 11:59 pm on December 31, 2021 or it is terminated by the City Council.*

The draft Ordinance includes findings in support of the program extension and the basis for adoption as an urgency matter.

POLICY CONSISTENCY

The establishment of regulations necessary to address risks to public health and safety are an inherent part of the City's police powers as well as a fundamental part of the City's authority for operating during the current national, state and local disaster/emergency concerning the COVID-19 pandemic.

FINANCIAL CONSIDERATIONS

If approved, it is anticipated that the implementation of the subject temporary COVID-19 Outdoor Business Permit Program would be supported primarily by City staff with no additional cost. There will be no application fee associated with the temporary COVID-19 Outdoor Business Permit Program; however, businesses may invest in equipment and facilities to place within area subject to their permit.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

The City is authorized to adopt rules and regulations to protect public health and safety during a state of emergency, including but not limited to, Government Code Sections 8558 and 8630, et seq., Health and Safety Code Section 101080, and Chapter 2.40 of the Carpinteria Municipal Code.

This Ordinance is proposed to be adopted as an urgency ordinance pursuant to Government Code section 36937. An ordinance adopted under Government Code Section 36837 takes effect immediately when it is related to preservation of public peace, health, safety, or containing a declaration of facts constituting the urgency and is passed by a four-fifth (4/5th) vote of the City Council.

The COVID-19 pandemic and governmental efforts aimed to have people stay at home or engage in social distancing have severe impacts on local businesses necessitating a temporary COVID-19 Outdoor Business Permit Program protects customers, workers and members of the public engaged in economic activity within the City. It is in the City's interest to protect the public by facilitating social distancing, and to protect businesses that support the local economy and character of the City. Additional facts substantiating the urgency are contained in the recitals and ordinance findings.

The City Attorney's office assisted in the preparation of the draft Ordinance No. 746.

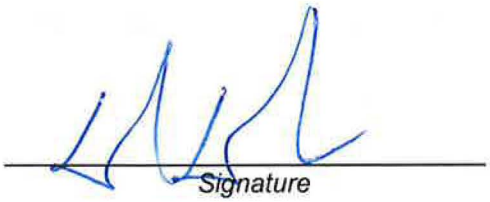
OPTIONS

A. Approve and adopt Resolution No. 746 (staff recommendation).
B. Approve with amendment(s) and adopt Resolution No. 746.
C. Decline to approve and direct staff as determined appropriate.

ATTACHMENTS

A. Draft Ordinance No. 746
B. Ordinance No. 744

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



ATTACHMENT A

ORDINANCE NO. 746

AN URGENCY ORDINANCE OF THE CITY OF CARPINTERIA AMENDING ORDINANCE NO. 744, ESTABLISHING THE TEMPORARY COVID-19 OUTDOOR BUSINESS PERMIT PROGRAM TO ALLOW BUSINESSES TO OPERATE IN THE CITY RIGHT-OF-WAY AND OTHER PRIVATELY-OWNED OUTDOOR SPACES TO ENCOURAGE SOCIAL DISTANCING AND ECONOMIC RECOVERY FROM THE COVID-19 PANDEMIC AND SETTING FORTH THE FACTS CONSTITUTING SUCH URGENCY

WHEREAS, Government Code Sections 8558 and 8630, *et seq.*, Health and Safety Code Section 101080, and Chapter 2.40 of the Carpinteria Municipal Code ("CMC"), empower the City of Carpinteria ("City") Director of Emergency Services to make and issue rules and regulations on matters reasonably related to the protection of life and property during proclaimed local emergencies; and

WHEREAS, on March 4, 2020, Governor Newsom declared a state of emergency to make additional resources available, to formalize emergency actions already underway, and to help the state prepare the effects of Novel Coronavirus (COVID-19); and

WHEREAS, on March 11, 2020, Governor Newsom and California Department of Public Health ("CDPH") officials recommended that non-essential gatherings should be postponed or cancelled across the state until the end of March, in order to implement social distancing guidelines intended to protect all individuals, particularly those who are at high risk of severe illness for COVID-19, and to slow further spread of COVID-19; and

WHEREAS, on March 12, 2020, the County of Santa Barbara ("County") Local Health Officer declared a local health emergency exists in the County due to an imminent and proximate threat to public health, within the meaning of Section 101080 of the Health and Safety Code, by the introduction of COVID-19 in the County, and directed local agencies in the County to implement Governor Newsom's social distancing guidelines; and

WHEREAS, on March 16, 2020, Governor Newsom declared in Executive Order N-28-20 that the economic impacts of COVID-19 have been significant and could threaten to undermine Californians' housing security and the stability of California businesses; and

WHEREAS, on March 17, 2020, the CDPH and County Public Health Department directed all bars, nightclubs, pubs, breweries and wineries to close immediately; and restaurants and other food facilities offering on-site dining should immediately transition to only offering delivery or take-out service as part of the public health effort to slow the spread of COVID-19; and

WHEREAS, on March 17, 2020, the City Director of Emergency Services issued a Proclamation of Local Emergency by the Director of Emergency Services for the COVID-19 Pandemic ("Proclamation"); and

WHEREAS, the City's Proclamation was found necessary and ratified by the City Council at its regular meetings on March 23, 2020 (via adoption of Resolution No. 5954) and re-ratified by the City Council on April 13, 2020 (via adoption of Resolution No. 5954), May 13, 2020 (via adoption of Resolution No. 5969), June 8, 2020 (via adoption of Resolution No. 5980), June 22, 2020 (via adoption of Resolution No. 5985), and July 13, 2020 (via adoption of Resolution No. 5989) in order to utilize all resources necessary to respond to COVID-19 and receive any State and Federal assistance and funds that may be available; and

WHEREAS, the Proclamation invokes in the City all powers and mechanisms set forth in the California Emergency Services Act (Government Code sections 8550, *et seq.*), CMC Chapter 2.40, and all other applicable federal and state laws, and City ordinances and resolutions, to be used by authorized City personnel; and

WHEREAS, on March 19, 2020, Governor Newsom issued Executive Order N-33-20 instructing all individuals living in the State of California to stay home or at their place of residence, except as needed to maintain continuity of operation of federal critical infrastructure sectors and additional sectors as the State Public Health Officer may designate as critical to protect health and well-being of all Californians ("essential businesses"); and

WHEREAS, many events across the County were and continue to be canceled or postponed due to the orders and recommendations at all levels of government to stop large gatherings amid concerns over the spread of COVID-19, and these cancellations and postponements cause a loss in revenue for the associated vendors, organizations and businesses, loss of income for the people who would have staffed the events, as well as lost revenue for surrounding local businesses that rely on such events to bring patrons to their businesses; and

WHEREAS, many businesses in the City are either not permitted to remain open or must severely restrict activities, causing significant adverse financial impacts. Also, state and county orders and guidance calling on residents to stay at home is resulting in a severe decline in consumer spending and tourism, which has had significant negative impacts on revenue for most small businesses in Carpinteria; and

WHEREAS, the Council found these conditions warrant and necessitate a temporary moratorium on the eviction of commercial tenants suffering from economic hardship due to of a local emergency to address the COVID-19 pandemic, the state of emergency, or governmental response and enacted Ordinances Nos. 741 and 743; and

WHEREAS, on May 4, 2020, Governor Newsom issued Executive Order N-60-20, which is incorporated herein by reference, to allow re-opening of lower-risk business

and spaces ("lower-risk businesses") in Stage Two of the State's Resilience Roadmap subject to certain limitations; and

WHEREAS, on May 8, 2020, the County Health Officer issued Santa Barbara County Health Officer Order ("County Health Officer Order") 2020-8.1, which further clarifies the lower-risk businesses eligible to be open for limited operations within the County; and

WHEREAS, the State's Resilience Roadmap provided for county variances where counties meeting certain health metrics published by the CDPH may submit a written attestation to the state that allows a qualifying county to progress further into Stage Two; and

WHEREAS, on May 18, 2020, Governor Newsom and the CDPH announced the modified health metrics required to submit a written attestation; and

WHEREAS, on May 18, 2020, the City Council enacted Resolution No. 5977 establishing City requirements for wearing face coverings at certain places and in certain circumstances as an additional health protection measure in response to the COVID-19 pandemic in order to protect the public health and safety of members of the public; and

WHEREAS, on May 19, 2020, the County Board of Supervisors approved the Reopening in Safe Environment – RISE guide ("RISE Guide") and submitted a written attestation to the CDPH to move further into Stage Two of the State's Resilience Roadmap; and

WHEREAS, on May 20, 2020, the CDPH approved the County's attestation; and

WHEREAS, on May 21, 2020, the County Health Officer issued County Health Officer Order 2020-8.2, which allows essential businesses and lower-risk business that may remain open with modified operations and social distancing to open or open more fully with self-certification; and

WHEREAS, although the State and County entered Stage 2 of the State's Resiliency Roadmap, which loosened some public health and safety restrictions and allows essential and lower-risk businesses to re-open with certain protections in place, these businesses remained severely restricted activities and corresponding significant adverse financial impacts; and

WHEREAS, the City Council recognized the immediate need to enact a temporary permit program ("COVID-19 Outdoor Business Permit Program") to allow business to operate in City street right-of-way and in other privately-owned outdoor spaces to encourage social distancing and economic activity during the COVID-19 pandemic; and

WHEREAS, cities around the State and County have temporarily closed their downtown streets to traffic and/or authorized essential and lower-risk business to utilize outdoor space to safely serve customers; and

WHEREAS, on May 26, 2020, the City Council adopted Ordinance No. 744, enacting a temporary COVID-19 Outdoor Business Permit to allow businesses to operate in the City right-of-way and other privately-owned outdoor spaces to encourage social distancing and economic activity during the COVID-19 pandemic; and

WHEREAS, on August 28, 2020, Governor Newsom announced a new "Blueprint for a Safer Economy" plan, which replaced the State's Resilience Roadmap and established new guidelines for business operations to encourage social distancing and economic activity during the COVID-19 pandemic; and

WHEREAS, the County Health Officer has issued numerous updates to County Health Officer Order 2020-8.2, consistent with state and federal guidance, with the current operative order being County Health Officer Order 2021-12.7, which may be further amended and incorporated into the City's COVID-19 Outdoor Business Permit Program; and

WHEREAS, the City Council recognizes that the COVID-19 Outdoor Business Permit Program, adopted via Ordinance No. 744, has assisted businesses to continue economic activity during the COVID-19 pandemic; and

WHEREAS, Ordinance No. 744 requires that the City Council consider termination of the COVID-19 Outdoor Business Permit Program within thirty days of entering Stage Four of the State's Resilience Roadmap; and

WHEREAS, although the County has not entered Stage Four of the State's Resilience Roadmap or the comparable tier (i.e., "yellow" tier) under the Blueprint for a Safer Economy plan, the City Council finds it necessary to amend Ordinance No. 744 to provide certainty to businesses about the length of the COVID-19 Outdoor Business Permit Program; and

WHEREAS, the continuation of the COVID-19 Outdoor Business Permit Program remains necessary to provide businesses with opportunities to encourage social distancing and economic recovery from the negative impacts resulting from COVID-19 pandemic; and

WHEREAS, the City Council recognizes that a COVID-19 Outdoor Business Permit Program must be flexible and responsive to changing conditions associated with the COVID-19 pandemic, the state of emergency, or governmental response, including modifications to public health and safety directives, social distancing guidance, and business operation conditions, in order to effectively achieve the dual public health and safety and economic goals of the City during the COVID-19 pandemic.

NOW, THEREFORE, THE CITY COUNCIL HEREBY RESOLVES AND ORDERS THAT:

Section 1. Incorporation of Recitals. All the recitals set forth above are true, correct, and valid, and are hereby incorporated and adopted as findings of the City Council as though fully set forth herein.

Section 2. Findings. The Council hereby finds, determines and declares that this Urgency Ordinance adoption pursuant to Government Code section 36937 is necessary because:

A. Commercial activity and businesses are essential to a vibrant and healthy community, and this COVID-19 Outdoor Business Permit Program provides flexibility to local businesses to re-open while protecting the health, safety and welfare of members of the public; and

B. Without the amendment and extension of Ordinance No. 744 through this Urgency Ordinance, there is an increased risk of a substantial impact to local businesses, causing further disruption by delaying local economic recovery, and imperiling the lives or property of inhabitants of the City; and

C. Carpinteria Municipal Code ("CMC") Chapter 12.08 and Downtown "T" Encroachment Permit Guidelines establish a permit program for local businesses within the Downtown "T" District to apply for and receive an encroachment permit to conduct certain business operations in the City's right-of-way that provide a framework for the portion of the COVID-19 Outdoor Business Permit Program applicable to the City right-of-way and other privately-owned property, but require certain modifications to streamline the approval and implementation of permits with all due speed during the COVID-19 pandemic.

D. CMC Chapter 14.64 establishes a temporary use permit to allow businesses to engage in temporary uses on privately-owned property that provides a framework for the COVID-19 Outdoor Business Permit Program applicable to privately-owned property, but requires certain modifications to streamline the approval and implementation of permits with all due speed during the COVID-19 pandemic.

E. The City Council recognizes that—to encourage the return of robust economic activity with social distancing measures in place during the local emergency due to the COVID-19 pandemic—the COVID-19 Outdoor Business Permit Program may continue to require that certain temporary exceptions to the requirements of CMC Chapter 12.02, the Downtown "T" Encroachment Permit Guidelines and CMC Chapter 14.64 may be necessary, as determined by the Director of Emergency Services through additional rules and regulations, as described in Section 6.

F. For the immediate preservation of the public peace, health, and safety, the Council finds that it is necessary to adopt this Urgency Ordinance amending Ordinance

No. 744, that established the COVID-19 Outdoor Business Permit Program, for all of the reasons set forth in the recitals above, which are incorporated herein by reference.

Section 3. Urgency Need. Based on the foregoing recitals and findings, all of which are deemed true and correct, this Urgency Ordinance is urgently needed for the immediate preservation of the public peace, health, and safety. This Urgency Ordinance shall take effect immediately upon adoption in accordance with the provisions set forth in Government Code section 36937.

Section 4. Amendment. This Urgency Ordinance hereby amends and supersedes Section 11 of Ordinance No. 744 to read as follows:

> **"Section 11. Effective Date and Termination.** This Urgency Ordinance shall become effective immediately and shall remain in effect until 11:59 pm on December 31, 2021 or it is terminated by the City Council."

Section 5. Scope. Except as expressly amendment and superseded by this Urgency Ordinance, all other sections, subsections, sentences, clauses, phrases or words of Ordinance No. 744 remain in full force and effect.

Section 6. Severability. If any section, subsection, sentence, clause, phrase or word of this Urgency Ordinance is for any reason held to be invalid and/or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Urgency Ordinance or Ordinance No. 744.

Section 7. Effective Date and Termination. This Urgency Ordinance shall become effective immediately.

Section 8. Environmental Determination. The City Council finds that the adoption and implementation of this Urgency Ordinance are exempt from the provisions of the California Environmental Quality Act ("CEQA") under CEQA Guideline section 15061(b)(3) in that the City Council finds there is no possibility that the implementation of this resolution may have significant effects on the environment. The Urgency Ordinance would amend Ordinance No. 744, that established a COVID-19 Outdoor Business Permit Program, similar to existing permit processes, which is solely an administrative process resulting in no change to the environment.

SECTION 9. Publication. The City Clerk is directed to cause this Urgency Ordinance to be published in the manner required by law.

PASSED, APPROVED AND ADOPTED on May 10, 2021, by the following vote:

AYES: COUNCILMEMBER(S):

NOES: COUNCILMEMBER(S):

ABSENT: COUNCILMEMBER(S):

ABSTAIN: COUNCILMEMBER(S):

_____
Mayor, City of Carpinteria

ATTEST:

_____
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 May 10, 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

ATTACHMENT B

ORDINANCE NO. 744

AN URGENCY ORDINANCE OF THE CITY OF CARPINTERIA ENACTING A TEMPORARY COVID-19 OUTDOOR BUSINESS PERMIT TO ALLOW BUSINESSES TO OPERATE IN THE CITY RIGHT-OF-WAY AND OTHER PRIVATELY-OWNED OUTDOOR SPACES TO ENCOURAGE SOCIAL DISTANCING AND ECONOMIC ACTIVITY DURING THE COVID-19 PANDEMIC AND SETTING FORTH THE FACTS CONSTITUTING SUCH URGENCY

WHEREAS, Government Code Sections 8558 and 8630, *et seq.*, Health and Safety Code Section 101080, and Chapter 2.40 of the Carpinteria Municipal Code ("CMC"), empower the City of Carpinteria ("City") Director of Emergency Services to make and issue rules and regulations on matters reasonably related to the protection of life and property during proclaimed local emergencies; and

WHEREAS, on March 4, 2020, Governor Newsom declared a state of emergency to make additional resources available, to formalize emergency actions already underway, and to help the state prepare the effects of Novel Coronavirus (COVID-19); and

WHEREAS, on March 11, 2020, Governor Newsom and California Department of Public Health ("CDPH") officials recommended that non-essential gatherings should be postponed or cancelled across the state until the end of March, in order to implement social distancing guidelines intended to protect all individuals, particularly those who are at high risk of severe illness for COVID-19, and to slow further spread of COVID-19; and

WHEREAS, on March 12, 2020, the County of Santa Barbara ("County") Local Health Officer declared a local health emergency exists in the County due to an imminent and proximate threat to public health, within the meaning of Section 101080 of the Health and Safety Code, by the introduction of COVID-19 in the County, and directed local agencies in the County to implement Governor Newsom's social distancing guidelines; and

WHEREAS, on March 16, 2020, Governor Newsom declared in Executive Order N-28-20 that the economic impacts of COVID-19 have been significant and could threaten to undermine Californians' housing security and the stability of California businesses; and

WHEREAS, on March 17, 2020, the CDPH and County Public Health Department directed all bars, nightclubs, pubs, breweries and wineries to close immediately; and restaurants and other food facilities offering on-site dining should immediately transition to only offering delivery or take-out service as part of the public health effort to slow the spread of COVID-19; and

WHEREAS, on March 17, 2020, the City Director of Emergency Services issued a Proclamation of Local Emergency by the Director of Emergency Services for the COVID-19 Pandemic ("Proclamation"); and

WHEREAS, the City's Proclamation was found necessary and ratified by the City Council at its regular meetings on March 23, 2020 (via adoption of Resolution No. 5954) and re-ratified by the City Council on April 13, 2020 (via adoption of Resolution No. 5954) and May 13, 2020 (via adoption of Resolution No. 5969) in order to utilize all resources necessary to respond to COVID-19 and receive any State and Federal assistance and funds that may be available; and

WHEREAS, the Proclamation invokes in the City all powers and mechanisms set forth in the California Emergency Services Act (Government Code sections 8550, *et seq.*), CMC Chapter 2.40, and all other applicable federal and state laws, and City ordinances and resolutions, to be used by authorized City personnel; and

WHEREAS, on March 19, 2020, Governor Newsom issued Executive Order N-33-20 instructing all individuals living in the State of California to stay home or at their place of residence, except as needed to maintain continuity of operation of federal critical infrastructure sectors and additional sectors as the State Public Health Officer may designate as critical to protect health and well-being of all Californians ("essential businesses"); and

WHEREAS, many events across the County are being canceled or postponed due to the orders and recommendations at all levels of government to stop large gatherings amid concerns over the spread of COVID-19, and these cancellations and postponements cause a loss in revenue for the associated vendors, organizations and businesses, loss of income for the people who would have staffed the events, as well as lost revenue for surrounding local businesses that rely on such events to bring patrons to their businesses; and

WHEREAS, many businesses in the City are either not permitted to remain open or must severely restrict activities, causing significant adverse financial impacts. Also, state and county orders and guidance calling on residents to stay at home is resulting in a severe decline in consumer spending and tourism, which has had significant negative impacts on revenue for most small businesses in Carpinteria; and

WHEREAS, on April 13, 2020, the Council found these conditions warrant and necessitate a temporary moratorium on the eviction of commercial tenants suffering from economic hardship due to of a local emergency to address the COVID-19 pandemic, the state of emergency, or governmental response and enacted Ordinance No. 741; and

WHEREAS, on May 4, 2020, Governor Newsom issued Executive Order N-60-20, which is incorporated herein by reference, to allow re-opening of lower-risk business

and spaces ("lower-risk businesses") in Stage Two of the State's Resilience Roadmap subject to certain limitations; and

WHEREAS, on May 8, 2020, the County Health Officer issued Santa Barbara County Health Officer Order ("County Health Officer Order") 2020-8.1, which further clarifies the lower-risk businesses eligible to be open for limited operations within the County; and

WHEREAS, the State's Resilience Roadmap provides for county variances where counties meeting certain health metrics published by the CDPH may submit a written attestation to the state that allows a qualifying county to progress further into Stage Two; and

WHEREAS, on May 18, 2020, Governor Newsom and the CDPH announced modified health metrics to submit a written attestation; and

WHEREAS, on May 18, 2020, the City Council enacted Resolution No. 5977 establishing City requirements for wearing face coverings at certain places and in certain circumstances as an additional health protection measure in response to the COVID-19 pandemic in order to protect the public health and safety of members of the public; and

WHEREAS, on May 19, 2020, the County Board of Supervisors approved the Reopening in Safe Environment – RISE guide ("RISE Guide") and submitted a written attestation to the CDPH to move further into Stage Two of the State's Resilience Roadmap; and

WHEREAS, on May 20, 2020, the CDPH approved the County's attestation; and

WHEREAS, on May 21, 2020, the County Health Officer issued County Health Officer Order 2020-8.2, which allows essential businesses and lower-risk business that may remain open with modified operations and social distancing to open or open more fully with self-certification; and

WHEREAS, although the State and County have entered Stage 2 of the State's Resiliency Roadmap, which loosens some public health and safety restrictions and allows essential and lower-risk businesses to re-open with certain protections in place, these businesses are expected to still have severely restricted activities and corresponding significant adverse financial impacts; and

WHEREAS, the City Council recognizes the immediate need to enact a temporary permit program ("COVID-19 Outdoor Business Permit Program") to allow business to operate in City right-of-ways and in other privately-owned outdoor spaces to encourage social distancing and economic activity during the COVID-19 pandemic; and

WHEREAS, cities around the State and County are either considering or already have temporarily closed their downtown streets to traffic and authorized essential and lower-risk business to utilize outdoor space to safely serve customers;

WHEREAS, the City Council recognizes that a COVID-19 Outdoor Business Permit Program must be flexible and responsive to changing conditions associated with the COVID-19 pandemic, the state of emergency, or governmental response, including modifications to public health and safety directives, social distancing guidance, and business operation conditions, in order to effectively achieve the dual public health and safety and economic goals of the City during the COVID-19 pandemic.

NOW, THEREFORE, THE CITY COUNCIL HEREBY RESOLVES AND ORDERS THAT:

Section 1. Incorporation of Recitals. All the recitals set forth above are true, correct, and valid, and are hereby incorporated and adopted as findings of the City Council as though fully set forth herein.

Section 2. Findings. The Council hereby finds, determines and declares that this Urgency Ordinance adoption pursuant to Government Code section 36937 is necessary because:

A. Commercial activity and businesses are essential to a vibrant and healthy community, and this COVID-19 Outdoor Business Permit Program provides flexibility to local businesses to re-open while protecting the health, safety and welfare of members of the public; and

B. Without the imposition of this Urgency Ordinance, there is an increased risk of a substantial impact to local businesses, causing further disruption by delaying local economic recovery, and imperiling the lives or property of inhabitants of the City; and

C. Carpinteria Municipal Code ("CMC") Chapter 12.08 and Downtown "T" Encroachment Permit Guidelines establish a permit program for local businesses within the Downtown "T" District to apply for and receive an encroachment permit to conduct certain business operations in the City's right-of-way that provide a framework for the portion of the COVID-19 Outdoor Business Permit Program applicable to the City right-of-way and other privately-owned property, but require certain modifications to streamline the approval and implementation of permits with all due speed during the COVID-19 pandemic.

D. CMC Chapter 14.64 establishes a temporary use permit to allow businesses to engage in temporary uses on privately-owned property that provides a framework for the COVID-19 Outdoor Business Permit Program applicable to privately-owned property, but requires certain modifications to streamline the approval and implementation of permits with all due speed during the COVID-19 pandemic.

E. The City Council recognizes that—to encourage the return of robust economic activity with social distancing measures in place during the local emergency due to the COVID-19 pandemic—the COVID-19 Outdoor Business Permit Program may require that certain temporary exceptions to the requirements of CMC Chapter 12.02, the Downtown "T" Encroachment Permit Guidelines and CMC Chapter 14.64 may be necessary, as determined by the Director of Emergency Services through additional rules and regulations, as described in Section 6.

F. For the immediate preservation of the public peace, health, and safety, the Council finds that it is necessary to adopt an Urgency Ordinance authorizing implementation of the COVID-19 Outdoor Business Permit Program, for all of the reasons set forth in the recitals above, which are incorporated herein by reference.

Section 3. Urgency Need. Based on the foregoing recitals and findings, all of which are deemed true and correct, this Urgency Ordinance is urgently needed for the immediate preservation of the public peace, health, and safety. This Urgency Ordinance shall take effect immediately upon adoption in accordance with the provisions set forth in Government Code section 36937.

Section 4. Definitions.

A. "Director of Emergency Services" has the same meaning as specified in CMC Chapter 2.40 and includes his/her designee(s).

B. "Essential business" is defined as any business or organization allowed to operate by the County Health Officer Order 2020-8.2, as may be amended. The list of essential businesses set forth in Attachments A and B to County Health Officer Order 2020-8.2 is incorporated by reference and attached hereto as Exhibit A, which may be amended as specified in Section 6.

C. "Lower-risk business" is defined as any business or organization allowed to operate County Health Officer Order 2020-8.2, as may be amended. The list of lower-risk businesses set forth in Attachment B to County Health Officer Order 2020-8.2 is incorporated by reference and attached hereto as Exhibit A, which may be amended as specified in Section 5.

D. "Social distancing measures" means social distancing measures included in guidelines published by the CDPH and as defined in County Health Officer Order 2020-8.2, as either may be amended, which include, but are not limited to, maintaining at least a six (6) foot distance from all persons who are not part of the same household or living unit and not gathering in groups.

Section 5. Temporary COVID-19 Outdoor Business Permit

A. Use of City Owned-Property. The City Council directs the Director of Emergency Services to establish a COVID-19 Outdoor Business Permit Program and process COVID-19 Outdoor Business Permit applications for locations within the City right-of-way consistent with the requirements of CMC Chapter 12.08 and Downtown "T" Encroachment Permit Guidelines that are not in conflict with this Urgency Ordinance. The Director of Emergency Services shall process COVID-19 Outdoor Business Permit applications on the City's Encroachment Permit form or other application form developed pursuant to Section 6.

B. Use of Privately Owned-Property. The City Council directs the Director of Emergency Services to establish a COVID-19 Outdoor Business Permit Program and to process COVID-19 Outdoor Business Permit applications for locations on privately-owned property consistent with the requirements of CMC Chapter 14.64 and the applicable provisions of CMC Chapter 12.08 (such as CMC 12.08.130(A)) and the Downtown "T" Encroachment Permit Guidelines that are not in conflict with this Urgency Ordinance. The Director of Emergency Services shall process COVID-19 Outdoor Business Permit applications on the City's temporary use application form or other application form developed pursuant to Section 6. COVID-19 Outdoor Business Permit applications on privately-owned property shall include a writing signed by the property-owner authorizing the essential or lower-risk business to pursue said application.

C. General Requirements. The COVID-19 Outdoor Business Permit Program shall include, but not be limited to, the following requirements:

1) Only essential and lower-risk businesses authorized to be open under the County Health Officer Order 2020-8.2, as may be amended, and as listed Attachments A, which may be amended as specified in Section 8, may receive a COVID-19 Outdoor Business Permit.

2) All essential and lower-risk businesses must follow social distancing measures, including the completion of RISE Guide self-certifications.

3) All applications shall include copies of the essential or lower-risk businesses RISE Guide self-certification and Social Distancing Protocol as specified in Attachment E to the County Health Officer Order 2020-8.2, as either may be amended.

4) Members of the public and workers shall wear face coverings consistent City Resolution No. 5977 and County Health Officer Order 2020-10 (except while eating), as either may be amended.

5) Access required under the Americans with Disabilities Act shall be maintained at all times.

6) Fire hydrants must remain unobstructed.

7) All businesses must comply with all City noise regulations.

8) Businesses that produce waste, such as food service establishments, must provide conveniently located outdoor waste and recycling receptacles for customers, and the receptacles must be emptied, serviced, and maintained in a manner that does not permit overflow of the receptacle or litter.

9) Smoking is prohibited in the all areas covered by a COVID-19 Outdoor Businesses Permit.

10) Live music and amplified sound must be permitted through an Entertainment License as described in CMC Chapter 5.40.

11) In the event that the Department of Alcohol and Beverage Control ("ABC") permits a license holder to expand on-site consumption to the portion of privately-owned property covered by a COVID-19 Outdoor Business Permit, the permittee shall comply with all ABC requirements. Alcohol consumption in the area covered by the COVID-19 Business Permit and by the ABC license shall be permissible pursuant to CMC Section 9.08.040(A)(1).

12) At the sole discretion of the Director of Emergency Services, the City may temporarily waive enforcement of commercial property owners' conditions of approval (such as parking requirements) that would otherwise conflict with implementation of this Urgency Ordinance.

13) The City shall not charge a fee to process a COVID-19 Outdoor Business Permit.

D. Revocability. Notwithstanding CMC Chapters 12.08, 14.64 or the Downtown "T" Guidelines, a temporary COVID-19 Outdoor Business Permit is revocable at any time by the Director of Emergency Services in accordance with Section 11; if a permit is revoked, the permittee, at its own expense, shall remove all facilities and equipment, and shall restore the public right-of-way and/or privately-owned property to its condition prior to installation.

Section 6. Rules and Regulations.

A. Given the changing circumstances surrounding implementation of the Governor's Executive Orders and State's Resilience Roadmap, California Department to Public Health guidance, County Health Officer Orders, and local businesses' needs, the City Council authorizes the Director of Emergency Services to promulgate administrative rules and regulations, including but not limited to: application forms, signage requirements and inspection procedures, to effectuate the purpose of this Urgency Ordinance consistent with state and County directives. The Director of

Emergency Services may promulgate rules and regulations that allow for temporary modifications of the requirements in CMC Chapter 12.08, the Downtown "T" Encroachment Guidelines, and CMC Chapter 14.64 to promote social distancing measures and to encourage economic activities consistent with the purpose of this Urgency Ordinance.

B. The City Council directs the Director of Emergency Services to coordinate with the County Sheriff's Office and Carpinteria-Summerland Fire Protection District in the development of Rules and Regulations and for the implementation of this Urgency Ordinance.

Section 7. Appeal. In the event the Director of Emergency Services denies a temporary COVID-19 Outdoor Business Permit, or the applicant for the COVID-19 Outdoor Business Permit disagrees with the rules and regulations prescribed by the Director of Emergency Services, the applicant may appeal to the City Council within ten (10) days after Director of Emergency Services action by filing a written notice with the City Clerk.

Section 8. Amendments to List of Essential and Lower Risk Businesses. Given the changing definition of essential and lower-risk businesses under state guidance and County Health Officer Orders, the City Council authorizes the Director of Emergency Services to update and amend Exhibit A consistent with amendments to the County Health Officer Order 2020-8.2 or related County Health Officer Orders.

Section 9. Enforcement and Violations. Violations of this Urgency Ordinance constitute a threat to public health, safety, and welfare, and may result in (1) an immediate revocation of a business' COVID-19 Outdoor Business Permit, (2) an immediate business license suspension and mandatory closure for the duration of the Urgency Ordinance, and/or (3) citation for misdemeanor offense as set forth in Chapter 1.08 of the Carpinteria Municipal Code.

Section 10. Severability. If any section, subsection, sentence, clause, phrase or word of this Urgency Ordinance is for any reason held to be invalid and/or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Urgency Ordinance.

Section 11. Effective Date and Termination. This Urgency Ordinance shall become effective immediately and shall continue until the earlier of: (1) it is terminated by the City Council or (2) the conclusion of the local emergency or (3) thirty (30) days after the State of California enters Stage Four of the Resilience Roadmap.

Section 12. Scope. This Urgency Ordinance does not expand the definitions of essential or lower-risk business under County Health Officer Order 2020-8.2, as may be amended. All essential and lower-risk businesses and persons also shall comply with all social distancing measures and directives.

Section 13. Environmental Determination. The City Council finds that the adoption and implementation of this resolution are exempt from the provisions of the California Environmental Quality Act ("CEQA") under CEQA Guideline section 15061(b)(3) in that the City Council finds there is no possibility that the implementation of this resolution may have significant effects on the environment. The Urgency Ordinance would apply a COVID-19 Outdoor Business Permit process, similar to existing permit processes, which is solely an administrative process resulting in no change to the environment.

SECTION 14. Publication. The City Clerk is directed to cause this Urgency Ordinance to be published in the manner required by law.

PASSED, APPROVED AND ADOPTED on May 26, 2020, by the following vote:

AYES:	COUNCILMEMBER(S):	CARTY, LEE, SHAW, CLARK, NOMURA
NOES:	COUNCILMEMBER(S):	NONE
ABSENT:	COUNCILMEMBER(S):	NONE
ABSTAIN:	COUNCILMEMBER(S):	NONE

Mayor, City of Carpinteria

ATTEST:

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 May 26, 2020.

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
LIST OF ESSENTIAL AND LOWER-RISK BUSINESSES

Action Center

Welcome to the Action Center, where you can find a list of current legislative proposals that need your advocacy!

The League of California Cities is its strongest when joined by the voices of members and coalition partners. Cal Cities' legislative and regional public affairs teams are here to work hand-in-hand with members to protect local control and stand up for city interests.

Should you have any questions or would like to recieve a copy of the Action Alert, please contact your Regional Public Affairs Manager.

We appreciate your support!

*** **NOTE** ***

The Legislature has a recently changed letter submission process that requires **ALL LETTERS TO BE UPLOADED INTO A NEW ELECTRONIC PORTAL.** The portal will automatically send letters to the author's office and the committee(s) of jurisdiction.

1. Please visit https://calegislation.lc.ca.gov/advocates/ to create an account and upload this letter. If you are having difficulty accessing the portal, please contact Meg Desmond at mdesmond@cacities.org.
2. In addition to submitting the letter through the portal, please send a physical copy to your Legislator(s), and and email a copy to cityletters@cacities.org, as well as your Regional Public Affairs Manager.

SB 9 (Atkins). Housing and development: approvals. This bill would require a local government to ministerially approve a housing development containing two residential units in single-family residential zones. Additionally, this measure would require local governments to ministerially approve urban lot splits.
SB 9 Sample City Letter

AB 339 (Lee) Local Government Public Meeting Requirements
This bill would purposefully add significant unfunded mandates on local public agencies by requiring them to provide both call-in and internet-based options, in addition to in-person options, for members of the public to attend and comment during any public meeting.
AB 339 City Opposition Letter

SB 210 (Wiener) License Plate Recognition Data Retention
This bill seeks to strictly limit local agencies access to license plate recognition data and threatens public safety by destroying valuable evidence that has historically helped to find abducted children and apprehend murder suspects, kidnappers, and sex criminals.
SB 210 Sample City Opposition Letter

SB 278 (Leyva) PERS Disallowable Compensation. This bill will require public agencies to directly pay retirees and/or their beneficiaries, disallowed retirement benefits using general fund dollars.
SB 278 Sample City Opposition Letter

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New Privacy Policy

Upcoming bills impacting cities set for legislative hearings, April 29-May 5

The deadline for the Legislature's policy committees to send fiscal bills to the appropriations committees is this Friday, April 30. Several bills are scheduled to be heard in the Senate and Assembly in the next couple of days, including many key bills that would impact cities.

All legislative policy committee hearings are televised. Audio and video links can be found on the Senate and Assembly websites where they publish weekly television schedules online.

Below is a list of upcoming bills in committee that impact cities.

April 29

Senate Environmental Quality, 9 a.m., State Capitol, Room 4203

- **HOT SB 619 (Laird)** Organic waste: reduction regulations. *Cal Cities position: Support in Concept.*

Assembly Insurance, 10:30 a.m., State Capitol, Assembly Chamber

- **AB 1465 (Reyes)** Workers' compensation: medical provider networks study. *Cal Cities position: Oppose.*

Senate Housing, 10:30 a.m., State Capitol, Senate Chamber

- **SB 780 (Cortese)** Local finance: public investment authorities. *Cal Cities position: Support.*

Assembly Housing and Community Development, 2 p.m., State Capitol, Room 4202

- **AB 602 (Grayson)** Development fees: impact fee nexus study. *Cal Cities position: Oppose Unless Amended.*
- **HOT AB 1401 (Friedman)** Residential and commercial development: parking requirements. *Cal Cities position: Oppose.*

May 3

Senate Appropriations, 9 a.m., State Capitol, Room 4203

- **HOT SB 4 (Gonzalez)** Communications: California Advanced Services Fund. *Cal Cities position: Support.*
- **SB 16 (Skinner)** Peace officers: release of records. *Cal Cities position: Oppose.*
- **SB 270 (Durazo)** Public employment: labor relations: employee information. *Cal Cities position: Oppose.*

- **SB 341 (McGuire)** Telecommunications service: outages. *Cal Cities position: Support.*
- **SB 576 (Archuleta)** Gambling: local moratorium. *Cal Cities position: Oppose.*
- **SB 640 (Becker)** Transportation financing: jointly proposed projects. *Cal Cities position: Support.*

May 5

Assembly Local Government, 1:30 p.m., State Capitol, Room 4202

- **AB 970 (McCarty)** Planning and zoning: electric vehicle charging stations: permit application: approval. *Cal Cities position: Oppose.*

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