

City of Carpinteria
City Council Regular Meeting Agenda
Monday, March 11, 2024
Council Chamber, 5775 Carpinteria Avenue, Carpinteria, CA 93013

5:30 p.m. Regular Meeting
In-Person and Virtual Participation Options

Attendance/Viewing Options:

- Attend the in-person meeting in City Council Chambers at City Hall (5775 Carpinteria Ave.).
- View the meeting live through the City's website (<https://carpinteriaca.gov/city-hall/agendas-meetings/>).
- View the meeting on Government Access Television Channel 21 (broadcast live and rebroadcast on the Wednesday and the Saturday following the meeting at 8:00 p.m. and 5:00 p.m., respectively).
- Call 669-900-9128 (and enter Webinar ID 889 0390 2262) to listen to the meeting.
- Join the City's Zoom webinar by [CLICKING HERE](#). Alternatively, you can join the Zoom webinar by logging on to www.zoom.us, downloading the application, selecting "Join Meeting", and entering Webinar ID 889 0390 2262.
- Spanish interpretation will be available at the in-person meeting and through the City's Zoom webinar.

Public Comments

- Provide a live public comment in City Council Chambers at City Hall (5775 Carpinteria Ave.).
- Provide a live comment through the City's Zoom webinar platform (through the link provided above). 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. At the end of your comment, staff will once again mute your microphone.
- Submit a written comment (as either a general public comment or on a specific agenda item) to be distributed to Council Members by **12:00 P.M. on the day of the meeting** by either submitting your comment via (1) email to PublicComment@carpinteriaca.gov, or (2) the **eComment** link on the City's agenda website available at <https://carpinteriaca.gov/city-hall/agendas-meetings/>.

Please reference the agenda item to which your comment pertains. Although written comments become part of the record, they will not be read aloud at the meeting.

Please note that the City will make every effort to make the meeting accessible virtually; however, if one of the above virtual attendance/viewing or public comment options is unavailable due to technological issues, you are invited to take advantage of one of the other participation options outlined above (including attending and providing public comment in-person in the City Council Chambers). Additional options may be made available at the meeting.

Levine Act Warning

Applicants and their agents before the City Council are subject to the campaign disclosure provisions detailed in Government Code Section 84308. No City Council Member may accept, solicit, or direct a contribution of more than \$250 from any party or agent for 12 months following the date a final decision is rendered by the City. This prohibition commences when an application has been filed, or the proceeding is otherwise initiated. A party to a City proceeding—which includes both applicants and agents—shall disclose on the record of the proceeding any contribution of more than \$250 made to any Council Member by the applicant or agent, during the preceding 12 months. No party to a City proceeding, or agent, shall make a contribution to a Council Member during the proceeding and for 12 months following the date a final decision is rendered by the City. Prior to rendering a decision on a City proceeding, any Council Member who received contribution of more than \$250 within the preceding 12 months from any party, or agent, to a proceeding shall disclose that fact on the record of the proceeding, and shall be disqualified from participating in the proceeding. However, if any Council Member receives a contribution that otherwise would require disqualification, and returns the contribution within 30 days of knowing about the contribution and the relevant proceeding, the Council Member shall be permitted to participate in the proceeding. If you believe that these provisions apply to you or a Council Member, please inform the City Clerk at the earliest possible opportunity. Failure to do so may affect the City's ability to process your application.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

COUNCILMEMBER(S) REQUEST FOR REMOTE PARTICIPATION UNDER AB 2449:

The City Council may consider Councilmember(s) request to participate in the meeting remotely under the regulations of AB 2449 by making the necessary findings and voting on whether the Councilmember(s) may participate remotely.

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.

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS:

1. Proclamation Designating the Month of April 2024 as “Carpinteria Beautiful Month”.
(Requires approval prior to presentation of proclamation.)

TEMPORARY ADJOURNMENT FOR THE PURPOSE OF HOLDING THE MONTHLY MEETING OF THE CARPINTERIA LIBRARY BOARD OF TRUSTEES

RECONVENE THE REGULAR MEETING OF THE CITY COUNCIL

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 or as otherwise specified below.

- a. Senior Services Programming
- b. City Employee Updates
- c. Updates on Capital Improvement Projects
- d. Updates on Development Applications
- e. Other City/Community Updates

PLANNING COMMISSION ACTIONS:

The City Council may vote to appeal a decision of the Planning Commission to itself by majority vote (CMC 14.78.040(2)).

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

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 Mayor may establish reasonable regulations for public comment based on the time available and/or the number of persons waiting to speak. Typically, the Council's practice has been to limit each speaker to three

minutes. The audio-visual system in the Council Chamber is not available for speaker use during the general Public Comment period.

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.

CONSENT CALENDAR: 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 please do so during the public comment period provided at the beginning of this item.

2. Approve the minutes of the regular meeting held February 26, 2024.
3. Receive and file the Expenditures for the period beginning February 19, 2024 and ending March 1, 2024.
4. Adopt Resolution No. 6293, authorizing the filing of the Transportation Development Act Claim for Fiscal Year 2024/25.
5. Adopt Resolution No. 6294, designating the City Manager, Administrative Services Director and Public Works Director as Agents for the City of Carpinteria within the California Office of Emergency Services.

ADMINISTRATIVE MATTERS:

6. Community Development Block Grant ("CDBG") Committee recommendations concerning the 2024-2025 Public Services Grant Applications and allocation of program funds.

Recommendation: Allocate the CDBG Public Services Grant Funding pursuant to the recommendations of the City's CDBG Committee to equally share the funds between Peoples' Self-Help Housing's Carpinteria Camino Scholars program and Girls Inc. of Carpinteria's Out-of-School Support programming. *(This motion requires a roll call vote.)*

Staff Presenter: Marysol Smith, Associate Planner

- a. Staff Report
 - b. Public Comment
 - c. City Council Determination
7. The City's 2023 Housing Element Annual Progress Report to the California Department of Housing and Community Development ("HCD") on the status of implementation of Housing Element goals, policies, and objectives.

Recommendation: Receive the 2023 Housing Element Annual Progress Report and direct that it be submitted to HCD.

Staff Presenter: Syndi Souter, Senior Planner

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

PUBLIC HEARING:

8. Review of proposed Ordinance No. 778 amending Chapter 8.52 (SMOKING REGULATIONS) of the Carpinteria Municipal Code to regulate smoking in multi-unit housing developments and update requirements for tobacco retail signage in accordance with State law.

Recommendation: Review proposed Ordinance No. 778, receive public comments on the draft Ordinance, and provide input and direction to City staff for further processing.

Staff Presenter: Mindy Fogg, Principal Planner

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

9. Adopt Resolution No. 6292, Approving the Measure A Five-Year Local Program of Projects for Fiscal Years 2024-25 through 2028-29.

Recommendation: (1) Adopt Resolution No. 6292, approving the Measure A Five-Year Local Program of Projects for Fiscal Years 2024-25 through 2028-29 and (2) Authorize the Public Works Director to submit the Measure A Five-Year Local Program of Projects to the Santa Barbara County Association of Governments.

Staff Presenter: John L. Ilasin, Public Works Director

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

CONSIDERATION OF ANY ITEMS REMOVED FROM CONSENT CALENDAR AND/OR OTHER AGENDA ITEMS REQUESTED TO BE ADVANCED

MATTERS CONTINUED FROM PREVIOUS MEETINGS: NONE

OTHER BUSINESS:

10. Additional appropriations through the Community Service Support Grant program (CSSG) for the current fiscal year (FY) 2023-24, and recommendations for updates to the CSSG selection process and allocations for future years.

Recommendation: (1) Direct staff to advertise and receive applications for potential allocation of remaining FY 23/24 CSSG funds, and direct that funding be limited to new organizations and/or community events that support City Council priorities or address emergent needs; (2) Review and consider funding the Chalk Up Carpinteria request of \$8,000; (3) Review and consider funding the Alcazar Theater requests (2) of \$9,750; (4) Direct staff to establish four grant categories for future CSSG funding beginning FY 24/25, including: COMMUNITY COLLABORATION, SOCIAL SERVICES, COMMUNITY EVENTS, and CITY COUNCIL INITIATIVES/EMERGENT NEEDS; and (5) Direct staff to establish separate grant application requirements for grant amounts equal to or less than \$10,000. *(This motion requires a roll call vote.)*

Staff Presenter: Olivia Uribe Mutal, Program 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. Appointees to Other Government Agencies
 - a. Beach Erosion Authority for Clean Oceans and Nourishment (BEACON) (Solórzano/Alt. Clark)
 - b. California Joint Powers Insurance Authority (CJPIA) (Clark/Alt. Alarcon)
 - c. Santa Barbara County Association of Governments (SBCAG)(Clark/Alt. Nomura)

- d. Santa Barbara County Air Pollution Control District (APCD)(Clark/Alt. Nomura)
- e. Central Coast Community Energy (3CE) (Nomura/Alt. Goleta)
- f. Santa Barbara Mosquito and Vector Management District (Joe Franken)
- g. Santa Barbara Metropolitan Transit District (Solórzano)

2. Regional Committees

- a. Channel Counties Division, League of California Cities (Nomura/Alt. Alarcon)
- b. Santa Barbara Joint Affordable Housing Task Group (Alarcon & Solórzano)
- c. Santa Barbara County Elected Leaders Forum to Address Homelessness (Clark/Alt. Alarcon)
- d. South Coast Youth Safety Partnership (Solórzano/Alt. Lee)
- e. Multijurisdictional Solid Waste Task Group (Lee/Alt. Alarcon)

3. Joint and Standing Committees

- a. City Council/Economic Vitality Committee (Alarcon & Lee)
- b. City Council/Public Safety Committee (Clark & Nomura)
- c. City Council/School Board Committee (Lee and Alarcon)
- d. City Council/Utilities Committee (Lee & Nomura)
- e. City Council/First District Supervisor Committee (Lee & Solórzano)
- f. City Council Finance/Budget Committee (Alarcon & 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) (PC: To Be Selected by Planning Commission) (ARB: Stein & O'Connor)
- i. General Plan and Coastal Plan Update Committee (Joint Committee membership from City Council and Planning Commission) (Lee & Clark) (PC: Benefield and Salant)
- j. Public Facility Site Acquisition/Development Committee (Clark & Nomura)
- k. City Council Boards, Commissions and Committees Interview Committee (Clark & Nomura/ Alt. Lee)
- l. Sustainability Committee (Nomura & Solórzano)

4. Ad Hoc Committees

- a. Senior Services Planning Committee (Lee & Solórzano)
- b. Civic/Youth Engagement Committee (Lee & Nomura)
- c. City Council Housing Element Committee (Clark & Nomura)
- d. Harbor Seal Advisory Committee (Solórzano & Alarcon)
- e. Appointment Process Committee (Alarcon & Clark)

5. Appointed Representatives to Area Boards & Committees

- a. Community Media Access Center (Gary Dobbins)
- b. County Library Advisory Committee (Gail Marshall)

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

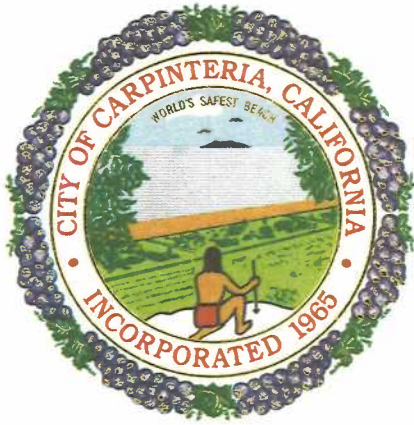
ADJOURNMENT

The next regular City Council meeting will be held March 25, 2024 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 (805) 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, located at 5775 Carpinteria Avenue, Carpinteria, CA 93013 or by going to the City's website at <https://carpinteriaca.gov/city-hall/agendas-meetings/>.

This agenda was posted on Wednesday, March 6, 2024, in the City Clerk's Office, on the City Hall Public Notices Board, and on the Internet.



PROCLAMATION

A PROCLAMATION OF THE CARPINTERIA CITY COUNCIL DESIGNATING THE MONTH OF APRIL 2024, AS "CARPINTERIA BEAUTIFUL MONTH"

WHEREAS, the month of April is recognized nationwide as Keep America Beautiful Month; and

WHEREAS, since 1992, the month of April has additionally been proclaimed as Carpinteria Beautiful Month and celebrated by the downtown display of the Carpinteria Beautiful banners; and

WHEREAS, on Friday, April 26th cities across America will observe National Arbor Day, and Carpinteria will participate by renewing our commitment to maintaining a vigorous and beneficial urban forest; and

WHEREAS, on Monday, April 22nd, the 54th anniversary of Earth Day, with this year's theme "Planet vs Plastics", will be celebrated through a renewal of our dedication to preserving a healthy environment; and

WHEREAS, on Saturday, March 23rd, in preparation for April's celebration, Carpinteria Beautiful and the City of Carpinteria will co-sponsor a Community Clean-up Day from 9 a.m. to noon at Parking Lot No. 3 adjacent to the railroad tracks; and

WHEREAS, throughout the month of April, Carpinteria Beautiful volunteers will continue their year-round efforts to remove graffiti and fill the doggie bag dispensers, and the Adopt-a-Spotters and Trash Mob will redouble their already considerable efforts to keep Carpinteria litter-free.

NOW, THEREFORE, the City Council of the City of Carpinteria hereby designates April 2024, as "**CARPINTERIA BEAUTIFUL MONTH**" and urges all residents to share in the observance of this month by making a personal commitment to enhance the beauty of their own properties and neighborhoods for the benefit and enjoyment of all.

IN WITNESS WHEREOF, the Mayor hereunto set their hand and caused the official seal of the City of Carpinteria, California to be affixed this 11th day of March, 2024.

Al Clark, Mayor
City of Carpinteria

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk, City of Carpinteria



CARPINTERIA LIBRARY BOARD OF TRUSTEES
5775 Carpinteria Avenue
Carpinteria, CA 93013

REGULAR MEETING AGENDA
MONDAY, MARCH 11, 2024
5:30 P.M.

1. Call to order and roll call.
2. Confirmation of legal noticing and procedural requirements of meeting.
3. Public Comment – This is the time for public comments on matters not otherwise on the agenda but within the subject matter of the Carpinteria Library Board of Trustees.
4. Approval of minutes of the regular meeting held February 12, 2024.
5. March 2024 Community Library Report.

Recommendation: Receive and file the report.
6. New Business & Discussion.
7. Adjournment.

The Carpinteria Library Board of Trustees agenda and any associated staff reports will be available on Thursday, March 7, 2024 on the City's Website: <https://carpinteriaca.gov/city-hall/agendas-meetings/>. The Carpinteria Library Board of Trustees agenda and staff reports are part of the City Council agenda for its regular meeting of March 11, 2024. Please see "[TEMPORARY ADJOURNMENT FOR THE PURPOSE OF HOLDING THE MONTHLY MEETING OF THE CARPINTERIA LIBRARY BOARD OF TRUSTEES.](#)" Details and procedures on how to provide public comment and participate in the meeting through telephonic means are available on the posted City Council agenda at <https://carpinteriaca.gov/city-hall/agendas-meetings/>.

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Brian Barrett, City Clerk at brianb@carpinteriaca.gov or (805) 755-4403. Notification two business days prior to the meeting will enable the City to make reasonable arrangements for accessibility to this meeting. This agenda was posted on Wednesday, March 6, 2024, in the City Clerk's Office, on the City Hall Public Notices Board, and on the Internet.

CARPINTERIA LIBRARY BOARD OF TRUSTEES
5775 Carpinteria Avenue
Carpinteria, CA 93013

REGULAR MEETING MINUTES
MONDAY, FEBRUARY 12, 2024

1. Call to order and roll call.

President Clark called the meeting to order at 6:05 pm.

Boardmembers present:	Boardmember Roy Lee Boardmember Wade T. Nomura Boardmember Mónica J. Solórzano Vice President Natalia Alarcon President Al Clark
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Staff members present:	Michael Ramirez, Chief Executive Officer Jena Shoaf Acos, Legal Counsel Jody Thomas, City Librarian Brian C. Barrett, Secretary
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2. Confirmation of legal noticing and procedural requirements of meeting.

Secretary Barrett acknowledged that all legal noticing and procedural requirements have been met.

3. Public Comment

There was no public comment.

4. Approval of minutes of the regular meeting held January 8, 2024.

There was no public comment.

Motion by Boardmember Nomura, seconded by Vice President Alarcon, to approve the minutes of the regular meeting held January 8, 2024. Upon voice vote, the motion carried unanimously.

5. February 2024 Community Library Report.

Recommendation: Receive and file the report.

City Librarian Thomas provided the staff report.

There was no public comment.

Motion by Boardmember Nomura, seconded by Vice President Alarcon, to receive and file the report. Upon voice vote, the motion carried unanimously.

6. February 2024 Library Advisory Commission (LAC) Report.

Recommendation: (1) Receive update on new day/time of regular LAC meetings (2) Review options on youth involvement with LAC and request for direction (3) Adopt Carpinteria Community Library Materials Selection and Maintenance Policy.

Library Advisory Commissioner Chair Glynn Birdwell provided the staff report.

She reported that the Library Advisory Commission recently approved a change in the regular meeting date to the first Monday of the month at 3:30 pm. She also stated that the Library Advisory Commission recommended adding a youth advisory ad hoc position to the Library Advisory Commission and recommended that the Library Board of Trustees adopt the Carpinteria Community Library Materials Selection and Maintenance Policy.

There was no public comment.

Motion by Boardmember Solórzano, seconded by Vice President Alarcon, to adopt Carpinteria Community Library Materials Selection and Maintenance Policy. Upon voice vote, the motion carried unanimously.

Motion by Boardmember Nomura, seconded by Vice President Alarcon, to receive update on the new day/time of the regular LAC meetings. Upon voice vote, the motion carried unanimously.

Motion by Boardmember Solórzano, seconded by Boardmember Nomura, to revisit at the next Library Board of Trustees meeting a change in the ordinance to include a youth position on the Library Advisory Commission.

Boardmember Solórzano modified the motion to include coming back with the ordinance change and including information about the ad hoc youth position as well as additional updates to the annual report. Boardmember Nomura seconded the modified motion.

Legal Counsel Acos noted that ordinance amendments would go before the City Council, not the Library Board of Trustees.

Upon voice vote, the modified motion carried unanimously.

7. New Business & Discussion.

There was no new business nor discussion.

8. Adjournment.

President Clark adjourned the meeting at 6:37 pm.

Brian C. Barrett, CMC, CPMC, Secretary



City of Carpinteria

LIBRARY BOARD OF TRUSTEES AGENDA STAFF REPORT March 11, 2024

ITEM FOR LIBRARY BOARD OF TRUSTEES CONSIDERATION

March 2024 Community Library Report

STAFF RECOMMENDATION

Receive and file the report.

Sample Motion: I move to receive and file the Carpinteria Community Library report.

BACKGROUND

The Carpinteria Community Library, established by Ordinance 747 on June 14, 2021, and added to the Municipal Code, Chapter 2.38, also established a Library Board of Trustees (section 2.38.030) to meet at least once a month.

DISCUSSION

The March 2024 report includes program updates and collaborations, as well as information on staff training, transition, and vacancy. In addition to the information included herein, the City Librarian is working with the City Attorney's Office to revise language in the Carpinteria Municipal Code (CMC) related to submission of reports to the State, and to develop additional language related to inclusion of youth on the Library Advisory Committee (LAC.) These amendment to the CMC are tentatively scheduled for City Council for consideration on April 8, 2024.

Program Updates

The Library's *Library of Things*, which are physical items for check out that are not classic library items such as books and magazines, will now include 6 Santa Barbara Botanic Garden Family Passes. This will allow two adults and up to five children into the Garden per pass. These work identically to the 4 MOXI passes also available for check out. The passes for both locations can be checked out for a week at a time. The Santa Barbara Botanic Garden has created a relatively new area for children called the Back Country, which is designed to climb on, run in, and as a place to generally delight in nature. Another addition to the Library of Things, are two Tonies boxes and many story

figurines, called Tonies, available for check out. The Tonies are storytelling audio boxes which are screenless and simple to operate for young children.

A new monthly program at the Library is called "Wild Things". Since Carpinteria is surrounded by beautiful outdoor environments, and so many residents enjoy spending time outside, the program was created to provide more information about the local flora, fauna, geology, and natural history, as well as encourage people to take advantage of our local resources. What we know from research is that spending time in nature reduces feelings of stress and anxiety and contributes to a feeling of connectedness and well-being. The first presentation was about sharks and some of the misconceptions we have about them. Presented on the first Thursday of every month at 6:00pm. Upcoming program topics will include local trails, backpacking, hiking, Channel Islands, National Forest, water falls, hot springs, foraging and more. The Program was created by the Library, but presenters will be local experts, authors, scientists, naturalists, and enthusiasts. Our first program was presented by the Carpinteria State Park Interpreter, Christina Furio.

Collaboration

The Library is working with the new City AgeWell program to maximize community benefit by coordinating program planning, services, and use of space, to ensure complimentary and unique offerings that enhance, rather than duplicate, efforts by City staff and program volunteers.

Staff

The staff training in February included internal, library specific training, as well as important information on the unique situations library staff are increasingly faced with. HopeNet presented resources for people contemplating suicide, and Library staff, who were all together for the first time, planned the Summer Reading Program and went through the circulation manual which dictates the circulation rules shared by the Black Gold member libraries.

The City will be opening a recruitment for a part time Library Technician to replace Jena Jenkins, who was recently selected to serve in a full-time capacity as the City's Recreation and Community Services Coordinator assigned to senior services.

POLICY CONSISTENCY

The Library programs and resources are consistent with the actions of the City Council concerning the establishment of a municipal library.

FINANCIAL CONSIDERATIONS

There are no budget impacts as a result of this action.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

As determined necessary and appropriate, staff consults with the City Attorney's Office and risk managers of its insurance entity, the California Joint Powers Insurance Authority, in order to ensure compliance with legal requirements and best practices.

OPTIONS

1. Receive and file.
2. Direct staff as appropriate.

PRINCIPAL PARTIES EXPECTED AT MEETING

No Principal Parties expected at the meeting.

ATTACHMENTS

Staff contact: Jody Thomas, City Librarian
(805) 684-4314, jodyt@carpinteriaca.gov



Signature



Signature

Staff contact: Michael Ramirez, City Manager
(805) 755-4450, michaelr@carpinteriaca.gov

MEMORANDUM



Council Meeting Date: March 11, 2024

To: Honorable Mayor and City Council

From: Michael Ramirez, City Manager

Subject: City Manager's Report

SENIOR SERVICES PROGRAMMING (AGEWELL)

Advanced Care Planning

AgeWell is teaming up with Hospice of Santa Barbara for a two-part Advanced Care Planning (ACP) workshop. Participants will learn why ACP is important, and who can be your representative in health care matters. At the end of our program, participants will receive one-on-one help from experts who can help them complete the form in its entirety and have it notarized free of charge.

The Food Bank of Santa Barbara County provides an older adult nutrition program, serving low-income seniors on fixed incomes who may struggle with housing, health care, and other costs. Distribution takes place in the Veterans Building Courtyard (on Walnut Ave.) from 12:30pm to 1:30pm on the second and fourth Thursday of the month. The distribution consists of a grocery bag of nutritious staple foods. On February 22, the Food Bank distributed 60 bags of food, up from 13 bags at their previous distribution site, and are preparing to provide more than 100 bags for their next distribution on March 12.

CITY EMPLOYEE UPDATES

Recruitments

Below is a list of current recruitments for full-time positions. Additional information, including part-time positions, are available at <https://carpinteriaca.gov/city-hall/human-resources/>

- Assistant City Manager
 - Final interviews were conducted on Wednesday, March 6. The City's recruiting firm, Bob Murray & Associates, is currently proceeding with final steps of the selection process.
- Parks, Recreation, and Community Services Director (Conducted by Bob Murray & Associates)
 - Recruitment closed: March 1.
 - Total applications received: 74
 - March 14: Recruiter to provide City with list of finalists.

- Recreation Leader (Part-time)
 - Application deadline: March 8.
- Aquatics Superintendent
 - Total applications received: 9
 - Outside Panel Interviews were conducted on Thursday, March 7.

UPDATES ON CAPITAL IMPROVEMENT PROJECTS

No updates

UPDATES ON DEVELOPMENT APPLICATIONS

No updates

OTHER CITY/COMMUNITY UPDATES

Sediment Deposition

Following sediment deposition activities last year, the City has received several comments regarding cobbles on the Carpinteria City Beach. Historically, the Carpinteria coastal geology has included a cobble shoreline covered by sand, similar to the coastline to the north and south. Cobble acts as an energy dissipator for waves, and can be especially protective during storm surges and high surf events. Sand is often washed away in the winter and redeposited during the calmer spring and summer months. An increase in coastal erosion, paired with interruptions in the sediment transport systems due to the construction of dams, debris basins, harbors, and housing, has reduced cobble and sand supplies, impacting the overall beach profile over time. In alignment with City Council's Primary Goal to Strengthen Community Institution Collaboration, the City is working with the County to explore programmatic options to restore historic sediment transport and protect the beach and surrounding areas from further erosion and climate-related hazards.

Winter Berm

The Winter Berm is in progress of being disassembled. Estimated time of completion is March 15, 2024. The exact date of disassembly varies from year to year based on several factors including weather forecasts and the grunion run schedule.

Carpinteria Avenue and Palm Avenue Intersection Improvements Project

Traffic signal improvements including pedestrian (i.e. curb ramps) and bicycle improvements are complete.

Pilot Off-Leash Dog Park Project at Monte Vista Park

Improvements are scheduled for the month of March.

General Plan Update Committee Meeting Planned for March 18th

City staff intends to resume the monthly (as-needed) General Plan/Coastal Plan Update Committee meetings beginning next week, March 18, 2024. This ad-hoc committee would continue to steer and provide insight to staff and consultants preparing the updated General Plan elements and land use maps. It is a joint committee with membership from City Council and Planning Commission. On February 5, 2024, the Planning Commission appointed commissioners Jane Benefield and Katherine Salant to this Committee. And based on the most recent Selection of Council Representatives for Ad Hoc Committees (January 23, 2023, Item 18), the current representatives from City Council are Al Clark and Roy Lee.

Upcoming City Council Special Meetings

- Tuesday, March 19, at 5:30 pm for Mid-Year Budget Review and Capital Improvement Plan Study Session.
- Tuesday, March 26, at 5:30 pm for Appeal Hearing of Klentner Mixed Use Project at 4745 Carpinteria Avenue.

Informational Presentation on Accessory Dwelling Units (ADUs)

The City's Community Development Department is offering an informational presentation on ADUs at the Carpinteria Community Library on Saturday, March 16, at 1:00pm. The presentation is designed to highlight the City's ADU Program, the plans available from the City, as well as to answer other questions regarding the ADU permit process.

MEMORANDUM

Date: March 11, 2024

To: City Council

From: Nick Bobroff, Community Development Director

Subject: March 4, 2024 Planning Commission Action



On Monday, March 4th, the Planning Commission considered the following hearing requests with all Commissioners in attendance:

1) Sanchez Residence Rebuild

Project: 23-2263-CUP/CDP

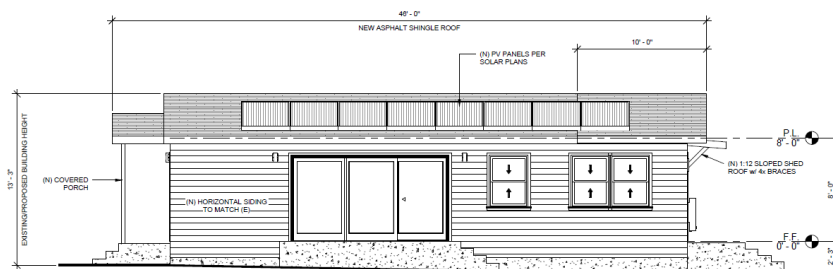
Address: 5091 Foothill Road

Applicant: Shawn Godkin, architect, for Laura Sanchez

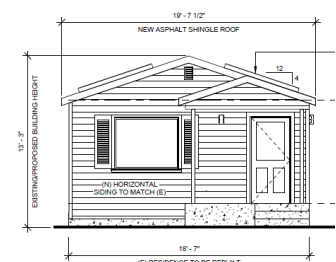
Planner: Brian Banks

Hearing on the request of Shawn Godkin, architect, for Laura Sanchez to consider Project 23-2263-CUP/CDP (application filed November 21, 2023) for approval of a Conditional Use Permit and a Coastal Development Permit to allow demolition and reconstruction of an existing legal-nonconforming single-family residence under the provisions of Carpinteria Municipal Code (CMC) §14.12 – Single-Family Residence Zone District, §14.62 – Conditional Use Permit, and §14.82 – Nonconforming Uses; and to approve an Exemption pursuant to §15302 and §15303 of the California Environmental Quality Act (CEQA) Guidelines. The application involves APN 004-006-013, addressed as 5091 Foothill Road.

The Planning Commission voted 5-0 to approve the project as submitted.



① WEST ELEVATION
1/4" = 1'-0"



② PROPOSED NORTH (FRONT) ELEVATION
1/4" = 1'-0"

2) **Amendments to the City's Accessory Dwelling Unit and Junior Accessory Dwelling Unit Regulations**

Project: 23-2231-ORD/LCPA

Address: Citywide

Applicant: City of Carpinteria

Planner: Megan Musolf

Hearing at the request of the City of Carpinteria for the Planning Commission to receive a staff report on proposed amendments to Carpinteria Municipal Code Chapter 14.72- ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS, and to provide recommendations to the City Council regarding adoption of the changes, as determined appropriate.

The Planning Commission voted 5-0 to recommended approval of the Ordinance as presented by staff to the City Council with the following additional revisions:

- *Revise CMC 14.72.060.F (Privacy Standards) to read in part: The construction of an Accessory Dwelling Unit where any portion of the proposed construction is either: two or more stories tall or ~~sixteen~~ 18 feet of taller in building height, shall comply with the following...;*
- *Review and revise CMC 14.72.090.C.8 (fire sprinklers for Special ADUs) to utilize language consistent with CMC 14.72.050.E (fire sprinklers for ADUs);*
- *Correct CMC 14.72.035 (unit configuration) to read in part: One Accessory Dwelling Unit and/or Junior Accessory Dwelling Unit shall be permitted...*



**City of Carpinteria
City Council Minutes
Regular Meeting
Monday, February 26, 2024**

In-Person and Virtual

CALL TO ORDER

Mayor Clark called the meeting to order at 5:31 pm.

ROLL CALL

Councilmembers present:

Councilmember Roy Lee
Councilmember Wade T. Nomura
Councilmember Mónica J. Solórzano
Vice Mayor Natalia Alarcon
Mayor Al Clark

Staff members present:

Michael Ramirez, City Manager
Jena Shoaf Acos, on behalf of Brownstein Hyatt Farber
Schreck, LLP acting as City Attorney of the City of
Carpinteria
Brian C. Barrett, City Clerk
Aida Thau, Management Analyst II
Olivia Uribe Mutal, Program Manager
Stephon Downes, Management Analyst I
Robert Howard, Public Works Supervisor
Nick Bobroff, Community Development Director
John L. Ilasin, Public Works Director

PLEDGE OF ALLEGIANCE

Mayor Clark led those present in the salute to the flag.

COUNCILMEMBER(S) REQUEST FOR REMOTE PARTICIPATION UNDER AB 2449:

There were no Councilmember requests for remote participation under AB 2449.

AGENDA MODIFICATIONS: NONE

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS:

1. Proclamation Designating the Month of March 2024 as “Women’s History Month”.
(Requires approval prior to presentation of proclamation.)

There was no public comment.

Motion by Councilmember Nomura, seconded by Vice Mayor Alarcon, to approve the Proclamation Designating the Month of March 2024 as “Women’s History Month”. Upon voice vote, the motion carried unanimously.

Mayor Clark and the Council presented the proclamation to Beth Cox and others on behalf of Women Making Change. Ms. Cox provided remarks.

2. Proclamation Designating Thursday, March 7, 2024 as California Arbor Day in the City of Carpinteria. *(Requires approval prior to presentation of proclamation.)*

There was no public comment.

Motion by Councilmember Nomura, seconded by Councilmember Solórzano, to approve the Proclamation Designating Thursday, March 7, 2024 as California Arbor Day in the City of Carpinteria. Upon voice vote, the motion carried unanimously.

Mayor Clark and the Council presented the proclamation to Public Works Supervisor Howard.

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS

Lieutenant Butch Arnoldi with the Santa Barbara County Sheriff’s Department provided an update on crime in the City.

CITY MANAGER’S REPORT

- a. Senior Services Programming

None.

- b. City Employee Updates

City Manager Ramirez provided an update on the following recruitments: Assistant City Manager; Parks, Recreation and Community Services Director; Recreation and Community Services Coordinator; and Aquatics Superintendent

- c. Updates on Capital Improvement Projects

None.

d. Updates on Development Applications

None.

e. Other City/Community Updates

Management Analyst II Thau reported on the Carpinteria Bluffs Nature Preserve.

Program Manager Uribe Mutal provided an update on the Winter El Niño.

City Manager Ramirez reported on the 2023 Pavement Maintenance and Rehabilitation Project Public Workshop held on February 21, 2024.

Speakers in-person: Julie Sigwart

PLANNING COMMISSION ACTIONS: NONE

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Speakers in-person: Julie Sigwart, Aja Forner representing Moms Demand Action, Patty Schwartzkopf, Leslie Gascoigne, and Susan Allen

Emails distributed: Davis Mersereau and Patty Schwartzkopf

CONSENT CALENDAR:

There was no public comment.

Motion by Councilmember Lee, seconded by Councilmember Nomura, to approve the Consent Calendar Item Nos. 3 through 8. The roll call vote on the motion was as follows:

AYES: Councilmember Lee, Councilmember Nomura, Councilmember Solórzano, Vice Mayor Alarcon, and Mayor Clark

NOES: None

ABSENT: None

ABSTAIN: None

The motion carried unanimously.

3. Approve the minutes of the regular meeting held February 12, 2024.

4. Receive and file the Expenditures for the period beginning February 5, 2024 and ending February 16, 2024.

5. Receive and file the Report of Contracts Executed by the City Manager for the Period of January 16, 2024 through February 19, 2024.
6. Receive and file the Monthly City Treasurer's Report on Compliance with Statement of Safekeeping and Investment of Public Funds for January 2024.
7. Adopt Ordinance No. 777 (second reading), amending Carpinteria Municipal Code Section 2.52 pertaining to abandoned and unattended personal property. *(This motion requires a roll call vote.)*
8. Adopt Resolution No. 6291, amending Resolution No. 6152 regarding the City Manager's Designation of a City Manager Pro Tempore during periods of time when the City Manager makes such designations.

ADMINISTRATIVE MATTERS:

9. Agreement with West Coast Arborists, Inc. for Tree Maintenance Services.

Recommendation: Authorize the City Manager to execute a five-year Agreement with West Coast Arborists, Inc. for tree maintenance services in an amount not-to-exceed \$537,586. *(This motion requires a roll call vote.)*

Management Analyst I Downes and Robert Howard presented the staff report.

There was no public comment.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to authorize the City Manager to execute a five-year Agreement with West Coast Arborists, Inc. for tree maintenance services in an amount not-to-exceed \$537,586. The roll call vote on the motion was as follows:

AYES: Councilmember Lee, Councilmember Nomura, Councilmember Solórzano, Vice Mayor Alarcon, and Mayor Clark
NOES: None
ABSENT: None
ABSTAIN: None

The motion carried unanimously.

PUBLIC HEARING: NONE

CONSIDERATION OF ANY ITEMS REMOVED FROM CONSENT CALENDAR AND/OR OTHER AGENDA ITEMS REQUESTED TO BE ADVANCED: NONE

MATTERS CONTINUED FROM PREVIOUS MEETINGS: NONE

OTHER BUSINESS:

10. Commend Carpinteria Volunteer of the Year nominees for their service in 2023 and select one nominee as the Volunteer of the Year to be awarded at the Carpinteria Community Association's Community Awards Banquet.

Recommendation: (1) Commend Carpinteria Volunteer of the Year nominees for their service in 2023 and select a Volunteer of the Year recipient and (2) Direct City staff to prepare a Resolution for the Volunteer of the Year awardee to be adopted at a future City Council meeting.

Program Manager Uribe Mutal presented the staff report.

There was no public comment.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to commend Carpinteria Volunteer of the Year nominees for their service in 2023. Upon voice vote, the motion carried unanimously.

Mayor Clark and the Council presented Robin Kait, Jack Niederpreum, and Ray Kolbe (Mr. Koble was unable to attend) with Mayoral Recognition certificates in honor of being nominated as Volunteer of the Year.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to select Jack Niederpreum as Volunteer of the Year and direct City staff to prepare a Resolution for Volunteer of the Year to be adopted at a future City Council meeting.

Councilmember Nomura requested that the motion be modified to include Robin Kait and Ray Kolbe on the invite to the Community Awards Banquet on April 6, 2024 and the City to cover their ticket purchase.

Councilmember Solórzano modified the motion to select Jack Niederpreum as Volunteer of the Year and direct City staff to prepare a Resolution for Volunteer of the Year to be adopted at a future City Council meeting and in addition to Mr. Niederpreum, invite Robin Kait and Ray Kolbe to the Community Awards Banquet on April 6, 2024 and the City to cover their ticket purchase. Councilmember Nomura seconded the modified motion. The roll call vote on the modified motion was as follows:

AYES: Councilmember Lee, Councilmember Nomura, Councilmember Solórzano, Vice Mayor Alarcon, and Mayor Clark

NOES: None

ABSENT: None

ABSTAIN: None

The motion carried unanimously.

11. Consideration of potential priorities / tactical deliverables and measures and metrics to support City Council adopted goals for the Fiscal Year 2024-25 Annual Work Plan.

Recommendation: Receive presentation and approve potential priorities / tactical deliverables and measures and metrics to support City Council adopted goals for the Fiscal Year 2024-25 Annual Work Plan.

City Manager Ramirez introduced Consultant Ryder Smith with Tripepi Smith who provided the staff report.

The Council discussed the priorities/tactical deliverables and measures and metrics for each of the five goals and Mayor Clark took public comment under each goal.

Primary Goal #1 – Enhance Public Outreach, Education and Transparency

Speakers in-person: Susan Allen, Gail Marshall, Mike Wondolowski representing Carpinteria Valley Association, Nitzan Navick representing Equity Praxis Group, and Annie Sly

Emails distributed: Mike Wondolowski representing Carpinteria Valley Association and Nitzan Navick representing Equity Praxis Group

The Council had no modifications under Goal #1.

Primary Goal #2 – Accommodate City Growth while Maintaining a Small Beachside Town Personality

There was no public comment.

There was consensus amongst the Council to:

- Modify the title of Primary Goal #2 from “Accommodate City Growth while Maintaining a Small Beachside Town Personality” to “Accommodate City Growth while Maintaining a Small Beachside Town.”
- Modify the third hollow bullet under “Prioritize environmental sustainability and preservation in the context of the small town and the City’s niche tourism activity (Asset-Based Economic Development)” from “Default to reject franchise experiences” to “Default to reject franchise experiences (e.g. architecture, building design, etc.)”
- Delete the third solid bullet shown as “Define what smart implementation is and how to balance competing objectives.”

Primary Goal #3 – Take Steps to Address the Fiscal Sustainability of the City

There was no public comment.

The Council had no modifications under Goal #3.

Primary Goal #4 – Strengthen the Community Institution Collaboration

Speakers in-person: Amrita Salm

Speakers via Zoom: Debbie Nomura

There was consensus amongst the Council to:

- Add a new item “Safe Storage of Guns” and the subpoints around collaborating with local non-profits to define ordinance objectives and bring forth a model ordinance for Council consideration
- Add the Dune Management Plan to the list under the bullet entitled “Prioritize collaboration with other agencies and institutions within the County to address the following:”

Primary Goal #5 – Invest in a High-Performance Team at City Hall

Speakers in-person: Annie Sly, Mike Wondolowski, and Julie Sigwart

There was consensus amongst the Council to:

- Add a metric for providing a performance management measurement and report back to Council under the solid bullet entitled “Build a high-performance culture that both yields efficient results and increases staff retention.”

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to receive the presentation and approve potential priorities / tactical deliverables and measures and metrics to support City Council adopted goals for the Fiscal Year 2024-25 Annual Work Plan.

Councilmember Nomura requested the motion be modified to include the modifications suggested by the Council.

Councilmember Solórzano modified the motion to receive the presentation and approve potential priorities / tactical deliverables and measures and metrics to support City Council adopted goals for the Fiscal Year 2024-25 Annual Work Plan and include the modifications suggested by the Council. Councilmember Nomura seconded the modified motion. The roll call vote on the modified motion was as follows:

AYES: Councilmember Lee, Councilmember Nomura, Councilmember Solórzano,
Vice Mayor Alarcon, and Mayor Clark
NOES: None
ABSENT: None
ABSTAIN: None

The motion carried unanimously.

LEGISLATIVE UPDATE:

City Manager Ramirez reported that there were no attachments from the League of California Cities. In response to a public comment from Ms. Gascoigne earlier in the meeting, Legal Counsel Acos noted that the Council has taken a position on multiple Weiner bills in the past. She stated there are several Weiner bills that have been recently proposed and indicated that the League of California Cities may send out a statement letter which staff could bring before the Council. She also believed that the Council in the past had considered the Our Neighborhood Voices (ONV) initiative (though staff would look into it and confirm) which was mentioned by Ms. Gascoigne earlier in the meeting.

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

Councilmember Solórzano reported on:

- Her attendance last week at the Santa Barbara Metropolitan Transit District Board meeting where they looked at the Planning Department workplan for the coming year, adopted their 2024-25 Measure A Program of Projects, and executed some contracts for renewable diesel.
- South Coast Youth Safety Partnership will be holding a community engagement team meeting on Wednesday at 2:30 pm in the Carpinteria Community Library.
- Harbor Seal Advisory Committee will meet on Wednesday at 4:00 pm in the Council Chambers.

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

All Councilmembers are expected to be in attendance at the March 11th regular City Council meeting.

ADJOURNMENT

Mayor Clark adjourned the meeting at 8:17 pm.

Al Clark, Mayor

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk



City of Carpinteria

COUNCIL AGENDA STAFF REPORT March 11, 2024

ITEM FOR COUNCIL CONSIDERATION

Expenditures for the period beginning February 19, 2024 and ending March 01, 2024.

STAFF RECOMMENDATION

Receive and file Warrant Register for the period of February 19, 2024, through March 01, 2024, 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 is designed to communicate fiscal activity since the prior reporting period.

ATTACHMENTS

Attachment A: Warrant Register for the period beginning February 19, 2024 and ending March 01, 2024.

Staff contact: Brenda Robinson, Accounting Specialist
(805) 755-4442, BrendaR@carpinteriaca.gov



Signature

Staff contact: Licette Maldonado, Admin Services Dir.
(805) 755-4448, LicetteM@carpinteriaca.gov

 For LICETTE MALDONADO

Signature

Reviewed by: Michael Ramirez, City Manager
(805) 755-4450, MichaelR@carpinteriaca.gov



Signature



Warrant Register

Carpinteria, CA

Date Range: 02/19/2024 - 03/01/2024

Vendor Number	Vendor Name	Payment Date	Payment Amount	Number
Payable #	Payable Type	Payable Description		
Bank Code: AP Bank-AP Bank				
Payment Type: Regular				
	ALYSSA CHAYASING	02/26/2024	(300.00)	102041
	ACTIVE NETWORK LLC	02/22/2024	838.91	103058
11139046	Invoice	HY-TEK ENDRUANCE ORDER TYPE FOR AQUATICS CLUB		
	A-OK POWER EQUIPMENT	02/22/2024	3,643.07	103059
762226	Invoice	3 CORDLESS TRIMMERS & POLE PRUNER		
	BIG GREEN CLEANING COMPANY	02/22/2024	20,001.00	103060
638898	Credit Memo	DEC23 POOL CLOSURE CREDIT		
639060	Invoice	JAN24 CONTRACTED CLEANING SERVICE		
639061	Invoice	JAN24 CONTRACTED CLEANING SERVICE		
639097	Invoice	JAN24 CONTRACTED CLEANING SERVICE		
639098	Invoice	JAN24 CONTRACTED CLEANING SERVICE		
639102	Invoice	JAN24 CONTRACTED CLEANING SERVICE		
640411	Invoice	DEC23 PRESSURE WASH POOL 12/29/23		
640414	Invoice	DEC23 EXTRA RESTROOM SERVICES 12/24/23		
	BUENAVENTURA SWIM CLUB	02/22/2024	346.00	103061
INV0005339	Invoice	FEB24 COASTAL CHAMPIONSHIP MEET		
	CANNON	02/22/2024	1,851.50	103062
87322	Invoice	JAN24 VENOCO PIPELINE ABANDONMENT		
87368	Invoice	JAN24 DESIGN SERVICE-700 LINDEN AVE		
	CARPINTERIA VALLEY LUMBER CO	02/22/2024	224.89	103063
529157	Invoice	RAKE FLEX TINE W/WOOD		
529667	Invoice	8CT COLTON COMMON CEMENT FOR GAS PIPELINE IN POLAR		
529670	Credit Memo	8CT COLTON COMMON CEMENT CREDIT		
529693	Invoice	6CT COLTON COMMON CEMENT FOR GAS PIPELINE IN POLAR		
529742	Invoice	2X MATTE BLACK PAINT		
	CIVICWELL	02/22/2024	900.00	103064
901682	Invoice	LGSEC MEMBERSHIP 2/1/24-1/31/25		
	COASTAL VIEW NEWS	02/22/2024	346.00	103065
60880	Invoice	ABOP AD 2/8/24		
	COX BUSINESS	02/22/2024	135.99	103066
FEB24 001 3011 028450702	Invoice	FEB24 VETS HALL INTERNET-PHONE SERVICE		
	FRONTIER COMMUNICATIONS	02/22/2024	327.92	103067
FEB24 805-684-4314-063022-5	Invoice	FEB24 PHONE & INTERNET SERVICES FOR LIBRARY		
FEB24 805-684-7613-042205-5	Invoice	FEB24 PHONE & INTERNET FOR LG TOWER & BOATHOUSE		
	GRANICUS	02/22/2024	2,996.66	103068
179319	Invoice	FORM 700 PROCESSING SOFTWARE		
	HOME DEPOT CREDIT SERVICES	02/22/2024	1,209.77	103069
1528330	Invoice	TOOLS FOR THE SHOP		
2812613	Invoice	TOOLS FOR THE SHOP		
3821886	Invoice	SCREWDRIVER, SCREWS FOR THE SHOP		
	JAYNE DIAZ	02/22/2024	712.14	103070
INV0005335	Invoice	MAR24 MEDICAL REIMBURSEMNET		
	JOHNSON CONTROLS FIRE PROTECTION LP	02/22/2024	780.00	103071
23962257	Invoice	MAR2023-FEB2025 ANNUAL ALARM MONITORING AGREEMENT		
	KNORR SYSTEMS INT'L	02/22/2024	7,130.32	103072
225203	Invoice	PAD REPLACEMENT KIT, CASTER FOR POOL		

INV0005336	LARRY DRIGGERS Invoice	MAR24 MEDICAL REIMBURSMENTS	02/22/2024	712.14	103073
INV0005337	MARY ANN COLSON Invoice	MAR24 MEDICAL REIMBURSMENT	02/22/2024	712.14	103074
300005281	MISAC Invoice	SOUTHERN CHAPTER FULL MEMBER SUBSCRIPTION	02/22/2024	97.50	103075
520922821	MISSION UNIFORM SERVICE Invoice	TOWEL & MAT REPLACEMENT-VETS HALL 1/29/24	02/22/2024	128.49	103076
521009157	Invoice	TOWEL & MAT REPLACEMENT-VETS HALL 2/12/24			
521009169	Invoice	TOWEL & MAT REPLACEMENT-POOL 2/12/24			
521009172	Invoice	TOWEL & MAT REPLACEMENT-CITY HALL 2/12/24			
2911-01-0124	RRM DESIGN GROUP Invoice	JAN24 FRANKLIN CREEK TRAIL IMPROVEMENT	02/22/2024	1,760.00	103077
2032	SANTA BARBARA COUNTY SHERIFFS DEPT Invoice	FEB24 CONTRACTED LAW ENFORCEMENT SERVICES	02/22/2024	522,357.00	103078
2022-20221002397-1	SANTA BARBARA COUNTY TREAS/TAX COLLECTOR Invoice	003-280-006 CARP CREEK	02/22/2024	82.64	103079
2022-20221002398-1	Invoice	003-280-007 CARP CREEK			
INV0005338	SANTA BARBARA SWIM CLUB Invoice	FEB24 SWIM MEET ENTRY FEES 2/11/24	02/22/2024	602.50	103080
388334559	SHOWSCAPES Invoice	IRRIGATION REPAIR AT EL CARRO PARK 11/2/23	02/22/2024	39,526.00	103081
388334560	Invoice	IRRIGATION REPAIR AT VIOLA PARK 11/6/23			
388334561	Invoice	IRRIGATION REPAIR AT EL CARRO PARK 11/6/23			
388334672	Invoice	IRRIGATION REPAIRS/LANDSCAPE 5277 CARPINTERIA AVE			
388334673	Invoice	IRRIGATION REPAIR AT POOL 12/4/23			
388334674	Invoice	IRRIGATION REPAIR AT LIBRARY 12/4/23			
388334675	Invoice	IRRIGATION REPAIR AT MONTE VISTA PARK 12/11/23			
388334676	Invoice	IRRIGATION REPAIRS AT FRANKLIN PARK 12/8/23			
388334677	Invoice	IRRIGATION REPAIRS AT 5292 CARPINTERIA AVE 12/8/23			
388334678	Invoice	IRRIGATION REPAIRS AT 901 LINDEN AVE			
388334877	Invoice	TREE REMOVAL AT EL CARRO PARK 1/5/24			
388334993	Invoice	TREE MAINTENANCE CARPINTERIA BLUFFS TRAIL 1/29/24			
388335105	Invoice	IRRIGATION INSTALLATION ASH AVE/THIRD ST 1/19/24			
137970358-001	SITEONE LANDSCAPE SUPPLY (ALL AROUND) Invoice	MATERIAL TO PREVENT FLOODING FOR SKATE PARK	02/22/2024	1,293.51	103082
138176022-001	Invoice	PVC PARTS & ROPE FOR EV SWEEPER			
138190532-001	Invoice	ELECTRICAL FOR SWEEPER PUBLIC WORKS YARD			
FEB24 700405192484	SO CA EDISON Invoice	EFB24 ELECTRICITY-MULTIPLE LOCATIONS	02/22/2024	9,232.47	103083
3558073303	STAPLES ADVANTAGE Invoice	3 CASES OF COPY PAPER 1/29/24	02/22/2024	168.37	103084
58766	SUN COAST RENTALS Invoice	SKIDSTEER RENTAL 2/7/24	02/22/2024	447.50	103085
11623	TRIPEPI SMITH AND ASSOCIATES INC Invoice	COUNCIL GOAL SETTING PROJECT	02/22/2024	3,000.00	103086
48283	VILLAGE POOL SUPPLY Invoice	CHLORINE, ACID FOR POOL 1/31/24	02/22/2024	357.57	103087
INV0005348	LICETTE MALDONADO Invoice	TRAVEL REIMBURSEMENT-CSMFO CONFERENCE	02/22/2024	639.94	103088
INV0005349	Invoice	TRAVEL REIMBURSEMENT-LEAGUE FINANCE INSTITUTE			
INV0005351	MISSIONSQUARE Invoice	Deferred Compensation Contribution-Part Time Emp	02/22/2024	7,536.87	103089
INV0005352	Invoice	MissionSquareEmployee Contributions			
INV0005353	Invoice	MISSIONSQUARE Employee Contributions			

SEIU LOCAL 620	02/22/2024	258.96	103090
INV0005354	Invoice	Employee Union Dues Contribution	
AFLAC	02/29/2024	179.85	103091
947151	Invoice	FEBRUARY 2024 EMPLOYEE PREMIUMS	
AMAZON CAPITAL SERVICES INC	02/29/2024	2,894.97	103092
11TN-LPQ7-K6VJ	Invoice	BOOKS FOR LIBRARY	
14FC-XPK9-JTWQ	Invoice	BOOKS FOR LIBRARY	
16J1-XWVP-DRLG	Invoice	ZIP BOOKS-L. GRYBOWSKI	
16LT-WVXJ-CV7F	Invoice	ZIP BOOKS-M. BAILIFF	
174M-7K7Y-HQ74	Invoice	BOOKS FOR LIBRARY	
1C79-M9VR-GFM3	Invoice	ZIP BOOKS-J. CHASTEEN	
1CNW-4TDX-N1YW	Invoice	DISH SOAP, GLUE, TAPE, STAPLER FOR LIBRARY	
1DJJ-CRM1-NKHC	Invoice	TONER CARTRIDGE FOR LIBRARY	
1DJP-LWX6-PG9Y	Invoice	BOOKS FOR LIBRARY	
1DMV-6DQF-9VNT	Invoice	ZIP BOOKS-E. NESHEIM	
1FJN-LY94-VJP1	Invoice	BOOKS FOR LIBRARY	
1FL3-TWT3-19TK	Invoice	ZIP BOOKS-R. HENRY	
1L3W-WY7J-4MM1	Invoice	9PK OF KIDS SCISSORS	
1M1D-MMQN-GK3X	Invoice	BOOKS FOR LIBRARY	
1M1L-JVKQ-JJH7	Invoice	BOOKS FOR LIBRARY	
1MD4-P9RR-7T4M	Invoice	BOOKS FOR LIBRARY	
1T6W-KF3M-FQMJ	Invoice	ZIP BOOKS-S. LEWIS	
1TNP-TPRX-7HXW	Invoice	CLEAR BOOK REPAIR TAPE	
1TNP-TPRX-T6LN	Invoice	ZIP BOOKS-M. EDWARDS	
1TRD-KHT9-DVWW	Invoice	BOOKS FOR LIBRARY	
1V6L-76VD-V9QL	Invoice	ZIP BOOKS-H. CLAASEN	
1VDY-VQCM-LTGJ	Invoice	ZIP BOOKS-R. BADILLO-BRISENO	
1WP1-4TY7-NWP6	Invoice	ZIP BOOKS-J. SMART	
1XHD-41V4-CPRD	Invoice	BOOKS FOR LIBRARY	
1Y63-NR36-1XR3	Invoice	BOOKS FOR LIBRARY	
1Y66-3LXX-CNTK	Invoice	ZIP BOOKS-C. VANCE	
1YKF-J1H6-FN4F	Invoice	ZIP BOOKS-I. MABIE	
Void	02/29/2024	-	103093
AMERICAN LIBRARY ASSOCIATION	02/29/2024	247.00	103094
FEB24 1187978	Invoice	R,PLA MEMBERSHIP FOR LIBRARY	
A-OK POWER EQUIPMENT	02/29/2024	217.48	103095
763386	Invoice	AK2 BATTERIES AND BATTERY CHARGER	
ASSOCIATION FOR RURAL & SMALL LIBRARIES	02/29/2024	100.00	103096
71150	Invoice	ANNUAL MEMBERSHIP FOR LIBRARY THROUGH 3/29/25	
BOB MURRAY & ASSOCIATES	02/29/2024	7,802.50	103097
10491	Invoice	EXECUTIVE SEARCH FOR ASST. CITY MANAGER POSITION	
10492	Invoice	EXECUTIVE SEARCH FOR PARKS, REC, AND COM. POSITION	
CALIFORNIA LIBRARY ASSOCIATION	02/29/2024	245.00	103098
300013504	Invoice	INDIVIDUAL LIBRARY MEMBERSHIP-E. CASTRO	
300013505	Invoice	INDIVIDUAL AND VOTING MEMBERSHIP FOR LIBRARY	
CANNON	02/29/2024	(13,681.02)	103099
CANNON	02/29/2024	13,681.02	103099
32082779	Invoice	FEB24 MAINT & SERVICE CANON PRINTERS	
87473	Invoice	JAN24 2022 PAVEMENT REHABILITATION	
CARP KITCHEN & GROCERY	02/29/2024	325.90	103100
INV0005375	Invoice	VOLUNTEER APPRECIATION EVENT	
CARPINTERIA VALLEY LUMBER CO	02/29/2024	63.36	103101
529923	Invoice	PAINT MATERIALS FOR CURB PAINTING	
530120	Invoice	OUTLET REPLACEMENT FOR VETS HALL	
COASTAL VIEW NEWS	02/29/2024	370.00	103102
60900	Invoice	NOTICE OF PUBLIC MEETING AD 2/15/24	
COUNTY SANITATION COMPANY INC STEWARTS & SELZER PLUMBING	02/29/2024	6,345.00	103103
62673	Invoice	CLEANED DRAINS AND PIPES FOR STORM DRAIN SYSTEM	

05282	ENCOMPASS CONSULTANT GROUP INC Invoice JAN23 PAVEMENT MAINTANENCE	02/29/2024	19,892.50	103104
FEB24 PREMIUMS-BTL,LTD,STD FEB24 PREMIUMS-COBRA FEB24 PREMIUMS-DENTAL FEB24 PREMIUMS-RETIREE FEB24 PREMIUMS-VISION FEB24 PREMIUMS-VOL AD&D VOL	GUARDIAN Invoice FEB24 PREMIUMS-BTL,LTD,STD Invoice FEB24 PREMIUMS-COBRA Invoice FEB24 PREMIUMS-DENTAL Invoice FEB24 PREMIUMS-RETIREE Invoice FEB24 PREMIUMS-VISION Invoice FEB24 PREMIUMS-VOL AD&D VOL LIFE	02/29/2024	8,833.29	103105
C5A1AK E5A068	HAAKER EQUIPMENT COMPANY Invoice STREET SWEEPER PARTS 2/12/24 Invoice 1/17/24-2/13/24 HAAKER STREET SWEEPER RENTAL	02/29/2024	12,343.95	103106
6456Feb24	INFOARMOR INC Invoice FEB24 IDENTITY THEFT EMPLOYEE PREMIUMS	02/29/2024	71.80	103107
520836931 521009170 521009171 521061454 521061461 521061462	MISSION UNIFORM SERVICE Invoice TOWEL & MAT REPLACEMENT-POOL 1/15/24 Invoice MAT REPLACEMENT, UNIFORM CLEANING 2/12/24 Invoice TOWEL & MAT REPLACEMENT AT LIBRARY 2/9/24 Invoice TOWEL & MAT REPLACEMENT-VETS HALL 2/16/24 Invoice MAT REPLACEMENT, UNIFORM CLEANING 2/19/24 Invoice TOWEL & MAT REPLACEMENT AT CITY HALL 2/16/24	02/29/2024	389.64	103108
01352DA24028442 01352DA24039859 01352DA24039860	OVERDRIVE INC. Invoice JAN24 EBOOK/AUDIOBOOKS FOR LIBRARY Invoice FEB24 EBOOK/AUDIOBOOKS FOR LIBRARY Invoice FEB24 EBOOK/AUDIOBOOKS FOR LIBRARY	02/29/2024	366.93	103109
9303	PROFESSIONAL WASH CENTER Invoice WASH & FOLD X-MASS BANNER 1/31/24	02/29/2024	38.25	103110
43802	ROCKWELL PRINTING Invoice DOG LICENSE FORM FOR D. HERNANDEZ	02/29/2024	542.57	103111
76194	SANSUM CLINIC Invoice PRE-HEALTH SCREENING FOR P & R CANDIDATE	02/29/2024	356.00	103112
388334468 388334822 388335051 388335213	SHOWSCAPES Invoice DEC24 SHOW SCAPES MAINTENANCE FY23-24 Invoice JAN24 SHOW SCAPES MAINTENANCE FY23-24 Invoice FEB24 SHOW SCAPES MAINTENANCE FY23-24 Invoice IRRIGATION REPAIRS AT PARKING LOT #1 ON NINTH ST	02/29/2024	64,965.00	103113
FEB24 700163777874	SO CA EDISON Invoice FEB24 ELECTRICITY-6145 CARPINTERIA AVE	02/29/2024	93.79	103114
2505287892	TRANSAMERICA EMPLOYEE BENEFITS Invoice FEB24 EMPLOYEE PREMIUMS	02/29/2024	491.28	103115
194820	TRI-CO REPROGRAPHICS Invoice MONOCHROME BOND FOR 2023 PAVEMENT MAINT & REHAB	02/29/2024	33.02	103116
23-12-039 24-01-039	TRUE NORTH COMPLIANCE SERVICES INC Invoice JAN24 BUILDING AND SAFETY PERMITS MULTIPLE LOC. Invoice FEB24 BUILDING AND SAFETY PERMITS MULTIPLE LOC.	02/29/2024	14,809.19	103117
6122439	UNIQUE MANAGEMENT SERVICES INC Invoice FEB24 LOST LIBRARY BOOKS	02/29/2024	65.00	103118
I24022101	VIDIFLO LLC Invoice 40% UPON DELIVERY ON VIDEO SERVER SYSTEM	02/29/2024	12,888.55	103119
82294749	WAXIE SANITARY SUPPLY Invoice RESTROOM STALL TRASH CANS FOR VETS HALL	02/29/2024	762.40	103120
95216148	WEX BANK (CHEVRON) Invoice FEB24 FUEL FOR CITY VEHICLES	02/29/2024	1,878.90	103121
2024-0100	ZWORLD GIS Invoice JAN24 MAPPING/GIS SERVICES	02/29/2024	2,977.00	103122

PR04 02/22/24	INTERNAL REVENUE SERVICE	02/22/2024	18,544.65	DFT0003218
	Invoice PR04 02/22/24 FEDERAL TAX PAYMENT			
PR04 02/22/24	EDD-SDI	02/22/2024	1,743.17	DFT0003219
	Invoice PR04 02/22/24 SDI TAXES			
PR04 02/22/24	EDD-SIT	02/22/2024	6,162.36	DFT0003220
	Invoice PR04 02/22/24 SIT TAXES			
2/3/24-2/16/24 CLASSIC	CalPERS	02/22/2024	13,555.94	DFT0003221
	Invoice CLASSIC RETIREMENT CONTRIBUTION 2/3/24-2/16/24			
2/3/24-2/16/24 PEPRA	CalPERS	02/22/2024	10,776.89	DFT0003222
	Invoice PEPRA RETIREMENT CONTRIBUTION 2/3/24-2/16/24			



City of Carpinteria

COUNCIL AGENDA STAFF REPORT March 11, 2024

ITEM FOR COUNCIL CONSIDERATION

Adoption of Resolution No. 6293, Authorizing the Filing of the Transportation Development Claim for Fiscal Year 2024/25.

STAFF RECOMMENDATION

Adopt Resolution No. 6293, authorizing the filing of the Transportation Development Act Claim for Fiscal Year 2024/25.

Sample Motion: I move to adopt Resolution No. 6293, as read by title only.

BACKGROUND

The California Transportation Development Act (TDA) is a funding source for the development and support of public transportation needs. The TDA provides two major sources of funding- the Local Transportation Fund (LTF) and the State Transit Assistance Fund (STA). The City only claims LTF funding and not STA funding since it doesn't operate a transit system. The LTF Fund is a local fund in which the state deposits sales tax revenue to be used for transportation purposes defined by TDA.

As the state-designated Regional Transportation Planning Agency for Santa Barbara County, the Santa Barbara County Association of Governments (SBCAG) is responsible for administering the distribution of TDA funds to local agencies and for monitoring the subsequent use of those funds to ensure conformity with all TDA requirements. TDA funds are allocated to areas of each county based on population, taxable sales, and transit performance. The TDA provides funding for use by local agencies for a variety of transportation purposes with public transportation as the first priority. Other eligible purposes are regional transportation planning and programming, bicycle and pedestrian projects, and local street and road projects when certain conditions are met.

The purpose of this agenda matter is to adopt Resolution No. 6293, authorizing the filing of the Transportation Development Act Claim for Fiscal Year 2024/25.

DISCUSSION

Every year, SBCAG divides the estimated amount to be deposited in the TDA fund over the coming fiscal year among each local agency based on population percentages provided by the California Department of Finance. This amount is called the apportionment. The City's allocation is \$14,229 for Fiscal Year 2024/25. This is \$14 or 0.098-percent less than the Fiscal Year 2023/24 allocation. As of June 30, 2023, the City's audited TDA fund balance is \$15,464.

In order to receive the allocation in the upcoming fiscal year, the City must submit a claim to SBCAG describing how the apportionment will be used. These claims must be submitted to SBCAG by April 7, 2024. SBCAG Board approves the amount of funding to be distributed to each local agency and eligible uses of funds based on the claims submitted. SBCAG disburses the LTF each month when revenue comes in from the California Board of Equalization. When enough LTF accumulates, the City uses these funds for bike and pedestrian facilities, and pavement improvements.

Adoption of Resolution No. 6293 would enable the City to meet the April 7th deadline for filing the TDA claim.

POLICY CONSISTENCY

This item is in accordance with the regulations of the Transportation Development Act.

FINANCIAL CONSIDERATIONS

City will not be eligible to receive TDA funding if action is not taken.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

There are no legal or risk management concerns presented with this item.

OPTIONS

1. Adopt Resolution No. 6293, authorizing the filing of the Transportation Development Act Claim for Fiscal Year 2024/25.
2. The City Council could choose to not adopt Resolution No. 6293 and direct staff as appropriate; however, to receive the TDA funds for Fiscal Year 2024/25, the City must adopt the Resolution and submit to SBCAG the TDA Claim by April 7, 2024.

PRINCIPAL PARTIES EXPECTED AT MEETING

There are no principal parties expected at the meeting.

ATTACHMENTS

Attachment A: Resolution No. 6293
Attachment B: TDA Claim Documents

Staff contact:
Stephon Downes, Management Analyst
(805) 755-4446; stephond@carpinteriaca.gov

Reviewed by:
Michael Ramirez, City Manager
(805) 755-4400; michaelr@carpinteriaca.gov



Signature



Signature

ATTACHMENT A
Resolution No. 6293

RESOLUTION NO. 6293

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF CARPINTERIA
AUTHORIZING THE FILING OF A CLAIM WITH THE
SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS
FOR ALLOCATION OF TRANSPORTATION DEVELOPMENT ACT FUNDS
FOR FISCAL YEAR 2024/25**

WHEREAS, the Transportation Development Act (TDA), as amended (Public Utilities Code Section 99200 et seq.), provides for the allocation of funds from the Local Transportation Fund, for use by eligible claimants for various transportation purposes; and

WHEREAS, pursuant to the provisions of the TDA, as amended, and pursuant to the applicable rules and regulations thereunder (21) Cal. Code of Regulations Sections 6600 et seq.), a prospective claimant wishing to receive an allocation from the Local Transportation Fund or the State Transit Assistance Fund shall file its claim or amended claim with the Santa Barbara County Association of Governments, the designated Regional Transportation Planning Agency for Santa Barbara County.

NOW, THEREFORE, BE IT RESOLVED as follows:

The City Manager or his designee is authorized to execute and file an appropriate claim and necessary claim amendments pursuant to the terms of the TDA, as amended, and pursuant to applicable rules and regulations promulgated there under, together with all necessary supporting documents, with the Santa Barbara County Association of Governments for an allocation of TDA funds in Fiscal Year 2024/25.

SECTION 1. The authorized claim includes \$14,229 for pedestrian and bicycle facilities.

SECTION 2. A copy of this resolution shall be transmitted to the Santa Barbara County Association of Governments in conjunction with the filing of the claim.

PASSED, APPROVED AND ADOPTED on March 11, 2024 by the following called vote:

AYES: COUNCILMEMBER:

NOES: COUNCILMEMBER:

ABSENT: COUNCILMEMBER:

ABSTAIN: COUNCILMEMBER:

Mayor, City of Carpinteria

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk, City of Carpinteria

I hereby certify that the foregoing resolution was duly and regularly introduced and adopted at a regular meeting of the City Council of the City of Carpinteria held on March 11, 2024.

Brian C. Barrett, CMC, CPMC
City Clerk, City of Carpinteria

APPROVED AS TO FORM:

Jena Shoaf Acos, on behalf of Brownstein
Hyatt Farber Schreck, LLP acting as
City Attorney of the City of Carpinteria

ATTACHMENT B
TDA Claim Documents

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Article 3 Bike/ Ped	Article 4 Transit	Article 4.5 Community Transit	Article 8(a) Streets & Roads	Article 8(c) Transit	REQUIRED FORMS CHECKLIST	
					Claimant:	City of Carpinteria
Cities and County	COLT, Guad., SBMTD, SMAT, SYVT	CTSAs: Easy Lift and SMOOTH	Cities and County	County	Document Name	
X	X	X	X	X	Document A: Claim Form	
X	X	X	X	X	Document B: Resolution	
	X	X		X	Document C: Productivity Improvement	
					Document D: Fiscal Reporting	
	X	X		X	Part A Proposed Operating Budget	
	X	X		X	Part B Proposed Capital Budget	
X	X	X	X	X	Document E: Project Description & RTP Conformity	
	X	X		X	Document F: Maximum Transit Allocation	
					Document G: Fare and Local Support Ratios	
	X			X	G.1 Fixed Route	
	X (not SBMTD)	X			G.2 Demand Response	
	X (not SBMTD)				G.3 Systemwide (combined)	
					Document H: Standard Assurances	
	SBMTD Only	X			H.1 Fiscal Audit	
		X			H.2 LTF ≤ 50% of CTSA's operating budget	
	X	X		X	H.3 State Controller Annual Report **	
X			X		H.4 State Controller Annual Report **	
	X	X		X	H.5 Retirement System Funding	
	X	X		X	H.6 Staffing of Vehicles	
	X	X		X	H.7 Budget Increase *	
	X	X		X	H.8 CHP Certification **	
	X	X		X	H.9 Fares for Senior and Disabled	
	X	X		X	H.10 Accessibility to Disabled	
	X			X	H.11 Contract for Transit Services **	
		X			H.12 Operations Plan and Budget **	
		X			H.13 Indemnify, Hold Harmless; Insurance **	
	COLT & SYVT Only				H.14 5% Demand Response	
			X		H.15 Unmet Needs *	

*attachments may be required

**attachments required

**I hereby certify that I have completed all forms necessary to
comply with the requirements of the Transportation
Development Act.**

Signature:

 FOR LICETTE MALDONADO

Date:

3/11/2024

Submitted by:

Name: Licette Maldonado
Title: Administrative Services Director
E-mail: licettem@carpinteriaca.gov
Phone: (805) 755-4448

DOCUMENT A (Continued)

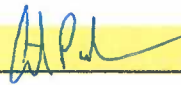
State Transit Assistance			
22	Transportation Planning		
23	Mass Transportation		
24	TOTAL STA	\$	-

25 TOTAL TRANSPORTATION DEVELOPMENT ACT CLAIM \$ 14,229.00
(add lines 20 and 24)

Claimant acknowledges that payment by the County Auditor of an allocation made by the Association of Governments is subject to such monies being on hand and available for distribution and to the provision that such moneys be used only in accordance with the terms of the allocation instruction issued by the Association of Governments

26 By: Licette Maldonado
27 Title: Administrative Services Director
28 Date: 3/11/2024

I hereby attest to the reasonableness and accuracy of the financial statements included in Documents C, D, F, and G. (Sec. 6632)

29 Signed:  For LICETTE MALDONADO
30 Name: Licette Maldonado
31 Title: Administrative Services Director

Reference: CCR Section 6630

DOCUMENT A (Instructions on pages 4-3 and 4-4)

TRANSPORTATION DEVELOPMENT ACT CLAIM FORM
(All claimants must complete this document)

Line

1 Project Year (FY) 2024-2025

2 Claimant City of Carpinteria

3 Address 5775 Carpinteria Avenue, Carpinteria, CA 93013

4 Contact Person Licette Maldonado Title Administrative Services Director

5 Telephone Number (805) 755-4448

6 The above named claimant hereby applies for allocations of Transportation Development Act funds for FY 2024-2025 for the purposes and in the amount(s) specified below:

Purpose	Apportionment	Claimed
Local Transportation Fund		
Regional Transportation Planning (PUC 99262 & 99402)		\$ -
<i>less amount released to SBCAG</i>	<i>minus</i>	\$ -
8 Pedestrian & Bikeway Facilities (PUC 99234)	14,229	\$ 14,229.00
9 Articles 4 & 8:		
<i>less amounts released to:</i>		
10	<i>minus</i>	
11	<i>minus</i>	
	<i>minus</i>	
	<i>minus</i>	
	<i>minus</i>	
	<i>minus</i>	
<i>plus amounts released from:</i>		
13	<i>plus</i>	
14	<i>plus</i>	
15	<i>plus</i>	
16 Article 4 Transit (PUC 99260)		\$ -
17 Article 4.5 Community Transit (PUC 99275)		\$ -
18 Article 8a Streets & Roads (PUC 99400a)		
19 Article 8c Transit Contracts (PUC 99400c)		
20 TOTAL LTF	\$ 14,229.00	\$ 14,229.00
21 Amount to be held in reserve (CCR 6648)		
By Claimant <u></u> By SBCAG <u></u>		

DOCUMENT E (Instructions on page 4-9)

PROJECT DESCRIPTION & REGIONAL TRANSPORTATION PLAN CONFORMITY
(All claimants must complete this document)

Complete sections for **every article** under which you are claiming TDA funds.

ARTICLE 3 BIKE/PED CLAIMS [Cities and County]

Describe how you plan to use LTF Article 3 Bike/Ped funds. Include, as applicable, location, type of bike facility, length of project (if bike lane), construction start date, and expected date of opening.

Pedestrian and bikeway maintenance projects.

List the corresponding RTP project and/or page numbers.

List the corresponding local bicycle plan project and/or page numbers.

ARTICLE 4 TRANSIT CLAIMS [COLT, Guadalupe, SBMTD, SMAT, and SYVT]

Describe how you plan to use LTF Article 4 Transit funds. Include, as applicable, type of project, construction start date, expected date of opening.

List the corresponding RTP project and/or page numbers.

ARTICLE 4.5 COMMUNITY TRANSIT SERVICES CLAIMS [Easy Lift and SMOOTH]

Describe how you plan to use LTF Article 4.5 CTSA funds. Include, as applicable, type of project, construction start date, expected date of opening.

List the corresponding RTP project and/or page numbers.

ARTICLE 8(c) TRANSIT CLAIMS [County only]

Describe how you plan to use LTF Article 8 Transit funds. Include, as applicable, type of project, construction start date, expected date of opening.

List the corresponding RTP project and/or page numbers.

ARTICLE 8(a) STREETS AND ROADS CLAIMS [Cities and County, if applicable]

Describe how you plan to use LTF Article 8 Streets/Roads funds. Include, as applicable, type of project, construction start date, expected date of opening.

Reference: CCR Section 6651

DOCUMENT H (Instructions on page 4-14)

STANDARD ASSURANCES FOR APPLICANTS – LTF
(All claimants must complete this document)

CLAIMANT ASSURANCES: Initial Each Section or Indicate N/A.

- N/A 1) Claimant certifies that it maintain for the project year the ratio of fare revenues and local funds to operating cost at least equal to the ratios adopted by SBCAG (SBCAG Resolution 10-35, SBCAG Resolution 14-34 for City of Lompoc).
Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)
- N/A 2) Claimant that received an allocation of LTF funds for an extension of service pursuant to PUC 99268.8/CCR 6619.1 certifies that it will file a report of these services pursuant to CCR 6633.8b within 90 days after the close of the fiscal year in which that allocation was granted.
Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)
- N/A 3) Claimant filing a claim for TDA funds for capital intensive projects certifies that it has made every effort to obtain federal funding pursuant to PUC 99268.7 and/or CCR 6754(a)(3).
Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)
- N/A 4) Claimant certifies it has submitted a satisfactory, independent fiscal audit, with required certification statement, to SBCAG and to the State Controller, pursuant to PUC 99245 and 21 CCR 6664, for the prior fiscal year (project year minus two). Claimant also assures this audit requirement will be completed for the current fiscal year (project year minus one).
Date of submittal to State Controller: _____
Date of submittal to SBCAG: _____
Applies to SBMTD, Easy Lift, and SMOOTH. SBCAG contracts for and submits fiscal audits for all other TDA claimants.
- N/A 5) Claimant certifies that, per SBCAG Resolution 90-1, no more than 50% of the CTSA's operating budget for the year came from LTF. Claimant also certifies that its fiscal audit contains verification of this limitation (e.g., "[Easy Lift/SMOOTH] is [not] in compliance with requirement, per SBCAG Resolution 90-1, that no more than 50% of [Easy Lift's/SMOOTH's] operating budget for the year came from Local Transportation Funds.").
Applies to Article 4.5 (CTSAs)
- N/A 6) Claimant certifies it has submitted an annual report, documenting agency operations, in conformance with the uniform system of accounts and records, to SBCAG and to the State Controller, pursuant to PUC 99243, for the prior year (project year minus two). Claimant assures this report will be audited by an independent CPA. Claimant also assures this report will be completed for the current fiscal year (project year minus one).
Date of submittal to State Controller: _____
Date of submittal to SBCAG: _____
Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)
- 68 7) Claimant certifies it has submitted an annual report, regarding expenditure of funds received, to the State Controller, pursuant to 21 CCR 6665, for the prior year (project year minus two). Claimant assures this report will be audited by an independent CPA. Claimant also assures this report will be completed for the current fiscal year (project year minus one).
Date of submittal to State Controller: 11/30/2023
Applies to Articles 3 (bike/ped) and 8 (streets/roads)
- 8) Claimant certifies that (initial one):

DOCUMENT H (Continued)
(Instructions on page 4-15)

- N/A a) the current cost of its retirement system is fully funded with respect to the officers and employees of its public transportation system (PUC 99271(a)); or
- N/A b) the operator is implementing a plan approved by SBCAG which will fully fund the retirement system for such officers and employees within 40 years (PUC 99271(a)); or
- N/A c) the operator has a private pension plan which sets aside and invests, on a current basis, funds sufficient to provide for the payment of future pension benefits and which is fully compliant with the requirements stated in PUC 99272 and 99273.
Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)
- N/A 9) Claimant certifies that, pursuant to PUC 99264, it does not routinely staff, with two or more persons, a vehicle for public transportation purposes designed to be operated by one person.
Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)
- N/A 10) Claimant certifies that the transit operator's operating budget has not increased more than 15% over the preceding year, and does not include a substantial increase or decrease in scope of operations or capital budget provisions for major new fixed facilities. ***If the budget does include such changes, documentation is attached*** that identifies and substantiates the reason and need for the changes, pursuant to PUC 99266, CCR 6632(b). E.g., if there is a substantial change between the capital expenditures proposed in this claim and those described in the claimant's Short Range Transit Plan (SRTP) or Transit Development Program (TDP), the claimant must provide a statement that substantiates the need for this change. If the claimant has neither a SRTP nor a TDP, the claimant must provide a statement that describes the need for the proposed capital expenditure.
ATTACHMENTS MAY BE REQUIRED
Statement:
-
- Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)***
- N/A 11) Claimant certifies that ***attached is certification from the Department of California Highway Patrol*** (CHP), completed within the last 13 months, that indicates the operator is in compliance with Section 1808.1 of the Vehicle Code. Section 1808.1 of the Vehicle Code requires, among other things, that operators participate in a pull notice system for obtaining current driver records from the Department of Motor Vehicles.
ATTACHMENTS REQUIRED
Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)
- N/A 12) Claimant certifies it is in compliance with PUC 99155: if it offers reduced fares to seniors, it offers the same reduced rate to disabled persons, handicapped persons, and disabled veterans, and it honors the federal Medicare card for identification to receive reduced fares.
Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)
- N/A 13) Claimant certifies it is in compliance with PUC 99155.5: dial-a-ride and paratransit services are accessible to handicapped persons and the service is provided to persons without regard to vehicle ownership and place of residence.
Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)
- N/A 14) Claimants that contract with another entity or entities for transit service certify that a copy of ***the contract negotiated with that entity is attached***, pursuant to CCR 6630.
ATTACHMENTS REQUIRED
Applies to Articles 4 (transit) and 8 (transit)

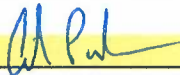
DOCUMENT H (Continued)
(Instructions on page 4-15)

- N/A 15) Claimant certifies that, per SBCAG Resolution 90-1, **attached to this claim is an operations plan and budget** that describes existing and proposed service, and report on progress of coordination and consolidation objectives.
ATTACHMENTS REQUIRED
Applies to Article 4.5 (CTSAs)

DOCUMENT H (Continued)
(Instructions on page 4-15)

- N/A 16) Claimant certifies that, per SBCAG Resolution 90-1, it has attached an agreement to indemnify and hold harmless SBCAG from any claims, judgments or liabilities against the claimant. Claimant certifies it has also attached proof of insurance coverage, with limits of general liability to be specified.
ATTACHMENTS REQUIRED
Applies to Article 4.5 (CTSAs)
- N/A 17) Claimant certifies that in its TDA claim, not less than 5% of the amount claimed under Article 4 will be expended for demand-response service for the elderly and individuals with disabilities, per SBCAG Resolution 90-1.
Applies to Articles 4 (transit) in service areas without a designated CTSA [COLT, SYVT]
- N/A 18) If SBCAG has found that there are unmet transit needs that are reasonable to meet within its jurisdiction, the claimant certifies it has attached a summary of the actions it plans to take to meet the needs.
ATTACHMENTS MAY BE REQUIRED
Applies to Article 8 (streets/roads)
- N/A 19) Claimant certifies that pursuant to CCR § 6633 and PUC § 99268(c) it shall maintain farebox ratios in providing transit services as follows: Urbanized 20%, Non-Urbanized and ADA 10%

The undersigned (must be the individual named in the authorizing resolution) hereby certifies that the above statements are true and correct.

Signature:  For LICETTE MALDONADO

Name: Licette Maldonado

Title: Administrative Services Director

Date: 3-11-24



City of Carpinteria

COUNCIL AGENDA STAFF REPORT March 11, 2024

ITEM FOR COUNCIL CONSIDERATION

Adoption of a Resolution for Designation of Applicant's Agent as part of requirements for City to receive obligated Federal Public Assistance and State-California Disaster Assistance (CDAAs) funds through CalOES and FEMA.

STAFF RECOMMENDATION

Adopt resolution No. 6294, designating the City Manager, Administrative Services Director and Public Works Director as Agents for the City of Carpinteria within the California Office of Emergency Services.

Sample Motion: I move to adopt Resolution No. 6294, as read by title only.

BACKGROUND

Following the declarations of emergency at the state and local levels for the January 2023 storms (FEMA 4683-DR-CA), the City is eligible to seek public assistance from the Federal Emergency Management Agency (FEMA) and the California Governor's Office of Emergency Services (Cal OES). This means that the City will be able to seek reimbursement for direct costs associated with responding to the January 2023 storms.

Cal OES requires a resolution that designates agents on behalf of the public agency (attachment).

DISCUSSION

The previous Resolution No. 5957 has expired. In order to facilitate the disbursement of previously awarded funds totaling \$27,330.20 for emergency response work, which includes the restoration of access to the Carpinteria Creek Bike Path, the City is required to revise its designation of agents with CalOES through a universal resolution. These declarations maintain validity for a duration of three (3) years.

POLICY CONSISTENCY

Adhering to Federal procurement standards (Title 2 of the Code of Federal Regulations Section 200.31 8-200.326) and FEMA's Program Policy is a condition of receiving Public Assistance funding for eligible goods and services.

FINANCIAL CONSIDERATIONS

Designating agents allows the City to receive reimbursements from FEMA and OES for any costs incurred by the City that meet both Federal and State reimbursement guidelines. Declining to Designate Applicant's Agent would make the City unable to receive any reimbursements for costs incurred that meet both Federal and State reimbursement guidelines.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

There are no legal or risk management consideration presented with this item.

OPTIONS

1. Adopt Resolution No. 6294, as read by title only.
2. Do not adopt Resolution No. 6294, as read by title only.

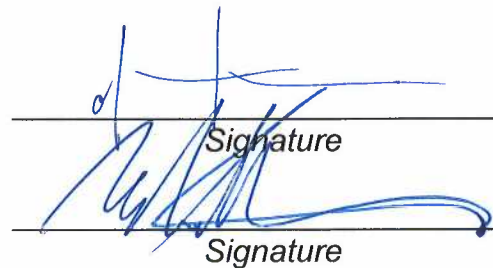
ATTACHMENTS

A: OES-FPD-130

B: Notice of Obligation

Staff contact: Olivia Uribe Mutal, Program Manager
(805) 755-4450, oliviau@carpinteriaca.gov

Reviewed by: Michael Ramirez, City Manager
(805) 755-4450, michaelr@carpinteriaca.gov



Signature

Signature

ATTACHMENT A



DESIGNATION OF APPLICANT'S AGENT RESOLUTION FOR NON-STATE AGENCIES

BE IT RESOLVED BY THE City Council OF THE City of Carpinteria
(Governing Body) (Name of Applicant)

THAT City Manager, OR
(Title of Authorized Agent)

Administrative Services Director, OR
(Title of Authorized Agent)

Public Works Director
(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the City of Carpinteria,
(Name of Applicant)

a public entity established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining federal financial assistance for any existing or future grant program, including, but not limited to any of the following:

- **Federally declared Disaster (DR), Fire Mitigation Assistance Grant (FMAG), California State Only Disaster (CDAA), Immediate Services Program (ISP), Hazard Mitigation Grant Program (HMGP), Building Resilient Infrastructure and Communities (BRIC), Legislative Pre-Disaster Mitigation Program (LPDM)**, under
- Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.
- **Flood Mitigation Assistance Program (FMA)**, under Section 1366 of the National Flood Insurance Act of 1968.
- **National Earthquake Hazards Reduction Program (NEHRP)** 42 U.S. Code 7704 (b) ((2) (A) (ix) and 42 U.S. Code 7704 (b) (2) (B) National Earthquake Hazards Reduction Program, and also The Consolidated Appropriations Act, 2018, Div. F, Department of Homeland Security Appropriations Act, 2018, Pub. L. No. 115-141
- **California Early Earthquake Warning (CEEW)** under CA Gov Code – Gov, Title 2, Div. 1, Chapter 7, Article 5, Sections 8587.8, 8587.11, 8587.12

That the City of Carpinteria, a public entity established under the
(Name of Applicant)

laws of the State of California, hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.



Please check the appropriate box below

- ☒ This is a universal resolution and is effective for all open and future disasters/grants declared up to three (3) years following the date of approval.
- ☐ This is a disaster/grant specific resolution and is effective for only disaster/grant number(s): _____

Passed and approved this 11th day of March, 20 24

Al Clark, Mayor
(Name and Title of Governing Body Representative)

Natalia Alarcon, Vice Mayor
(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

CERTIFICATION

I, Brian C. Barrett, duly appointed and City Clerk of
(Name) (Title)

City of Carpinteria, do hereby certify that the above is a true and
(Name of Applicant)

correct copy of a resolution passed and approved by the City Council
(Governing Body)

of the City of Carpinteria on the 11th day of March, 20 24.
(Name of Applicant)

(Signature)

City Clerk
(Title)

Jena Shoaf Acos, on behalf of Brownstein Hyatt Farber Schreck, LLP
acting as City Attorney of the City of Carpinteria



Cal OES Form 130 Instructions

A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted resolution is older than three (3) years from the last date of approval, is invalid, or has not been submitted.

When completing the Cal OES Form 130, Applicants should fill in the blanks on pages 1 and 2. The blanks are to be filled in as follows:

Resolution Section:

Governing Body: This is the group responsible for appointing and approving the Authorized Agents.

Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

Name of Applicant: The public entity established under the laws of the State of California.

Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

Authorized Agent: These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the California Governor's Office of Emergency Services regarding grants for which they have applied. There are two ways of completing this section:

1. **Titles Only:** The titles of the Authorized Agents should be entered here, not their names. This allows the document to remain valid if an Authorized Agent leaves the position and is replaced by another individual. If "Titles Only" is the chosen method, this document must be accompanied by either a cover letter naming the Authorized Agents by name and title, or the Cal OES AA Names document. The supporting document can be completed by any authorized person within the Agency (e.g., administrative assistant, the Authorized Agent, secretary to the Director). It does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names **and** titles of the Authorized Agents would be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document, or their title changes.



Checking Universal or Disaster-Specific Box: A Universal resolution is effective for all past disasters and for those declared up to three (3) years following the date of approval. Upon expiration it is no longer effective for new disasters, but it remains in effect for disasters declared prior to expiration. It remains effective until the disaster goes through closeout unless it is superseded by a newer resolution.

Governing Body Representative: These are the names and titles of the approving Board Members.

Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents. A minimum of three (3) approving board members must be listed. If less than three are present, meeting minutes must be attached in order to verify a quorum was met.

Certification Section:

Name and Title: This is the individual in attendance who recorded the creation and approval of this resolution.

Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member. If a person holds two positions (such as City Manager and Secretary to the Board) and the City Manager is to be listed as an Authorized Agent, then that person could sign the document as Secretary to the Board (not City Manager) to eliminate "Self-Certification."

ATTACHMENT B

GAVIN NEWSOM
GOVERNOR



NANCY WARD
DIRECTOR

August 10, 2023

Olivia Uribe-Mutal
Program Manager
Carpinteria, City of
5775 Carpinteria Avenue
Carpinteria, CA 93013

Subject: Notification of Obligation
Public Assistance and CDAA Grants Program
FEMA-4683-DR-CA, Cal OES ID: 083-11446

Dear Olivia Uribe-Mutal:

Obligation The California Governor's Office of Emergency Services has attached
Notification the Project Application Summary and Exhibit C for Package #66.
Please see the table below for further obligation details.

Obligation Details	Package / DSR Obligation Amount	Cumulative Amount Obligated
Federal-Public Assistance	\$21,435.45	\$21,435.45
State-California Disaster Assistance Act (CDAA)	\$5,894.75	\$5,894.75
Total	\$27,330.20	\$27,330.20

Payment Process For Disaster numbers 4382 and prior, funds will be paid in accordance with the following disbursement table:

Project Status	Federal Funds Disbursement Process	State Funds Disbursement Process
Small Projects less than 100% complete	Automatic advance of federal share	Automatic advance of state share and administrative allowance. Retention held until 100% complete.
Small Projects 100% complete	Automatic payment of federal share	Automatic payment of state share and administrative allowance.
Large Projects less than 100% complete	All funds (less retention) will be paid on a reimbursement basis	Advance administrative allowance only. All other funds (less retention) will be paid on a reimbursement basis.
Large Projects 100% complete	Automatic payment of federal share for entire project	Automatic payment of state share and administrative allowance.

3650 SCHRIEVER AVENUE • MATHER, CA 95655
RECOVERY FINANCIAL PROCESSING UNIT
(916) 845-8110 • (916) 636-3880 FAX

Payment Process - Continued For Disaster numbers 4407 and forward, funds will be paid in accordance with the following disbursement table:

Project Status	Federal Funds Disbursement Process	State Funds Disbursement Process
Small Projects less than 100% complete	Automatic advance of federal share.	Automatic advance of state share and administrative allowance. Retention held until 100% complete.
Small Projects 100% complete	Automatic payment of federal share.	Automatic payment of state share and administrative allowance. Retention held until closeout.
Large Projects less than 100% complete	All funds (less retention) will be paid on a reimbursement basis.	Advance administrative allowance only. All other funds (less retention) will be paid on a reimbursement basis.
Large Projects 100% complete	Automatic payment of federal share for entire project	Automatic payment of state share and administrative allowance.

For this Package, payment will be automatically disbursed as follows:

Payment Details	Amount Automatically Paid
Federal-Public Assistance	\$0
State-CDAA	\$0
Total	\$0

For those large projects with a work completion of less than 100 percent, a Reimbursement Request form has also been included with this Package.

Federal and State funds will be issued separately by the State Controller's Office. Please be advised that state warrants have a one-year period of negotiability.

Required Documents To receive funds, the following forms must be on file with our office:

Form	Received by Cal OES?
Project Assurances for Federal Assistance (Cal OES 89)	No
Designation of Applicants Agent Resolution (Cal OES 130)	No
SAM.gov Active Registration	Yes
FFATA Financial Disclosure (Required Fiscal Year Annually) (2018 and forward)	No
Payee Data Record (STD. 204)	No

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RECOVERY FINANCIAL PROCESSING UNIT
(916) 845-8110 • (916) 636-3880 FAX

**Program
Requirements –
General**

As a requirement of this program, a special fund for the deposit of the state warrant must be established upon receipt of any advance funding. Under no circumstances are expenditures to be made for any damages other than those approved in this application. Any funds received in excess of current needs or approved amounts, or those found owed as a result of an audit or final inspection, must be refunded to the State within 30 days upon receipt of an invoice from the California Governor's Office of Emergency Services.

**Federal
Program
Audit
Requirements**

As a recipient of federal funds, your organization is subject to the Federal Single Audit Act of 1984 and the Single Audit Act Amendments of 1996. Part of your report requirements under the Act and Amendments include the preparation of a Schedule of Expenditures of Federal awards. The following information is provided to assist in the accurate completion of the Schedule:

Federal Grantor Agency	U.S. Department of Homeland Security - Federal Emergency Management Agency
Pass-Through Agency	California Governor's Office of Emergency Services
Program Title	Public Assistance Grants
Federal CFDA Number	97.036
Pass-Through Grantor's Number	FEMA-4683-DR-CA, Cal OES ID: 083-11446

**Appeal
Process**

Please compare the enclosed obligated Project Worksheet(s) (PW) with your copy of the original PW(s). In accordance with Title 44 Code of Federal Regulations, Section 206.206(a), if you disagree with FEMA's obligated amount(s) or scope of work for the Version 0 PW(s) addressed in this Package, you must appeal FEMA's determination within 60 days from receipt of this letter. The appeal must contain documented justification supporting your position and be addressed to the Assistant Director of Recovery. Please submit your letter of appeal to the following mailing address:

California Governor's Office of Emergency Services
Recovery Division, Public Assistance
3650 Schriever Avenue
Mather, California 95655

**Questions
and
Inquiries**

Please note, for all other PW versions, you will receive notification under separate cover from Cal OES's Public Assistance Section.

For appeal assistance, contact Public Assistance at (916) 845-8200 or DisasterRecovery@caloes.ca.gov. For assistance regarding this letter, contact the Recovery Financial Processing Unit's main line at (916) 845-8110, or email address at RecoveryPayments@caloes.ca.gov.

RECOVERY FINANCIAL PROCESSING UNIT

Enclosure(s)
c: Subrecipient's Project File

3650 SCHRIEVER AVENUE • MATHER, CA 95655
RECOVERY FINANCIAL PROCESSING UNIT
(916) 845-8110 • (916) 636-3880 FAX

STATE OF CALIFORNIA		GAVIN NEWSOM, Governor	
		Cal OES ID:	083-11446
		Supplement Number:	66
		Disaster Number:	4683
PROJECT APPLICATION APPROVAL			
CALIFORNIA DISASTER ASSISTANCE ACT PROGRAM			
1. SUBRECIPIENT'S NAME AND ADDRESS	2. AUTHORIZED AGENT		
Carpinteria, City of 5775 Carpinteria Avenue Carpinteria CA 93013 United States	Dave Durflinger City Manager		
3. PROJECT SUMMARY	CATEGORY OF WORK	AMOUNT APPROVED BY STATE	
	A - DEBRIS REMOVAL	\$0	
	B - EMERGENCY PROTECTIVE MEASURES	\$0	
	C - ROAD SYSTEMS REPAIRS	\$0	
	D - DIKES, LEVEES & FLOOD CONTROL WORKS	\$0	
	E - PUBLIC BUILDINGS	\$0	
	F - UTILITIES	\$0	
	G- OTHER	\$5,358.86	
	H - FIRE SUPPRESSION	\$0	
	Z - FEDERAL ADMINISRATIVE COSTS	\$0	
Obligation Summary			
Dam.Cat.	Supplement #	FEMA DSR#/PW#	Total Obligation
G: Parks, Recreational and Other Facilities	66	PW-47-0	\$5,358.86
Desc:			
	Subtotal for Category:		\$5,358.86
	ADMINISTRATIVE ALLOWANCE:		\$535.89
	TOTAL THIS SUPPLEMENT:		\$5,894.75
	TOTAL NOW APPROVED FOR APPLICATION:		\$5,894.75
SIGNATURE: Trang Asistio			
DATE APPROVED: 8/8/2023			
CDA Form 1a (7/21) OES 126A			

Report Generated on:	08/04/2023 17:40
Disaster Number:	4683
Applicants:	"083-11446-00"
Report Format:	Detail

Date: 08/04/2023 17:40									
Federal Emergency Management Agency									
Public Assistance Grant Summary (P.5)									
Disaster: FEMA-4683-DR-CA									
Number of Records: 1 HOLD 083-11446-00									
Applicant ID: 083-11446-00					Applicant: CARPINTERIA				
Bundle #	Date Approved	PW #	Cat	Fund Code	Cost Share	Project Amount (\$)	Federal Share (\$)	Subgrantee Admin (\$)	Total Approved (\$)
PA-09-CA-4683-PW-00047(66)	08-03-2023	PA-09-CA-4683-PW-00047(0)	G	06	N	28,580.60	21,435.45	0.00	21,435.45
Applicant Total in Bundle PA-09-CA-4683-PW-00047(66) (1 PW)				06		28,580.60	21,435.45	0.00	21,435.45
APPLICANT TOTAL: 083-11446-00 (1 PW)						28,580.60	21,435.45	0.00	21,435.45
TOTAL for report: (1 PW)						28,580.60	21,435.45	0.00	21,435.45

Report Generated on:	08/04/2023 17:39
Data Captured As Of:	08/04/2023 17:39
Disaster Number:	4683
Bundle:	PA-09-CA-4683-PW-00047
Applicant:	083-11446-00

Capture Date: 08/04/2023 17:39

Federal Emergency Management Agency

Project Application Grant Report (P.2)

Disaster: FEMA-4683-DR-CA

Number of Records: 1

Applicant ID: 083-11446-00
Bundle # : PA-09-CA-4683-PW-00047(66)

Applicant: CARPINTERIA

PW #	Cat	Fund Code	Cost Share	Projected Completion Date	Approved PW Amount (\$)
PA-09-CA-4683-PW-00047(0)	G	06	N	07-14-2024	28,580.60

Facility Number:

1

Facility Name:

Damage #1310928; Carpinteria Creek Bike Path

Location:

Carpinteria Creek Bike Path adjacent to Creek & below Rt 101.

1310928 Carpinteria Creek Bike Path

Work Completed

The applicant utilized contract for the repairs to Capenteria, City of facilities to restore back to pre-disaster design, function, use, and capacity. Work was completed within the existing footprint, and with in-kind repairs.

Site 1: Carpenteria Creek Bike Path: (GPS: 34.394281, -119.510357)

A. Reconstructed bike path, 26 CY of cementous material, 70 LF x 10 FT wide x 1 FT deep, Severe storm caused interment wash out of bike trail, 100% work completed.

B. Reconstructed embankment, 10 CY of embankment, 70 x 5 FT wide x 3 FT deep, Severe storm caused interment wash out of bike trail, 100% work completed.

1. Contract - \$28,580.60

Work Completed Total: \$28,580.60

Project Notes:

1. Scope and cost were developed based on applicant cost summaries and certification included in the Small Permanent Work Project Certifications and Acknowledgements. See attachments - Signed_DR4683CA_711951_Small Permanent Work Project Certifications and Acknowledgements.pdf

2. Contractor (Elite General Engineering Inc) repaired the damage by raising the pavement to grade with jacks, pumping approximately 26 CY of cementitious material as backfill, and replacing approximately 10 CY of boulder stone riprap. The riprap was recovered from the site. See attachment - Bike Path Documentation - City of Carpinteria.pdf

3. CRC Specialist completed Firmette Map - Flood Zone AE/100 year flood plane. See attachment - FIRMETTE - City of Carpinteria - Flood Zone AE.pdf

4. Per PDMG, verbally confirmed no final disposal site for the damaged concrete. Explained the concrete was jacked up to its original position and a concrete slurry was pumped under it to replace the washed-out subbase.

Scope of Work:

5. Dates work performed - December 27, 2022, through January 31, 2023

1 PW	PWs (\$)	Subgrantee Admin Exp. (\$)	Total (\$)
Amount Eligible (\$)	28,580.60	0.00	28,580.60
Federal Share (\$)	21,435.45	0.00	21,435.45

Capture Date: 08/04/2023 17:39

Federal Emergency Management Agency

Project Application Grant Report (P.2)

Disaster: FEMA-4683-DR-CA

Number of Records: 1

PA-09-CA-4683-PW-00047(0) <u>P</u>	
Applicant Name:	Application Title:
CARPINTERIA	711951 - Carpinteria Creek Bike Path
Period of Performance Start:	Period of Performance End:
01-14-2023	07-14-2024

Subgrant Application - Entire Application

Application Title: 711951 - Carpinteria Creek Bike Path

Application Number: PA-09-CA-4683-PW-00047(0)

Application Type: Subgrant Application (PW)

Preparer Information

Prefix
First Name JOSEPH
Middle Initial E
Last Name DOWNING
Title PDMG
Agency/Organization Name California Governor's Office of Emergency Services (CalOES)
Address 1 3650 Schriever Avenue
Address 2
City Mather
State CA
Zip 95655 - 4203
Phone 916-845-8224
Email David.Gillings@caloes.ca.gov

Is the application preparer the Point of Contact? No

Point of Contact Information

Prefix
First Name Olivia
Middle Initial
Last Name Uribe-Mutal
Title Program Manager
Agency/Organization Carpinteria, City of
Address 1 5775 Carpinteria Avenue
Address 2
City Carpinteria
State CA
ZIP 93013
Phone 805-755-4450
Fax

Email OliviaU@carpinteriaca.gov

Alternate Point of Contact Information

Prefix

First Name

Dave

Middle Initial

Last Name

Durflinger

Title

City Manager

Agency/Organization

Address 1

Address 2

City

State

ZIP

Phone

805-755-4400

Fax

Email

DaveD@carpinteriaca.gov

Project Description

Disaster Number: 4683

Pre-Application Number: PA-09-CA-4683-RPA-0037

Applicant ID: 083-11446-00

Applicant Name: CARPINTERIA

Subdivision:

Project Number: 711951

Standard Project Number/Title: 799 - Recreational or Other

Please Indicate the Project Type: Neither Alternate nor Improved

Application Title: 711951 - Carpinteria Creek Bike Path

Category: G.RECREATIONAL OR OTHER

Percentage Work Completed? 100.0 %

As of Date: 05-18-2023

Comments

Attachments

Damage Facilities (Part 1 of 2)

Facility (Site) Number	Facility (Site) Name	Address	County	City	State	ZIP	Previously Damaged?	Action
1	Damage #1310928; Carpinteria Creek Bike Path				CA		No	

Comments

Attachments

Facility (Site) Name:	Damage #1310928; Carpinteria Creek Bike Path
Address 1:	
Address 2:	
County:	
City:	
State:	CA
ZIP:	
Damage Category:	G
Was this facility (site) previously damaged?	No
Percentage Work Completed?	100.00 %
Location:	PA-09-CA-4683-PW-00047(0): Carpinteria Creek Bike Path adjacent to Creek & below Rt 101.
Damage Description and Dimensions:	PA-09-CA-4683-PW-00047(0): The Disaster #4683DR, which occurred between 12/27/2022 and 1/31/2023, caused: Damage #1310928; Carpinteria Creek Bike Path General Facility Information: Facility Type: Parks, Cemeteries, and Recreational Facilities Facility: Carpinteria Creek Bike Path Facility Description: The City of Carpinteria placed Carpinteria creek which flows adjacent to the Wastewater Treatment Plant property caused erosion along the northernly embankment of the creek. Approx. Year Built: 2020 Location Description: Carpinteria Creek Bike Path adjacent to Creek & below Rt 101. GPS Latitude/Longitude: 34.39428, -119.51036 General Damage Information: Date Damaged: 1/9/2020 Cause of Damage: Severe Storm and Flooding of December 27, 2022 through January 31, 2023, heavy rains produced flooding throughout Carpinteria, CA causing excessively high flow in Carpinteria Creek Facility Damage: Site 1: Carpinteria Creek Bike Path: (GPS: 34.394281, -119.510357): Bike Path, 26 CY of base, cementous material, 70 LF long x 10 FT wide x 1 FT deep, severe storms and flooding caused internment wash out, 100% work completed. Enbankment, 10 CY of Rip Rap, 70 LF long x 5 FT wide x 3 FT deep, Severe Storms and Flooding caused intermittent wash out, 100% work completed.
Scope of Work:	PA-09-CA-4683-PW-00047(0): 1310928 Carpinteria Creek Bike Path Work Completed

The applicant utilized contract for the repairs to Carpinteria, City of facilities to restore back to pre-disaster design, function, use, and capacity. Work was completed within the existing footprint, and with in-kind repairs.

Site 1: Carpinteria Creek Bike Path: (GPS: 34.394281, -119.510357)

A. Reconstructed bike path, 26 CY of cementous material, 70 LF x 10 FT wide x 1 FT deep, Severe storm caused interment wash out of bike trail, 100% work completed.

B. Reconstructed embankment, 10 CY of embankment, 70 x 5 FT wide x 3 FT deep, Severe storm caused interment wash out of bike trail, 100% work completed.

1. Contract - \$28,580.60

Work Completed Total: \$28,580.60

Project Notes:

1. Scope and cost were developed based on applicant cost summaries and certification included in the Small Permanent Work Project Certifications and Acknowledgements. See attachments - Signed_DR4683CA_711951_Small Permanent Work Project Certifications and Acknowledgements.pdf

2. Contractor (Elite General Engineering Inc) repaired the damage by raising the pavement to grade with jacks, pumping approximately 26 CY of cementitious material as backfill, and replacing approximately 10 CY of boulder stone riprap. The riprap was recovered from the site. See attachment - Bike Path Documentation - City of Carpinteria.pdf

3. CRC Specialist completed Firmette Map – Flood Zone AE/100 year flood plane. See attachment - FIRMETTE - City of Carpinteria - Flood Zone AE.pdf

4. Per PDMG, verbally confirmed no final disposal site for the damaged concrete. Explained the concrete was jacked up to its original position and a concrete slurry was pumped under it to replace the washed-out subbase.

5. Dates work performed - December 27, 2022, through January 31, 2023

Hazard Mitigation Proposal

* Is effective mitigation feasible on this facility (site)? No

If you answered **Yes** to the above question, the next question is required

Will mitigation be performed on this facility (site)? No

If you answered **Yes** to the above question, the next question is required

Do you wish to attach a Hazard Mitigation Proposal? No

If you answered **Yes** to the above question, the next two questions are required

Please provide the Scope of Work for the estimate:
(maximum 4000 characters)

Would you like to add the Hazard Mitigation Proposal as a cost line item to the project cost?

GIS Coordinates

Project Location	Latitude	Longitude
Carpinteria Creek Bike Path adjacent to Creek & below Rt 101.	34.39428	-119.51036

Special Considerations

1. Does the damaged facility or item of work have insurance coverage and/or is it an insurable risk (e.g., buildings, equipment, vehicles, etc)? No
2. Is the damaged facility located within a floodplain or coastal high hazard area and/or does it have an impact on a floodplain or wetland? No
3. Is the damaged facility or item of work located within or adjacent to a Coastal Barrier Resource System Unit or an Otherwise Protected Area? No
4. Will the proposed facility repairs/reconstruction change the pre-disaster conditions (e.g., footprint, material, location, capacity, use of function)? No
5. Does the applicant have a hazard mitigation proposal or would the applicant like technical assistance for a hazard mitigation proposal? No
6. Is the damaged facility on the National Register of Historic Places or the state historic listing? Is it older than 50 years? Are there more, similar buildings near the site? No
7. Are there any pristine or undisturbed areas on, or near, the project site? Are there large tracts of forestland? No
8. Are there any hazardous materials at or adjacent to the damaged facility and/or item of work? No
9. Are there any other environmental or controversial issues associated with the damaged facility and/or item of work? No

Attachments

For Category C, D, E, F, and G Projects only

Is effective mitigation feasible on this project? No

If you answered **Yes** to the above question, the next question is required

Will mitigation be performed on any sites in this project? No

If you answered **Yes** to the above question, the next question is required

Do you wish to attach a Hazard Mitigation Proposal? No

If you answered **Yes** to the above question, the next two questions are required

Please provide the Scope of Work for the estimate: No mitigation opportunities identified for this project.

Would you like to add the Hazard Mitigation Proposal as a cost line item to the project cost? No

Comments

Attachments

Cost Estimate

Is this Project Worksheet for

(Preferred) Repair									
Sequence	Code	Material and/or Description	Unit Quantity	Unit of Measure	Unit Price	Subgrant Budget Class	Type	Cost Estimate	Action
*** Version 0 ***									
Work Completed									
1	9001	Contract	1	LS	\$ 28,580.60	CONTRACTUAL	Work Completed	\$ 28,580.60	
								Total Cost :	\$ 28,580.60

Insurance Adjustments (Deductibles, Proceeds and Settlements) - 5900/5901									
Sequence	Code	Material and/or Description	Unit Quantity	Unit of Measure	Unit Price	Subgrant Budget Class	Type	Cost Estimate	Action
								Total Cost : \$ 0.00	

Total Cost Estimate: (Preferred Estimate Type + Insurance Adjustments)	\$ 28,580.60
Version Project Cost:	\$ 28,580.60

Comments
Attachments

Existing Insurance Information

Insurance Type	Policy No.	Bldg/Property Amount	Content Amount	Insurance Amount	Deductible Amount	Years Required	Facility (Site) No.
----------------	------------	----------------------	----------------	------------------	-------------------	----------------	---------------------

Comments
Attachments

Comments and Attachments

Name of Section	Comment	Attachment
-----------------	---------	------------

Bundle Reference # (Amendment #)	Date Awarded
PA-09-CA-4683-PW-00047(66)	08-03-2023

Subgrant Application - FEMA Form 90-91

Note: The Effective Cost Share for this application is 75%

FEDERAL EMERGENCY MANAGEMENT AGENCY PROJECT WORKSHEET								
DISASTER				PROJECT NO.	PA ID NO.	DATE	CATEGORY	
FEMA	4683	-	DR	-CA	711951	083-11446-00	05-18-2023	G
APPLICANT: CARPINTERIA					WORK COMPLETE AS OF:			
					05-18-2023 : 100 %			
Site 1 of 1								
DAMAGED FACILITY:					COUNTY: Santa Barbara			
Damage #1310928; Carpinteria Creek Bike Path								
LOCATION:					LATITUDE:	LONGITUDE:		
PA-09-CA-4683-PW-00047(0): Carpinteria Creek Bike Path adjacent to Creek & below Rt 101.					34.39428	-119.51036		
Current Version:								
DAMAGE DESCRIPTION AND DIMENSIONS:								
PA-09-CA-4683-PW-00047(0): The Disaster #4683DR, which occurred between 12/27/2022 and 1/31/2023, caused:								
Damage #1310928; Carpinteria Creek Bike Path								

General Facility Information: Facility Type: Parks, Cemeteries, and Recreational Facilities

Facility: Carpinteria Creek Bike Path

Facility Description: The City of Carpinteria placed Carpinteria creek which flows adjacent to the Wastewater Treatment Plant property caused erosion along the northernly embankment of the creek.

Approx. Year Built: 2020

Location Description: Carpinteria Creek Bike Path adjacent to Creek & below Rt 101.

GPS Latitude/Longitude: 34.39428, -119.51036

General Damage Information: Date Damaged: 1/9/2020

Cause of Damage: Severe Storm and Flooding of December 27, 2022 through January 31, 2023, heavy rains produced flooding throughout Carpinteria, CA causing excessively high flow in Carpinteria Creek

Facility Damage: Site 1: Carpinteria Creek Bike Path: (GPS: 34.394281, -119.510357): Bike Path, 26 CY of base, cementous material, 70 LF long x 10 FT wide x 1 FT deep, severe storms and flooding caused interment wash out, 100% work completed.

Enbankment, 10 CY of Rip Rap, 70 LF long x 5 FT wide x 3 FT deep, Severe Storms and Flooding caused intermittent wash out, 100% work completed.

Current Version:

SCOPE OF WORK:

PA-09-CA-4683-PW-00047(0):
1310928 Carpinteria Creek Bike Path

Work Completed

The applicant utilized contract for the repairs to Capenteria, City of facilities to restore back to pre-disaster design, function, use, and capacity. Work was completed within the existing footprint, and with in-kind repairs.

Site 1: Carpinteria Creek Bike Path: (GPS: 34.394281, -119.510357)

A. Reconstructed bike path, 26 CY of cementous material, 70 LF x 10 FT wide x 1 FT deep, Severe storm caused interment wash out of bike trail, 100% work completed.

B. Reconstructed embankment, 10 CY of embankment, 70 x 5 FT wide x 3 FT deep, Severe storm caused interment wash out of bike trail, 100% work completed.

1. Contract - \$28,580.60

Work Completed Total: \$28,580.60

Project Notes:

1. Scope and cost were developed based on applicant cost summaries and certification included in the Small Permanent Work Project Certifications and Acknowledgements. See attachments - Signed_DR4683CA_711951_Small Permanent Work Project Certifications and Acknowledgements.pdf

2. Contractor (Elite General Engineering Inc) repaired the damage by raising the pavement to grade with jacks, pumping approximately 26 CY of cementitious material as backfill, and replacing approximately 10 CY of boulder stone riprap. The riprap was recovered from the site. See attachment - Bike Path Documentation - City of Carpinteria.pdf

3. CRC Specialist completed Firmette Map – Flood Zone AE/100 year flood plane. See attachment - FIRMETTE - City of Carpinteria - Flood Zone AE.pdf

4. Per PDMG, verbally confirmed no final disposal site for the damaged concrete. Explained the concrete was jacked up to its original position and a concrete slurry was pumped under it to replace the washed-out subbase.

5. Dates work performed - December 27, 2022, through January 31, 2023

Current Version:

Does the Scope of Work change the pre-disaster conditions at the site? ☐ Yes ☒ No

Special Considerations included? ☐ Yes ☒ No

Hazard Mitigation proposal included? ☐ Yes ☒ No

Is there insurance coverage on this facility? ☐ Yes ☒ No

PROJECT COST

ITEM	CODE	NARRATIVE	QUANTITY/UNIT	UNIT PRICE	COST
		*** Version 0 ***			
		Work Completed			

1	9001	Contract	1/LS	\$ 28,580.60	\$ 28,580.60
				TOTAL COST	\$ 28,580.60
				Version Project Cost	\$ 28,580.60
PREPARED BY JOSEPH E DOWNING		TITLE PDMG	SIGNATURE		
APPLICANT REP. Olivia Uribe-Mutal		TITLE Program Manager	SIGNATURE		

CARPINTERIA : PA-09-CA-4683-PW-00047					
Conditions Information					
Review Name	Condition Type	Condition Name	Description	Monitored	Status
Insurance Review	Conditions (Grant Specific)	Insurance	No insurance requirements will be mandated for the damages included in this project. Insurance requirements are specific to permanent work to replace, restore, repair, reconstruct, or construct buildings, contents, equipment, or vehicles. (FEMA Recovery Policy FP 206-086-1).	No	Recommended
Final Review	Other (EHP)	Standard Condition #2	This review does not address all federal, state and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state and local laws. Failure to obtain all appropriate federal, state and local environmental permits and clearances may jeopardize federal funding.	No	Approved
Final Review	Program Conditions (Program Specific)	Standard Conditions (2 of 2)	UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS REQUIRED The Uniform Administrative Requirements, Cost Principles, and Audit Requirements set forth at Title 2 Code of Federal Regulations (C.F.R.) Part 200 apply to this project award under the Public Assistance grant, which flow down from the Recipient to all subrecipients unless a particular section of 2 C.F.R. Part 200, the FEMA-State Agreement, or the terms and conditions of this project award indicate otherwise. See 2 C.F.R. §§ 200.101 and 110. CHANGES IN SCOPE OF WORK REQUIRED The subrecipient must submit a written request through the Recipient to FEMA before it makes a change to the approved scope of work in this project. If the subrecipient commences work associated with a change before FEMA approves the change, it will jeopardize financial assistance for this project. See FEMA Policy No. 104-009-2, Public Assistance Program and Policy Guide. Duplication of Federal	No	Approved

CARPINTERIA : PA-09-CA-4683-PW-00047

Conditions Information

			Programs REQUIRED Pursuant to section 312 of the Stafford Act, 42 U.S.C. 5155, FEMA is prohibited from providing financial assistance to any entity that receives assistance from another program, insurance, or any other source for the same work. The subrecipient agrees to repay all duplicated assistance to FEMA if they receive assistance for the same work from another Federal agency, insurance, or any other source. If an subrecipient receives funding from another federal program for the same purpose, it must notify FEMA through the Recipient and return any duplicated funding.		
Final Review	Program Conditions (Program Specific)	Standard Conditions (1 of 2)	RECORD RETENTION/DOCUMENTATION REQUIRED As described in Title 2 Code of Federal Regulations (C.F.R.) § 200.333, financial records, supporting documents, statistical records and all other non-Federal entity records pertinent to a Federal award must be retained for a period of three (3) years from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the Federal awarding agency or pass-through entity in the case of a subrecipient. Federal awarding agencies and pass-through entities must not impose any other record retention requirements upon non-Federal entities. Exceptions are stated in 2 C.F.R. §200.333(a) – (f)(1) and (2). All records relative to this project are subject to examination and audit by the State, FEMA and the Comptroller General of the United States and must reflect work related to disaster-specific costs. PROCUREMENT In the seeking of proposals and letting of contracts for eligible work, the Applicant/Subrecipient must comply with its Local, State (provided that the procurements conform to applicable Federal law) and Federal procurement laws, regulations, and procedures as required by FEMA Policy 2 CFR Part 200, Procurement Standards, §§ 317-326. SMALL PROJECTS The Recipient must submit its certification of the subrecipient's completion of all of its small projects and compliance with all environmental and historic	No	Approved

CARPINTERIA : PA-09-CA-4683-PW-00047

Conditions Information

			preservation requirements within 180 days of the applicant's completion of its last small project, or the latest approved deadline, whichever is sooner. DISPOSITION OF PURCHASED EQUIPMENT AND SUPPLIES REQUIRED When any individual item of equipment purchased with PA funding is no longer needed, or a residual inventory of unused supplies exceeding \$5,000 remains, the subrecipient must follow the disposition requirements in Title 2 Code of Federal Regulations (C.F.R.) § 200.313-314. FEMA-STATE AGREEMENT REQUIRED The terms of the FEMA-State Agreement are incorporated by reference into this project under the Public Assistance award and the applicant must comply with all applicable laws, regulations, policy, and guidance. This includes, among others, the Robert T. Stafford Disaster Relief and Emergency Assistance Act; Title 44 of the Code of Federal Regulations; FEMA Policy No. 104-009-2, Public Assistance Program and Policy Guide; and other applicable FEMA policy and guidance. DHS STANDARD TERMS AND CONDITIONS REQUIRED The DHS Standard Terms and Conditions in effect as of the declaration date of this emergency declarations or major disaster, as applicable, are incorporated by reference into this project under the Public Assistance grant, which flow down from the Recipient to subrecipients unless a particular term or condition indicates otherwise.		
Final Review	Other (EHP)	Standard Condition #1	Any change to the approved scope of work will require re-evaluation for compliance with NEPA and other Laws and Executive Orders.	No	Approved
Final Review	Other (EHP)	Standard Condition #3	If ground disturbing activities occur during construction, applicant will monitor ground disturbance and if any potential archeological resources are discovered, will immediately cease construction in that area and notify the State and FEMA.	No	Approved
EHP Review	Other (EHP)	Standard Condition #1	Any change to the approved scope of work will require re-evaluation for compliance with NEPA and other Laws and Executive Orders.	No	Recommended
EHP Review	Other (EHP)	Standard Condition #3	If ground disturbing activities occur during construction, applicant will monitor ground disturbance and if any potential archeological resources are	No	Recommended

CARPINTERIA : PA-09-CA-4683-PW-00047					
Conditions Information					
			discovered, will immediately cease construction in that area and notify the State and FEMA.		
EHP Review	Other (EHP)	Standard Condition #2	This review does not address all federal, state and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state and local laws. Failure to obtain all appropriate federal, state and local environmental permits and clearances may jeopardize federal funding.	No	Recommended

Internal Comments				
No.	Queue	User	Date/Time	Reviewer Comments
5	Final Review	BRANNAN LISA	08-01-2023 09:36 PM GMT	Verified by DIU - The CRC Net Cost in GM is equal to the total project cost in EMMIE and cost share matches in both systems. Project is ready for Award. LB/DIU/8.1.2023
4	Insurance Review	BRANNAN LISA	08-01-2023 09:33 PM GMT	5/17/2023 Property insurance coverage for the facilities represented on this project are not insured or insurable. No insurance relief is anticipated. FEMA requires the Applicant to take reasonable efforts to pursue claims to recover insurance proceeds that it is entitled to receive from its insurer(s). In the event that any insurance proceeds are received for these expenses those proceeds must be reduced from FEMA Public Assistance funding to ensure no duplication of benefits has occurred. No duplication of benefits from insurance is anticipated for work described in this application. In the event any part or all costs are paid by an insurance policy, a duplication of benefits from insurance will occur. Applicant must notify grantee and FEMA of such recoveries and the Sub-Grant award amount must be reduced by actual insurance proceeds. No insurance Narrative will be produced or uploaded into documents or attachments. (For Flood Perils) A standard NFIP flood policy is the primary factor used to determine if a structure or item can be reasonably insured for the peril of flood. As a result, the requirement to obtain and maintain insurance is not being mandated for the work described in this project. No O&M is required for the facilities represented on this project. Alex Polupan, PA Insurance Specialist CRC West, Sacramento, CA
3	Mitigation Review	BRANNAN LISA	08-01-2023 09:32 PM GMT	No mitigation opportunities identified for this project. LB/DIU/8.1.2023
2	EHP Review	MODSTER AURIELLE	07-17-2023 08:10 PM GMT	CAT G, 100% complete, City of Carpinteria, Santa Barbara County, CA (34.394281, -119.510357) \$28,580.60. Utilized contracted services to repair the Carpinteria Creek Bike Path to pre-disaster condition. Repairs included replacing 26

Internal Comments				
No.	Queue	User	Date/Time	Reviewer Comments
				CY of cementitious material for the bike path itself and replacing 10 CY of rip rap at its associated embankment. No mitigation is proposed for this project. This project has been determined to be Statutorily Excluded from NEPA review in accordance with Section 316 of the Stafford Act. Particular attention should be given to the project conditions before and during project implementation. Failure to comply with these conditions may jeopardize federal assistance including funding. - tconawa1 - 05/19/2023 21:26:55 GMT CZMA: The project has been determined to have no reasonably foreseeable effects on coastal environmental quality or affect any land or water or natural resource of the coastal zone and therefore does not require consistency review. - tconawa1 - 05/19/2023 21:30:19 GMT EO11990: Per the U.S. Fish and Wildlife Service Wetland Mapper viewed on 5/18/2023, the project is located within a designated wetland. The proposed action is not likely to result in any potential direct impacts that will adversely affect the natural values and function of wetlands. Initial Disaster Public Notice was published on 01/27/2023. See Attached map. - tconawa1 - 05/19/2023 21:35:05 GMT EO12898: Minority or low-income populations were identified through program coordination and public involvement, state EJ community lists or maps, or EJSCREEN reports for the area around 34.394281, -119.510357. Review of the project scope of work revealed no adverse effects on these populations. Therefore, no additional review for potential EJ concerns is required. The maps, reports, and other information are saved to the project files. - tconawa1 - 05/19/2023 21:36:32 GMT ESA: The proposed project will not destroy or adversely modify suitable habitat and will not affect any other listed or proposed species under the jurisdiction of the US Fish and Wildlife Service or the National Marine Fisheries Service (the Services). It is therefore determined the proposed project would have "No Effect" on listed species and consultation with the Services under Section 7 of the Endangered Species Act is not required. See attached No Effect Determination. - tconawa1 - 05/19/2023 21:28:18 GMT EO11988: The project is located within an AE zone, area of Special Flood Hazard Area (100-year floodplain, base floodplain), per Flood Insurance Rate Map (FIRM) panel 06083C1419H, dated 9/28/2018. The proposed action is not likely to result in any potential direct impacts that will adversely affect the natural values and function of floodplains, nor is it likely to increase the risk of flood loss. The Initial Disaster Public Notice was published on 01/27/2023. Per 44 CFR Part 9.5(d)(4), the 8-step Process was completed, and the determination was the project is the only practicable alternative. Floodplain Management 8-Step Checklist is attached. See Condition. See Attached Map. - tconawa1 - 05/19/2023 21:32:25 GMT ***CORRECTION*** Condition is not required. - tconawa1 - 07/17/2023 17:03:48 GMT Project is 100% complete and can't be conditioned. Remove condition. NHPA: The Undertaking was reviewed by Deborah Van Steen, who meets the applicable Secretary of the Interior Professional Qualifications in accordance with Stipulation I.B.1.a. of the

Internal Comments				
No.	Queue	User	Date/Time	Reviewer Comments
				Programmatic Agreement among the Federal Emergency Management Agency (FEMA), State Historic Preservation Office (SHPO) and California Office of Emergency Services (Cal OES) signed October 29, 2019. The Undertaking complies with Second Tier Programmatic Allowances II.A.1(a) (In-kind repair, replacement, and reinforcement of footings, foundations, retaining walls, slopes, and slope stabilization systems) & II.A.2(a) (In-kind repairs or replacement, and minor upgrades to recreational facilities and features) (Appendix
1	Initial Review	CALLES KENNETH	05-18-2023 05:18 PM GMT	DDD, SOW, and Cost will be populated at Final Record Upload. Insurance and Mitigation will be populated if applicable. KC/DIU 05.18.2023

Go Back



City of Carpinteria

COUNCIL AGENDA STAFF REPORT March 11, 2024

ITEM FOR COUNCIL CONSIDERATION

Community Development Block Grant ("CDBG") Committee recommendations concerning the 2024-2025 Public Services Grant Applications and allocation of program funds.

STAFF RECOMMENDATION

Allocate the CDBG Public Services Grant Funding pursuant to the recommendations of the City's CDBG Committee to equally share the funds between Peoples' Self-Help Housing's Carpinteria Camino Scholars program and Girls Inc. of Carpinteria's Out-of-School Support programming.

Sample Motion: I move to allocate the 2024-2025 CDBG Public Services Grant funding equally between the programs of Peoples' Self-Help Housing and Girls Inc., as recommended by the CDBG Committee. *This motion requires a roll call vote.*

BACKGROUND

The County of Santa Barbara receives an annual allocation of federal CDBG funds from the United States Department of Housing and Urban Development ("HUD") to fund a wide range of public service activities, including, but not limited to, employment services, child care, crime prevention, education programs, and health services. The program is divided into two grant funding categories, Public Services and Capital Projects. CDBG Public Service grant funds may be used to pay the costs of rent, utilities, staffing, supplies, and materials, while the Capital Project grant funds may be used to pay for construction costs, project management, labor, and materials.

As a lead agency, the County of Santa Barbara heads the *Santa Barbara County Urban County Partnership*, which, in addition to unincorporated areas of the County, includes the cities of Buellton, Solvang and Carpinteria. The County of Santa Barbara invited applications for funding through the CDBG program under the 2024-2025 Comprehensive Notice of Funding Availability ("NOFA"). The NOFA was distributed to local agencies and service providers through a mailed and emailed notice.

To assist in allocating the Public Service grant funds available to Carpinteria from this program, the City Council in 2007 established a three-member committee comprised of one City Planning Commissioner and two members of the public who reside in the City.

The Committee serves as a review body and each year reviews applications and makes recommendations to the City Council on grant funding to support the following priorities identified in the County of Santa Barbara's Consolidated Plan:

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

The City's first program year was 2007, when it received an allocation of \$20,335. The allocation grew to a high of \$26,000 in 2009 and has declined each year since, as CDBG funding has been cut annually through the federal budget process. Applications to the City are indicative of need, having consistently exceeded funds available. This year, the City received two applications totaling \$39,890 while available funds for Carpinteria are estimated to be approximately \$14,890.

DISCUSSION

The CDBG Committee met on February 12, 2024, to review the two applications submitted. A summary of each request is included below and the application forms are included as attachments to this report.

After deliberation, two members of the committee voted in favor, with one member absent, to recommend awarding funding to the programs by People's Self-Help Housing and Girls Inc. The Committee identified that these programs aligned with the CDBG funding goals, were Carpinteria-based, and served clients locally. Peoples' Self-Help Housing and Girls Inc. are requesting \$14,890 and \$25,000, respectively; the Committee recommended allocating 50% of available CDBG funds to each of the two programs.

Peoples' Self-Help Housing – Camino Scholars Carpinteria Learning Center

The Camino Scholars program serves English language learners and students from low-income households. Camino Scholars, at Dahlia Court Learning Center, provides under-resourced students with 180 afterschool days annually (plus 40 days during academic breaks) of culturally-relevant academic support, comprehensive afterschool enrichment programming, and college preparatory and retention programs. During the grant period, the program is expected to serve 90 individuals (including students,

parents and caregivers). The Peoples' Self Help Housing application is included as Attachment A.

Girls Inc. of Carpinteria – Out-of-School Support

Girls Inc. provides programming for local Carpinteria youth and families from low-income backgrounds. Girls Inc. is open when schools are closed, including after school, summers, and other breaks; therefore, serving as a critical child care social service safety net program. Out-of-school programming supports the development of girls' academic and future career interests as well as their physical and mental wellbeing. Additionally, programming supports their families in building a foundation for financial stability and growth. The Girls Inc. application is included as Attachment B.

POLICY CONSISTENCY

This item can be found consistent with the City's Housing Element policies of supporting the funding of programs that meet the goals of the Santa Barbara County HOME Consortium and CDBG Urban County Consolidated Plan.

FINANCIAL CONSIDERATIONS

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

CDBG funds are intended to be fully allocated annually and, although the City may defer some or all of its allocation, the City cannot stockpile the money indefinitely under the program, and failure to timely allocate the funds could put the funds in jeopardy.

The following table lists the requested program funding from the City for each of the applications received. The application forms are included as attachments to this report.

Requested Program Funding from Carpinteria	
Peoples' Self-Help Housing	\$ 14,890
Girls Inc.	\$ 25,000
TOTAL	\$ 39,890

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

Santa Barbara County has been designated as an Urban County by HUD since 2006; therefore, the City can expect to continue to receive its allocation of funds through the CDBG program into the future. Administration and compliance monitoring are managed

by the Santa Barbara County Housing and Community Development Division of the Community Services Department.

OPTIONS

- A. The Council could choose to award the grants recommended by the Committee.
- B. The Council could supplement the award via one of its discretionary funds, i.e., General or Measure X, as has been done on a limited and exceptional basis in past years. Should the City Council elect to consider this option it would need to direct that a separate matter be scheduled on a subsequent agenda.
- C. The Council could also choose to amend a funding amount or decline to fund one or more of the request(s).

PRINCIPAL PARTIES EXPECTED AT MEETING

Representatives of Applicants.

ATTACHMENTS

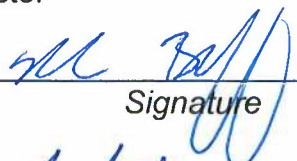
- A. Peoples' Self-Help Housing (Camino Scholars) CDBG Public Service Application
- B. Girls Inc of Carpinteria (Out-of-School Support) CDBG Public Service Application

Staff contact: Marysol Smith, Associate Planner
(805) 755-4451, MarysolS@carpinteriaca.gov



Signature

Reviewed by: Nick Bobroff, Community Development Director
(805) 755-4407, NickB@carpinteriaca.gov



Signature

Reviewed by: Michael Ramirez, City Manager
(805) 755-4450, MichaelR@carpinteriaca.gov



Signature

Attachment A.

Peoples' Self Help Housing (Camino Scholars) CDBG Public Service Application

CDBG Committee Recommendations
2024-2025 Public Services Grant
March 11, 2024 City Council Meeting

A. Applicant Information

Completed by grants@pshhc.org on 1/12/2024 11:36 AM

Case Id: 31953

Name: PSHH-Carp Camino Scholars (CDBG) - 2024/25

Address: 1060 Kendall Road, San Luis Obispo, CA 93401

A. Applicant Information

Please provide the following information

Click here to download the [FY 2024-25 NOFA](#)

ORGANIZATION INFORMATION

A.1. Legal name of organization

Peoples' Self-Help Housing Corp.

A.2. Physical Address

1060 Kendall Rd San Luis Obispo, CA 93401

A.3. Mailing address

1060 Kendall Road San Luis Obispo, CA 93401

A.4. Organization Web Site

www.pshhc.org

A.5. Unique Entity ID (formerly DUNS Number)

[REDACTED]

A.6. Federal EIN/TIN Number

[REDACTED]

PRIMARY CONTACT INFORMATION

A.7. Title

Grants Manager

A.8. First Name

Forrest

A.9. Last Name

Eastham

A.10. Phone

8055482345

A.11. Email

forreste@pshhc.org

Printed By: Marjorie Klotthor on 1/18/2024

ADDITIONAL CONTACT INFORMATION

A.12. Agency's Chief Executive

Kenneth Trigueiro

A.13. Phone

8057813088

A.14. Email

ceo@pshhc.org

A.15. Program Coordinator

Kris Reid

A.16. Phone

8052705302

A.17. Email

krisr@pshhc.org

A.18. Financial Coordinator

Adriana Figueroa

A.19. Phone

8055402442

A.20. Email

adrianaf@pshhc.org

B. Funding Request

Completed by grants@pshhc.org on 1/12/2024 12:06 PM

Case Id: 31953

Name: PSHH-Carp Camino Scholars (CDBG) - 2024/25

Address: 1060 Kendall Road, San Luis Obispo, CA 93401

B. Funding Request

Please provide the following information.

B.1. Select the jurisdiction for which you are applying for funding

Carpinteria

B.2. Amount requested for this program (minimum \$15,000 grant request for Santa Barbara County):

\$14,890.00

B.4. If yes, list the amounts requested from each jurisdiction and whether or not the funds have been committed. If no, leave this table blank.

	Amount (\$)	Committed?
Goleta	\$0.00	N/A
Lompoc	\$0.00	N/A
Santa Maria	\$0.00	N/A
City of Santa Barbara	\$0.00	N/A
TOTAL	\$0.00	

B.5. List the name(s) and title(s) of the organization's staff who attended mandatory training.

Maria Muñoz, Bilingual Social Worker

B.6. Select the Supervisorial district in which the program office is located.

District 1 - Williams

B.7. Agency Mission Statement

We build affordable homes with site-based services that offer opportunities to change lives and strengthen communities on the Central Coast of California.

Years of operation

B.8. How long has your agency been in operation?

54 years

B.9. How long has the proposed program been in operation?

20 years

B.10. Was the proposed CDBG program funded by the County in FY 2023-24?

Yes

B.11. Is your agency a Faith-Based Organization?

Printed By: Marjorie Klotthor on 1/18/2024

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

No

B.12. In addition to the proposed program for CDBG funds, please provide a brief description of all of your Agency's programs and services.

PSHH provides:

- 1) The Outdoor Education Equity program, a seven-year program funded by the California State Parks Department operating out of the learning center in the City of Santa Barbara. Students and community members participate in outdoor fieldtrips and overnight trips to state parks, nature reserves, and other locations where they learn about environmental conservation, youth leadership, local ecosystems and watersheds, and much more. Students at the Carpinteria learning center will be prioritized for participation in this program.
- 1) A sweat-equity homeownership program that helps families build and own their first home
- 2) Affordable, sliding-scale rental apartment units (1,974 total, 1,127 in Santa Barbara County) for low-income households, farmworker households, seniors, and those living with disabilities
- 3) Case management via in-house clinical social workers (LMFTs, AMFTs, LCSWs, and ACSWs) to any PSHH household that is facing a crisis that threatens their health or housing stability. PSHH is requesting grant funding for this service to residents of our property in Orcutt.
- 4) Housing set-asides for people experiencing homelessness and for homeless veterans
- 6) Consulting services to governmental and nonprofit organizations around affordable housing, youth education, and clinical case management
- 7) IT services to local area nonprofits
- 8) Services to prepare for participation in the Continuum of Care in San Luis Obispo County, with plans to expand CoC participation to Santa Barbara and Ventura Counties
- 9) Property development for potential PSHH housing properties
- 10) Construction management for PSHH housing properties under construction or rehabilitation
- 11) Property management for all PSHH properties, allowing integration of property management and supportive services that build resident housing security

C. Program Information

Completed by grants@pshhc.org on 1/12/2024 1:09 PM

Case Id: 31953

Name: PSHH-Carp Camino Scholars (CDBG) - 2024/25

Address: 1060 Kendall Road, San Luis Obispo, CA 93401

C. Program Information

Please provide the following information.

C.1. Name of program

Camino Scholars Carpinteria Learning Center, Serving English Language Learners from Low-Income Households

C.2. Street address of the proposed program

1305 Dahlia Court Carpinteria , CA 93013

C.3. Briefly summarize the program that is to be funded with CDBG/HSC funds. You will have an opportunity to provide a more detailed description in question C.8 below.

Camino Scholars operates 8 learning centers in Santa Barbara County located at PSHH's affordable housing properties, including Dahlia Court Learning Center in Carpinteria. Serving English Language Learners and students from low-income households, we provide under-resourced students with 180 afterschool days annually, plus ~40 days during academic breaks, of culturally-relevant academic support, comprehensive afterschool enrichment programming, and college preparatory and retention services.

C.4. Select the Human Services Commission priority that best describes your agency's proposed program for which you are seeking funding.

Sustain critical social service safety net programs countywide for children, families, seniors, homeless, persons with disabilities, victims of abuse and other vulnerable populations

C.5. Enter the number of persons, by income, expected to be served by the proposed program during the fiscal year July 1, 2024 – June 30, 2025.

Count all members of a household when the entire household is served (e.g. food banks); for services targeting individuals (e.g. mental health counseling), count only the person receiving services. Please refer to the Notice of Funding Availability for current income limits for Santa Barbara County.

Persons 0-30%	50
Persons 30%-50%	35
Persons 50%-80%	15
Persons >80%	0
TOTAL	100

C.6. Define the program's service area. This may be defined in terms of streets, census tracts, city/county boundaries, or another similar method.

This program serves students and their families who reside within the Carpinteria Unified School District.

C.7. Select the area of the County which the program primarily serves.

South County

C.8. Describe the program to be funded, including the type of activities that will be provided and the population to be served.

Grant funds will be used to cover staff salary expenses for educators at Camino Scholars' Dahlia Court Learning Center in Carpinteria. During the grant period, the program will serve at least 90 individuals, 60 parents and caregivers, and 30 students ranging from kindergarten to college. The program is free of charge, barrier, or enrollment restriction to families we serve.

When in full operation, Dahlia Court Learning Center serves K-8 students with 180 days annually, plus 40 days during summer, of culturally-relevant tutoring in English language literacy and mathematics. The learning center is open daily, providing an average 30 hours of direct support per week. The program is equipped to scale to hybrid formats, with students utilizing remote platforms and district- and program-issued technology, as State restrictions and public health and safety measures dictate.

Educators work with students to co-develop individualized learning plans, adapting curriculum in response to students' unique needs, learning styles, and academic challenges experienced while working through their public school curriculum. Educators frequently serve as advocates and liaison for students and their caregivers, maintaining regular communication with students' instructors and connecting families to success-supporting resources, including food security, transportation, counseling, or disability accommodations.

We also serve prospective first-generation college students through College Club, our college readiness and retention counterpart. Current high school students and continuing college-enrolled students receive college navigation and admissions advising, course planning support, assistance securing financial aid options, and ongoing retention services provided by program staff. These services have, to date, allowed College Club to maintain a 98% rate of college persistence and graduation among those enrolled.

C.9. Provide a concise, objective statement of work to be incorporated into the program's contract if the program is selected for funding.

The project will support operation of Camino Scholars' Dahlia Court Learning Center and College Club students at 1305 Dahlia Court in Carpinteria, which serves 30 students and their parents from kindergarten through college. Funds will cover salary expenses for program educators based at the learning center, providing at-risk students with afterschool tutoring, academic support, and college prep and retention services.

C.10. Describe the unmet need to be addressed by this program

According to the California Department of Education, English Language Learners and students from low-income households, such as those served by Camino Scholars' Carpinteria learning center, consistently suffer lower rates of grade-level proficiency and lower scores on standardized tests, such as the Smarter Balanced (SBAC) test, California's standardized student testing instrument. Using this metric to determine at-risk students, 100% of students enrolled in the program are considered at-risk.

Within Carpinteria Union School District, 74% of students are Latinx, and 99% of English Language Learner students primarily speak Spanish at home. Camino Scholars was designed from the ground up to assist English Language Learner students and those from low-income households. These parents are at an immediate disadvantage when communicating with students' instructors and school administrators, frequently prohibiting parents from fully assisting their children with academics, and creating barriers to parental involvement and advocacy. Camino Scholars

is unique in serving unmet need for this population, and is the only program within the community which serves these demographics with literacy and math tutoring and continuing college preparatory and retention services through college graduation. We are also the only program providing these services free of charge to those we serve.

Our program has been demonstrated to bring students to grade-level proficiency in English language literacy and mathematics. These metrics have been shown to be determinants of long-term academic achievement, where students failing to meet this mark are 13 times less likely to complete high school.

C.11. Describe this program's needs assessment process. How did your agency determine the need for this program, and how often do you reevaluate and perform needs assessments?

Camino Scholars conducts initial and ongoing needs assessments to determine program demand and inform program development. Initial outreach is conducted by program educators to students' families to inform them of program offerings and services. Parent and caregiver surveys are administered on a routine basis to solicit input and insights into opportunities for program enrichment. Program staff discuss input received at monthly departmental meetings and regularly seek opportunities for professional development, collaborative partnerships, or other available resources which could enrich the classroom experience and improve learning outcomes for the students we serve. Community needs are determined based on municipal and CA Dept. of Education data, program demand, feedback from school districts, parents and caregivers.

C.12. Describe how your agency collaborates with other organizations that provide similar services and how you work together to reduce duplication, share data, and collaborate on the provision of services. Explain the results.

PSHH's ongoing collaboration with partnering agencies in the community is an essential component of service coordination within Camino Scholars. In our effort to continually enrich programming for the students we serve, Camino Scholars works to forge new, and deepen existing partnerships with a wide array of public and private community partners. Often, service coordination is the greatest area of need, especially for families facing disproportionate economic and health effects from the pandemic. Through partnerships with local food banks and County agencies such as Public Health, educators help address challenges faced by students' families which threaten to disrupt learning and retention, such as food security, lapses in medical coverage, counseling needs, or disability accommodations. Often, our educators' language support and similar buffering services are in high demand, and help ensure that residents are appropriately connected to resources that support student success and foster parental engagement. Our collaborative partnerships allow us to enhance our safe, supportive learning environments and to coach parents on how to better advocate for their children as an essential factor in learning and social development.

C.13. How are clients referred to the program?

Our student population is comprised of students attending schools within the Carpinteria Unified School District, including many residing at PSHH housing properties in Carpinteria. Households moving into any of the four PSHH affordable housing properties within the City must typically earn 50% or less of Area Median Income. Students from each of these properties are referred to the program upon move-in, through orientation provided by PSHH's on-site property management. Residents receive information about PSHH's Supportive Housing Program (SHP), which provides residents with on-site case management and health services provided by clinical social workers, as well as the Camino Scholars program. Non-PSHH residents are typically English Language Learners who are referred to the program by instructors and officials from Carpinteria Unified School District.

C.14. Describe your program's outreach or marketing activities to meet the CDBG National Objective to serve primarily low-income persons.

Clients typically come from PSHH's four affordable housing properties in Carpinteria or from the greater community,

with the program being open to non-PSHH residents who are English Language Learners and/or students from low income households. Outreach is conducted on campus at Carpinteria Unified schools at the start of the academic year through school assemblies, orientation events, and school resource fairs where students and parents learn about afterschool programs available to them and serving their unique needs. Often Camino Scholars educators and program staff coordinate classroom visits with District instructors where they raise awareness about the program and distribute program literature and relevant contact information. Outreach to PSHH residents is conducted upon move in, through orientation at a PSHH property, whereupon property managers provide residents with multilingual program literature and key points of contact should they wish to enroll or receive more information. Once the parent, caregiver, school instructor or administrator of an eligible student decides to initiate services, an intake form is completed and returned along with an application packet. Program administrators then arrange an interview with the student and family wishing to enroll. Following acceptance into the program, the student and family receive a complete orientation, are assessed to determine whether any learning resources are needed by the student, and begin attending the program through their learning center.

C.15. Describe how your organization provides culturally sensitive services and ensures access to non-English-speaking populations.

Camino Scholars is unique in its provision of mentorship and tutoring services which are culturally-relevant, which studies show to be effective in reaching diverse students typically underserved by public school systems, boosting classroom engagement, cognitive processing, and social development. Our educators are bilingual and reflective of our service demographic, empowering students through representative mentorship. Built on socio-emotional learning (SEL) frameworks, our program takes an evidence-based approach to building students' interpersonal skills and confidence alongside academic proficiencies. All Camino Scholars program materials are provided in both English and Spanish to enhance access to services, with services in Mixtec or other dialects also available upon request. If translation services in ASL or languages not spoken by staff are required, program staff coordinate with appropriate public agencies to connect the household to these resources.

Camino Scholars' curriculum is highly adaptive and inclusive, and program educators are trained in trauma-informed, mental health-aware instruction methods which foster students' emotional resilience and encourage learning persistence. Educators are able to recognize students with neuro-atypical needs, including autism spectrum or learning disabilities, in some cases before students and parents are aware, and assist in providing referrals to connect families to supportive resources, disability accommodations, or adaptive learning tools.

C.16. How do you ensure that prospective beneficiaries have access to your services? (E.g. transportation assistance, remote or at-home delivery of services, etc.). Are all facilities used to provide program-related services ADA-compliant?

Camino Scholars ensures access to its services via on-site, in-person learning formats at PSHH learning centers, as well as via its robust hybrid learning platform, through which students with mobility or transportation difficulties may access and attend the program. Program staff frequently coordinate services which enhance access to the program, including critical transportation, securing essential learning technology, or connecting students in need of learning accommodations or adaptive tools to appropriate community resources to ensure an equitable learning environment for all enrolled students. PSHH properties are built to ADA accessibility standards, and many of its rental properties are dedicated to serving the needs of residents living with disabilities and seniors. Educators are also bilingual in the languages spoken by our target population, with program outreach being conducted in Spanish and Mixtec as needed, and all printed and digital program literature being made accessible in Spanish as well as English.

C.17. Describe your organization's efforts to include diversity, equity, and inclusion in its outreach activities to ensure access to services for all.

Camino Scholars was built from the outset to serve English language learner students from low-income households. Camino Scholars partners with Carpinteria Unified School District to provide outreach to school district students who may be served through Camino Scholars services, building awareness of the program and its offering of services. All flyers and print materials distributed provide the same information in both Spanish and English. This strategy ensures that outreach is inclusive and accessible by parents or family members living with disabilities or language barriers. This also serves to reinforce district instructors' and administrators' awareness of the program, familiarizing them with common program contacts, enhancing School District capacity to provide outreach to those who are best served by the program.

Camino Scholars is also piloting a Diversity, Equity & Inclusion (DEI) curriculum at the Santa Maria learning center with plans to expand the curriculum and programming to all learning centers, including Carpinteria, during the grant period. Because the students served are primarily Latinx students, curriculum focuses on DEI principles as they are experienced by those who are living them.

D. Federal Eligibility

Completed by grants@pshhc.org on 1/12/2024 1:19 PM

Case Id: 31953

Name: PSHH-Carp Camino Scholars (CDBG) - 2024/25

Address: 1060 Kendall Road, San Luis Obispo, CA 93401

D. Federal Eligibility

Please provide the following information.

D.1. Select ONE of the following criteria under which the proposed program qualifies. (Click on each option to see the definition before making your final selection).

Low-Moderate Clientele

D.2. Low-Moderate Clientele

Low-Moderate Clientele: Information on income must be collected for ALL clients or households to demonstrate that at least 51% of the clients served are low- or moderate-income.

The applicant agrees to income qualify its clientele in accordance with 24 CFR Part 5, and to collect race and ethnicity information from its clientele in accordance with Census categories.

Income information must be collected for ALL adults aged 18 or older, including low-income and non low-income persons or households to demonstrate that at least 51% of those served are at or below 80% of Area Median income as published by HUD annually for the Santa Barbara County/Santa Maria Metropolitan Statistical Area (MSA). If a client cannot or will not provide income documentation, they must be presumed to be above 80% of Area Median Income.

If the proposed program does not meet the definition of Area Benefit or Presumed Beneficiaries, the Agency must perform income certification verifying at least 51% of clients served have incomes at or below 80% of Area Median Income. For example, if the project will serve 100 clients, at least 51 of these must be determined to be at or below 80% of AMI for Santa Barbara County to meet CDBG objectives.



D.3. D.3 Agency attests that it will income-certify ALL clients benefitting from the proposed program in accordance with 24 CFR 5.609-612. This includes collecting pay check stubs, bank statements, federal subsidy monthly statements, e.g. SSI, and asset information. The collection of income tax returns alone is not a sufficient source of documentation and may be used only to confirm or verify income.

D.4. Please provide a brief description of current and/or past agency experience in performing and determining individual/household income. Include sources of documentation used and responsible agency/staff experience in this regard.

Camino Scholars students are generally either residents of PSHH affordable housing properties or residents from the surrounding communities. PSHH household are screened upon move-in and household income is verified via HUD and USDA protocols. Household income is recertified annually thereafter. Household income is recorded in PSHH's resident database, where this information is available to those reporting on the grant-funded project. Camino Scholars programming is also available to students from the greater community who are English language learners and/or students from low-income households. While there are no income restrictions limiting access to these free services, families from the greater community self-report their income when enrolling their students, and report income again

every academic year upon re-enrollment.

D.5. If agency clientele qualify as “low-income” in accordance and definition by another federal agency and/or program, such as food stamps, please indicate this and how it is/will be documented as consistent with CDBG income qualifications, e.g., other federal means-tested, needs-based programs related to housing, health care, education, nutrition, etc.

When reporting low-income clientele, grant and program administrators reference the household income and household size and determine income levels based on the Area Median Income for Santa Barbara County as determined annually by HUD.

E. Program Goals

Completed by grants@pshhc.org on 1/12/2024 1:29 PM

Case Id: 31953

Name: PSHH-Carp Camino Scholars (CDBG) - 2024/25

Address: 1060 Kendall Road, San Luis Obispo, CA 93401

E. Program Goals

Please provide the following information.

E.1. Identify the number of unduplicated clients to be served by the proposed program.

If a person receives multiple counseling sessions annually, count that person one time. If a person visits a food bank multiple times in the year, count all members of the family at each visit.

100

E.2. List up to two other quantifiable outputs/performance targets. For each output or target, describe how program participants' lives will be improved.

Output examples: # of services provided, e.g. meals, classes, counseling or case management sessions, etc. Impact examples: improve nutrition/health, increased self-sufficiency, change in economic status, etc.

Goal Description	Number	Impact Expected
By end of academic year, 25% more K-8th grade students will reach grade-level English literacy and mathematics proficiency than their demographic peers in the Carpinteria Unified School District.	30	Students attaining these milestones will be 13x more likely to attain their high school degree, and will increase their competitiveness in college admissions applications.
All College Club students will remain on track to graduate on time from college or high school.	10	Students will complete their college degrees and high school diplomas.
Parents will receive coaching and assistance in advocating for their children.	60	Increased parental engagement will improve students' academic outcomes and grades.

E.3. List two quantifiable outcomes. Outcomes should be related to the impacts described in the goals above.

Outcome examples: # of clients who report improved well-being on surveys or measurements, # of clients who enter permanent housing, etc.

Goal Description	Number	Impact Expected
Enrolled students experience a collective increase in grade-level proficiency on standardized California Assessment of Student Performance and Progress.	25	Students who reach grade-level proficiency are less affected by summer learning loss, increased likelihood of graduation, and are more likely to complete a college degree.

90%+ of parents will report increased participation in advocating for their children.	54	Parental participation in advocating for their children increases student engagement and outcomes.
---	----	--

E.4. Describe your client intake process. You will be required to upload a blank intake form in the “Required Documentation” section.

Note: To qualify for an award of CDBG funds, the agency must collect race and ethnicity information from all clients and, if required, income documentation.

Clients come from either PSHH’s four affordable housing properties in Carpinteria or from the greater community. The program is open to English Language Learners and students from low-income households. After responding to outreach from property managers, program literature, neighbors, or schoolteachers and administrators, the caregivers of eligible students complete the intake forms attached to the enrollment application, upon which an interview is scheduled between educators and the student and their family. Families wishing to enroll and have their children attend on a steady and regular basis are accepted into the program without charge.

F. Capacity

Completed by grants@pshhc.org on 1/12/2024 1:35 PM

Case Id: 31953

Name: PSHH-Carp Camino Scholars (CDBG) - 2024/25

Address: 1060 Kendall Road, San Luis Obispo, CA 93401

F. Capacity

Please provide the following information.

F.1. Describe your Agency's experience and capacity in assisting clients and meeting goals and objectives.

PSHH is the Central Coast's longest-serving nonprofit affordable housing developer, serving Santa Barbara, Ventura, and San Luis Obispo counties for over 50 years. Established in 2002, the Camino Scholars Education Program operates 10 learning centers in Santa Barbara and San Luis Obispo counties and serves 500 students annually from kindergarten through college. Our students, most of whom are classified as English Language Learners and come from low-income families and historically under-resourced demographics, are now attaining proficiency rates in English language literacy and mathematics which outpace their English-only speaking peers. All students have an absenteeism rate of less than 5% and all of our continuously-enrolled students graduate from high school. Among students enrolled in the College Club counterpart, our cohorts have maintained a college persistence and graduation rate of 98%. Through the assistance of our financial aid advising services, most of our students have completed their degree with minimal to no student debt accumulation, setting them firmly on the path to lifelong resiliency.

During the 2023-24 grant period, our learning center has closed for several months due to staffing shortages. College Club services continue uninterrupted, but services to K-8th grade students has been interrupted. PSHH is working to backfill this position as soon as possible.

F.2. How does your organization ensure that its Board and staff reflect the diversity of Santa Barbara County?

Describe efforts being made to be diverse, equitable, and inclusive, including appointing and hiring persons that reflect the age, gender, race, ethnicity, disability, income, etc. of the community.

PSHH's footprint includes San Luis Obispo, Santa Barbara, and Ventura counties, and board members are selected in part for geographical representation of the PSHH footprint, ensuring all regions are represented. Additionally, in order to qualify as a Community Housing Development Organization, it is required that the Board consist of at least 1/3 residents of low-income neighborhoods, be low-income community residents, or be elected representatives of low-income neighborhood organizations. Additionally, no more than 1/3 of the Board members may be public officials, employees or members of a public entity, board or agency, or appointed by a public entity, board or agency.

F.3. Describe your organizational plan to continue programs should there be a reduction in staff or volunteers in the face of another health emergency or natural disaster.

PSHH ensures the strength of its organizational and departmental staffing structures through recruitment and retention practices which prioritize hiring best practices that ensure highest levels of capabilities among our candidates and preserve the continuity of the high standard of care for which PSHH is known. PSHH's in-house Accounting and Finance department provides expert fiscal oversight, maintaining overhead efficiency and securing asset reserves. These fiscal strategies ensure the Camino Scholars program's sustainability and strength of staffing structures while keeping services free of charge or barrier for the students and families we serve. Should another health emergency, workforce reductions, or natural disaster occur, Camino Scholars is fully prepared to pivot modes of instruction to its distance learning format, which was first deployed in March 2020, on a contingency basis. PSHH would also seek partnerships with grantors, private donors, or alternate sources of funding or in-kind donations to

secure PPE or other essential health and safety equipment required to protect its frontline staff and residents. If financial impacts required, PSHH would draw upon organizational reserves otherwise used to establish new affordable housing on the Central Coast in order to ensure program solvency.

F.4. List the staff positions that will be dedicated to the proposed program. In addition to your answer, please upload bios or resumes of key staff in the Documents section.

For each position, include: a) name, b) title, c) experience and qualifications, d) projected number of hours per week dedicated to the proposed program, e) whether it is an existing position or will be a new hire, and f) whether paid or unpaid.

Name of Staff Person	Position Title	Experience and Qualifications	Hours/Week	Existing or New?	Paid or Volunteer?
TBD	Lead Educator	Experience teaching or tutoring, supervisory experience, or experience operating an education center, college degree, CPR certification, and more	30	Existing	Paid
Kris Reid	Education Director	Experience supervising employees, experience with educational programs	40	Existing	Paid

G. Financial

Completed by grants@pshhc.org on 1/12/2024 1:36 PM

Case Id: 31953

Name: PSHH-Carp Camino Scholars (CDBG) - 2024/25

Address: 1060 Kendall Road, San Luis Obispo, CA 93401

G. Financial

Please provide the following information.

G.1. Does the applicant have sufficient cash reserves to pay for program costs as they are incurred?

CDBG funds are provided on a cost-reimbursement basis; proof of payment will be required prior to CDBG reimbursement.

Yes

G.2. Select the month in which your Agency's fiscal year ends.

June

G.3. Does your Agency have any outstanding litigation or other legal issues

No

G.4. Are there any outstanding financial audit findings which remain unresolved?

No

G.5. Did the Agency expend \$750,000 or more in federal funds in its last fiscal year?

Yes

If yes, upload the agency's most recent Single Audit in the Required Documentation section.

H. Insurance

Completed by grants@pshhc.org on 1/12/2024 1:39 PM

Case Id: 31953

Name: PSHH-Carp Camino Scholars (CDBG) - 2024/25

Address: 1060 Kendall Road, San Luis Obispo, CA 93401

H. Insurance

Updated insurance must be submitted immediately upon expiration.

H.1 Upload the following Certificates of Insurance and enter their expiration dates: For a description of County insurance requirements, [click here](#).



General Liability

PSHH Cert of Liability with SB Co Rider.pdf

Expiration Date

03/07/2024



Automobile Insurance

PSHH Cert of Liability with SB Co Rider.pdf

Expiration Date

03/07/2024



Workers Compensation

PSHH Cert of Liability with SB Co Rider.pdf

Expiration Date

03/07/2024



Professional Liability

PSHH Cert of Liability with SB Co Rider.pdf

Expiration Date

03/07/2024



Sexual Misconduct Liability (required for contracts involving care/supervision of children, seniors, or vulnerable persons)

PSHH Cert of Liability with SB Co Rider.pdf

Expiration Date

03/07/2024

I. Proposed Program Budget

Completed by grants@pshhc.org on 1/12/2024 1:58 PM

Case Id: 31953

Name: PSHH-Carp Camino Scholars (CDBG) - 2024/25

Address: 1060 Kendall Road, San Luis Obispo, CA 93401

I. Proposed Program Budget

Please provide the following information.

I.1. CDBG eligible costs include those necessary for the operations of the CDBG-funded program, including labor, supplies, employee training, conferences, travel, marketing, etc. Ineligible costs include purchase of equipment and personal property.

List all budget line items below, including each individual CDBG-funded staff Position. Please limit your CDBG funding request to no more than four budget line items.

Email HCDNOFA@co.santa-barbara.ca.us with any questions.

Proposed Program Budget. Include the total budget for the proposed program and show which budget lines will include CDBG funds. Each staff position assigned to the project must be a separate line item.

Budget Line Item	Funding From This Application	Other Funding	Program Total
Educator salaries, benefits, taxes	\$14,890.00	\$95,749.00	\$110,639.00
Employment Services	\$0.00	\$25.00	\$25.00
Mileage	\$0.00	\$100.00	\$100.00
Travel	\$0.00	\$100.00	\$100.00
Workshops	\$0.00	\$200.00	\$200.00
Meals	\$0.00	\$50.00	\$50.00
Supplies	\$0.00	\$2,400.00	\$2,400.00
Repairs/Maintenance	\$0.00	\$600.00	\$600.00
Computer Supplies	\$0.00	\$3,700.00	\$3,700.00
Telephone	\$0.00	\$600.00	\$600.00
Printing	\$0.00	\$200.00	\$200.00
Insurance	\$0.00	\$375.00	\$375.00
Advertising/Marketing	\$0.00	\$1,000.00	\$1,000.00
TOTAL	\$14,890.00	\$105,099.00	\$119,989.00

I.2. Funding Sources for Proposed Program

Identify sources of leveraged funding, including in-kind match, for this activity in the tables referenced below. Include the status of these funds (i.e. cash on hand, grants received, planned fundraising, in-kind amount for volunteers, staff time, etc.). BE SPECIFIC – don't just say "Private Trust," say "Private Trust: John and Jane Doe Memorial Foundation," list all anticipated loans, etc. Include any restricted/unrestricted reserve funds you intend to use, as well. Details can be provided as an additional uploaded document.

Total sources must match total budget above.

Other Funding (Name of Source)	Status	Amount (\$)	Anticipated award notification date
County of SB/City of Carpinteria CDBG	Pending	\$14,890.00	M/d/yyyy
Camino Scholars Fees from Dahlia Court Apartments	Committed	\$39,728.00	01/01/2024
People's Self-Help Housing	Not Yet Requested	\$65,371.00	05/31/2024
Total program revenue		\$119,989.00	

J. Required Documentation

Completed by grants@pshhc.org on 1/12/2024 2:09 PM

Case Id: 31953

Name: PSHH-Carp Camino Scholars (CDBG) - 2024/25

Address: 1060 Kendall Road, San Luis Obispo, CA 93401

J. Required Documentation

Please provide the following information. The circle to the left of each file will be filled with a green checkmark upon successful document upload. If necessary, you may upload multiple documents under a single category.

Please download, complete, and upload below

- [W9](#)
- [Conflict of Interest Statement](#)

Documentation



W-9 *Required

W-9 PSHHC 2023.pdf



Form 990 *Required

PSHH FYE22 990.pdf



Articles of Incorporation and Bylaws *Required

PSHH Amended Articles of Incorporation Final 12-16-20.pdf

PSHH Amended and Restated Bylaws.pdf



Federal Tax Exemption Letter *Required

PSHH 501c3 Tax Exemption Letter 12.21.pdf



Most Recent Audited Financial Statements *Required

FYE22 Audit PSHH.pdf

☒ **Most Recent Single Audit (see question 1.5)**

FYE22 Audit PSHH.pdf

☒ **Organizational Chart *Required**

Corp Org Chart May 2023.pdf

☒ **List of Board of Directors *Required**

PSHH Board and Exec leadership.pdf

☒ **Conflict of Interest Statement *Required**

PSHH Conflict of Interest.pdf

☒ **Resumes of Program Team *Required**

Kris Reid Resume 9.26.22.pdf

☒ **Blank Intake Form *Required**

11478_Tenant Preapplication.pdf

11477_Tenant Application.pdf

11476_Camino Scholars Enrollment form.pdf

☒ **Handouts and Promotional Material**

Camino Scholars Brochure - Spanish.pdf

Camino Scholars Brochure.pdf

College Club Brochure - Spanish.pdf

College Club Brochure.pdf

☐ **Additional Documentation**

***No files uploaded*

Submit

Completed by grants@pshhc.org on 1/12/2024 2:09 PM

Case Id: 31953

Name: PSHH-Carp Camino Scholars (CDBG) - 2024/25

Address: 1060 Kendall Road, San Luis Obispo, CA 93401

Submit

Please provide the following information.

I CERTIFY THE FOLLOWING:

☒ The information contained in the application and all attachments is true to the best of my knowledge.

☒ The Agency is a 501(c)(3) or (4) Non-Profit Organization.

IF AWARDED FUNDS, THE AGENCY CERTIFIES THAT:

☒ It will notify the County in writing of any proposed changes to the project's scope, schedule, or budget, and it understands that all changes must be approved by the County before they are implemented.

☒ It will comply with Federal, State and County regulations and policies applicable to the source of funds awarded.

☒ It understands that the County, HUD or other federal entity shall have access to all program and financial records related to the program for monitoring or audit purposes.

☒ There will be sufficient funds, including County and other sources of funds, to operate the program as proposed.

☒ There will be sufficient staff capacity to effectively administer the program.

☒ It will income-qualify all program participants (beneficiaries) in accordance with 24 CFR Part 5.609 (Part 5), unless certified by the County as an Area Benefit or Presumed Beneficiary program.

☒ It will collect income, race and ethnicity data on low-income persons and, if applicable, special populations such as elderly, abused children, homeless, disabled, HIV/AIDS persons (see definitions of special needs populations in question D3 of the application).

☒ It will retain records relating to the use of federal funds for a period not less than five years.

☒ It has, or will have in place prior to the execution of an agreement with the County, a personnel policy with an

affirmative action plan and grievance procedure.

- ☒ It will provide timely performance reports as required in the executed agreement with the County.
- ☒ It will provide proof of insurance described in the "Insurance" section of the application and will provide updated insurance immediately upon expiration.
- ☒ It will comply with the Federal Funding Accountability and Transparency Act (FFATA) – 2 CFR Part 170.
- ☒ It will comply with 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.
- ☒ It will comply with Generally Accepted Accounting Principles.
- ☒ If its program serves homeless or at risk of homeless clients, it will comply with the County's Coordinated Entry System (CES) and Homeless Management and Information System (HMIS).

Signature

Forrest Eastham

Electronically signed by grants@pshhc.org on 1/12/2024 2:09 PM

Date

01/12/2024

Attachment B.

Girls Inc. of Carpinteria (Out-of-School Support)
CDBG Public Service Application

CDBG Committee Recommendations
2024-2025 Public Services Grant
March 11, 2024 City Council Meeting

A. Applicant Information

Completed by tess@girlsinc-carp.org on 1/12/2024 1:41 PM

Case Id: 31956

Name: Girls Inc. of Carpinteria Out-of-School Support -

Address: 5315 Foothill Road, Carpinteria, CA 93013

A. Applicant Information

Please provide the following information

Click here to download the [FY 2024-25 NOFA](#)

ORGANIZATION INFORMATION

A.1. Legal name of organization

Girls Inc. of Carpinteria

A.2. Physical Address

5315 Foothill Road Carpinteria , CA 93013

A.3. Mailing address

5315 Foothill Road Carpinteria, CA 93013

A.4. Organization Web Site

www.girlsinc-carp.org

A.5. Unique Entity ID (formerly DUNS Number)

[REDACTED]

A.6. Federal EIN/TIN Number

[REDACTED]

PRIMARY CONTACT INFORMATION

A.7. Title

Accounting and Data Manag

A.8. First Name

Paola

A.9. Last Name

Vega

A.10. Phone

8056846364

A.11. Email

paola@girlsinc-carp.org

Printed By: Marjorie Klotthor on 1/17/2024

ADDITIONAL CONTACT INFORMATION

A.12. Agency's Chief Executive

Jamie Collins

A.13. Phone

8056846364

A.14. Email

jamie@girlsinc-carp.org

A.15. Program Coordinator

Kenya Rodriguez

A.16. Phone

8056846364

A.17. Email

kenya@girlsinc-carp.org

A.18. Financial Coordinator

Paola Vega

A.19. Phone

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A.20. Email

paola@girlsinc-carp.org

B. Funding Request

Completed by tess@girlsinc-carp.org on 1/12/2024 1:43 PM

Case Id: 31956

Name: Girls Inc. of Carpinteria Out-of-School Support -

Address: 5315 Foothill Road, Carpinteria, CA 93013

B. Funding Request

Please provide the following information.

B.1. Select the jurisdiction for which you are applying for funding

Carpinteria

B.2. Amount requested for this program (minimum \$15,000 grant request for Santa Barbara County):

\$25,000.00

B.4. If yes, list the amounts requested from each jurisdiction and whether or not the funds have been committed. If no, leave this table blank.

	Amount (\$)	Committed?
Goleta	\$0.00	N/A
Lompoc	\$0.00	N/A
Santa Maria	\$0.00	N/A
City of Santa Barbara	\$0.00	N/A
TOTAL	\$0.00	

B.5. List the name(s) and title(s) of the organization's staff who attended mandatory training.

Tess Ortega, Development Director

B.6. Select the Supervisorial district in which the program office is located.

District 1 - Williams

B.7. Agency Mission Statement

Our mission is to inspire girls to be strong, smart, and bold with a vision of empowered girls in an equitable society.

Years of operation

B.8. How long has your agency been in operation?

54

B.9. How long has the proposed program been in operation?

54

B.10. Was the proposed CDBG program funded by the County in FY 2023-24?

Yes

B.11. Is your agency a Faith-Based Organization?

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

Printed By: Marjorie Klotthor on 1/17/2024

separately.

No

B.12. In addition to the proposed program for CDBG funds, please provide a brief description of all of your Agency's programs and services.

Girls Inc. of Carpinteria inspires all girls to be strong, smart, and bold through programs that empower girls to achieve personal, social, political, and economic success. Our programs respond to the critical need in Carpinteria for high-quality after-school enrichment for K-12th grade girls. In addition to the Out-of-School programming described in this application, Girls Inc. provides the following critical service safety net programs:

*¡Listos! Smart & Ready Program: Financial support for families including scholarships for Girls Inc. programming and evening workshops and classes for families, focusing on three core areas: Financial Literacy, Savings, and Investments.

*Eureka!: A 5-year college-bound program that provides an opportunity for long-lasting mentorships and for girls to drive local, state, and national policy.

*SMART/STEM Enrichment: Interactive workshops and exposure to women leaders in STEM fields.

*Strong Programming: Girls Inc. fills the gaps of Carpinteria's lack of physical education through intentional programming to encourage leading strong, healthy lifestyles.

*Early Literacy Program: Inspires elementary girls to reach reading benchmarks and expose them to culturally diverse character experiences.

*Early Intervention Teen After-School Program: Carpinteria Unified reached out in response to the growing need for trauma-informed care and peer-to-peer conflict resolution to build skills amongst middle school girls.

*24/7 food pantry: For all community members struggling with basic necessities.

*Healthy Sexuality: We teach healthy sexuality at Carpinteria's middle and high schools to children of all genders.

*3-stage mental health program: All staff are trained in trauma-informed care and first aid mental health.

Through these programs, we reached a total of 939 students in FY22-23.

C. Program Information

Completed by tess@girlsinc-carp.org on 1/12/2024 4:13 PM

Case Id: 31956

Name: Girls Inc. of Carpinteria Out-of-School Support -

Address: 5315 Foothill Road, Carpinteria, CA 93013

C. Program Information

Please provide the following information.

C.1. Name of program

Girls Inc. of Carpinteria Out-of-School Program

C.2. Street address of the proposed program

5315 Foothill Road Carpinteria, CA 93013

C.3. Briefly summarize the program that is to be funded with CDBG/HSC funds. You will have an opportunity to provide a more detailed description in question C.8 below.

Girls Inc. will provide critical child care social service safety net programming for local youth and families from low-income backgrounds. For example, Girls Inc. is open when schools are closed, including after school, summers, and other breaks. Our Out-of-School programming is crucial in the development of our girls' future academic and career interests while meeting immediate child care needs. Our holistic services help families build a foundation of financial stability and security.

C.4. Select the Human Services Commission priority that best describes your agency's proposed program for which you are seeking funding.

Sustain critical social service safety net programs countywide for children, families, seniors, homeless, persons with disabilities, victims of abuse and other vulnerable populations

C.5. Enter the number of persons, by income, expected to be served by the proposed program during the fiscal year July 1, 2024 – June 30, 2025.

Count all members of a household when the entire household is served (e.g. food banks); for services targeting individuals (e.g. mental health counseling), count only the person receiving services. Please refer to the Notice of Funding Availability for current income limits for Santa Barbara County.

Persons 0-30%	155
Persons 30%-50%	150
Persons 50%-80%	70
Persons >80%	100
TOTAL	475

C.6. Define the program's service area. This may be defined in terms of streets, census tracts, city/county boundaries, or another similar method.

The majority of the participants in our program are residents of Carpinteria and all attend school within the Carpinteria Unified School District (CUSD).

Our outreach programs, such as comprehensive sexual education and our early intervention teen after-school program to mitigate violence amongst middle school girls take place on school campuses within CUSD.

Our Out-of-School enrichment and ¡Listos! Smart & Ready Program takes place at our campus in Carpinteria located at 5315 Foothill Road, Carpinteria, CA 93013. Our campus is the only licensed, school-age child care facility in Carpinteria. Our campus is centrally located within Carpinteria city limits.

Our space has five classrooms, a STEM lab, library, conference room, gymnasium, kitchen, and multiple office spaces all indoors. We also have a playground, two gardens, two covered patio areas, and a courtyard. Our facility currently runs on partial solar power and we are looking to deepen our commitment to becoming green.

C.7. Select the area of the County which the program primarily serves.

South County

C.8. Describe the program to be funded, including the type of activities that will be provided and the population to be served.

Girls Inc. serves as a critical social service safety net for families from low-income backgrounds while developing participants into strong, smart, and bold individuals. Girls Inc. provides Out-of-School programs including after school, summer, and winter/spring breaks when families need care the most.

Activities include:

Strong Programs: We focus on our girls' physical and mental well-being and the avoidance of risky behaviors. We strengthen girls' physical health through sports enrichment, and participation in healthy lifestyles, encouraging girls to make healthy, informed choices. Strong programs connect families to resources and family engagement nights focusing on healthy eating, physical fitness, and mental wellness including our new ¡Listos! Smart & Ready Program to help families build a foundation for financial stability and growth.

Smart Programs: We support intellectual growth through academic enrichment, support, and post-secondary readiness in a supportive, all-girl environment. Girls participate in fun, hands-on activities, visit college campuses, and meet professionals from a variety of fields, with a focus on connecting with female mentors. Our campus includes a state-of-the-art STEM lab to engage girls' interests in science, technology, engineering, and math.

Bold Programs: We believe that each girl has the capacity to be an effective agent of change. Our programs bolster leadership skills, incorporate civic engagement, and encourage girls to advocate for themselves and their communities.

Girls Inc.'s hard-working families often hold multiple jobs to make ends meet and are in need of child care, but often cannot afford it. Of our Out-of-School program participants, 65% qualify as low-income, 100% identify as female, 78% identify as a person of color, and 100% are 5-14 years old. Recognizing how our girls/families face intersectional challenges, Girls Inc.'s high-impact experience is accessible and offered free/reduced cost.

C.9. Provide a concise, objective statement of work to be incorporated into the program's contract if the program is selected for funding.

If selected for funding, Girls Inc. will provide the following social safety net services to girls and families in Carpinteria:

*Respond to the critical out-of-school child care need in Carpinteria by offering high-quality after-school and summer enrichment for approximately 600 kindergarten - 12th grade girls.

*Ensure accessibility by providing \$300,000 in scholarship funding and offering free programming such as ¡Listos!

Smart & Ready for low-income families and sliding scale fees for qualifying families.

*Focus on developing the whole-girl through our strong, smart, and bold programming in a pro-girl environment.

*Provide research-based programming to equip girls to navigate gender, economic, and social barriers so they grow up healthy, educated, and independent.

*Measure outcomes of our programming through formal evaluation, surveys, and testimonials in order to continually improve and adjust programs to meet family and community needs.

Funding from the County is critical in helping local families recover economically from layoffs, furloughs, and temporary reductions in work hours while inflation and housing costs in the South Coast Region continue to soar. Your investment enables Girls Inc. to offer scholarship support for critical after-school and summer care, and promote financial independence for working families. In partnership, the County helps ensure girls in our community have the opportunity to engage in a pro-girl environment that inspires them to be strong, smart, and bold.

C.10. Describe the unmet need to be addressed by this program

Girls Inc.'s intentional programming fills the gaps for our local schools and is designed to meet the child care needs in our community. As the only licensed, school-age child care facility in Carpinteria, we work in partnership with schools to provide a safe, empowering environment for girls outside of school hours.

In addition, our programming addresses the economic needs of our working families. In the post pandemic era, Girls Inc. continues to see an immense need for family financial assistance. Most of our families consist of either a single-working parent or two full-time working parents, many who are employed as housekeepers, field workers, and day laborers. Girls Inc.'s hard-working families often hold multiple jobs to make ends meet and are in need of child care, but often cannot afford it. Our families also are at a disadvantage in times of economic uncertainty such as layoffs, furloughs, temporary reduction in work hours, inflation, and high housing costs.

The economic impact continues to disproportionately affect low-income families of color, of whom a majority of our program participants are girls of color. Of our Out-of-School program participants, 65% qualify as low-income, 100% identify as female, 78% identify as a person of color, and 100% are 5-14 years old.

In response to the urgent need for financial help, Girls Inc. provides full scholarships for all qualifying families to ease their financial burden and secure quality after-school enrichment. We are proud that we granted \$105,140 in scholarships to families needing financial assistance in FY22-23.

Beyond scholarship support, we've also recently launched a pilot program, ¡Listos! Smart & Ready, which addresses economic equity by providing our families the tools and supportive resources for financial stability and security.

C.11. Describe this program's needs assessment process. How did your agency determine the need for this program, and how often do you reevaluate and perform needs assessments?

For program needs assessment, Girls Inc. directly surveys families, collaborates with schools, and uses local, regional, and national data to inform our programs.

Girls Inc. follows HUD data-collection guidelines by tracking family income of all participants and need for scholarship support. Between 6-8 times per year, we directly survey families and participants about their needs and make modifications to our program. For example, we extended our Out-of-School hours of operation during the summer, incorporated gymnastics, and added more strong programming based on parent surveys.

We work closely with Carpinteria Unified (CUSD) and schools to assess needs and adjust programs. CUSD will often

identify a gap in their service delivery and reach out to Girls Inc. to fill it. For example, CUSD reached out to Girls Inc. when there was an uptick in girl violence at Carp Middle School. We now operate on the middle school's campus 4/week to deliver programming that focuses on empowerment and mitigating violence.

Relevant research informs our programming. According to a 2022 CDC study, 37% of high school students reported they experienced poor mental health during the pandemic, and 44% reported they persistently felt sad or hopeless. CDC Acting Principal Deputy Director Debra Houry shares, "These data echo a cry for help. The COVID-19 pandemic has created traumatic stressors that have the potential to further erode students' mental wellbeing. Our research shows that surrounding youth with the proper support can reverse these trends and help our youth now and in the future."

We understand our responsibility to address youth mental health and are responding by prioritizing mental health, implementing buffering services, and training staff. As part of our 3-stage mental health initiative, all staff have been trained in trauma-informed care and first aid mental health.

C.12. Describe how your agency collaborates with other organizations that provide similar services and how you work together to reduce duplication, share data, and collaborate on the provision of services. Explain the results.

Collaboration with 40+ public, private, and nonprofit sector partners is key to our Core, Out-of School, and ¡Listos! Smart & Ready programs and critical to the success of our girls and families. Examples include:

- *Strengthen Support Ecosystem: We coordinate support for students served by local agencies including The City of Carpinteria, United Boys & Girls Clubs of Santa Barbara County's Carpinteria Club, the Carpinteria Children's Project, and Carpinteria Unified.

- *Enrich Strong Programming: The UCSB's Early Academic Outreach Program, CSU Channel Islands, Santa Barbara City College, and additional partnerships with local businesses support our Eureka! and Fresh Futures programming to deliver a combination of STEM, athletic enrichment, personal development, and career development for our teen participants. Standing Together to End Sexual Assault (STESA) and Planned Parenthood of the Central Coast partner with us to provide education about exploitation, misinformation, and resources in the community.

- *Incorporate Arts Programming: Santa Barbara Museum of Art, Carpinteria Arts Center, and Santa Barbara Dance Institute to make art programming accessible to all youth.

- *Enhance Smart Programming: Avantor, PWC, other corporations, and SB Women in STEM help girls explore and uncover deeper understandings of the books and characters they're reading.

- *Referrals: We work with the Foodbank of Santa Barbara, Family Services Agency, Child Abuse Listening Mediation, and Hospice of Santa Barbara on a referral basis for girls and families to ensure basic needs and mental health services are met.

- *Data Collection: Girls Inc. National developed the Strong, Smart, and Bold Outcomes survey (SSBOS) in partnership with Child Trends, a leading youth development research firm. We use localized and national data to inform our program's effectiveness.

Our partnership network continues to grow within the community to meet the needs of our girls and families.

C.13. How are clients referred to the program?

Although participants do not need formal referrals to access our services, community organizations and partners share Girls Inc. as a resource when they know a family can benefit from our comprehensive and compensatory services. Our strong partnerships with the community are critical in our ability to reach girls and families who otherwise may fall through the cracks. Carpinteria Unified School District will often identify students who need out-of-school care, are from low-income backgrounds, and currently performing below grade level. In addition, the Santa Barbara County Office of Education will often refer students and families to our services.

We strengthen the overall ecosystem of support services through strong collaborations and informal referral processes. Girls Inc. will refer families to organizations that specialize in services outside of our direct scope such as the Foodbank of Santa Barbara, Family Service Agency, Child Abuse Listening Mediation, Hospice of Santa Barbara, etc. Reciprocally, community organizations will refer Girls Inc. to their participants if they identify a need in their clientele. This collaborative, rather than competitive approach to reaching families, strengthens the community and ensures families are referred to programs that best meet their needs.

C.14. Describe your program's outreach or marketing activities to meet the CDBG National Objective to serve primarily low-income persons.

Girls Inc. uses a multi-pronged outreach and marketing strategy to reach primarily persons from low-income backgrounds in accordance with the CDBG National Objective.

Traditional Marketing

Girls Inc. publicizes our Out-of-School and ¡Listos! Smart & Ready programming through our website, social media channels, e-newsletters, and local news sources. We issue updates about our programs through our e-newsletter (over 1,500 subscribers) and social media channels including Instagram (1,379 followers), Facebook (1,200 followers), and LinkedIn (180 followers). Our press coverage includes local media outlets such as the Santa Barbara Independent, Noozhawk, Coastal View News, etc. We have undergone a website revamp to help streamline program information, ensuring that the entire site is available in Spanish and English.

Partnerships

Girls Inc.'s partnerships and presence in the community increases our word-of-mouth reach, allowing us to reach families who cannot afford child care. Many of our cooperative relationships are with organizations that serve families from low-income backgrounds. These organizations offer Girls Inc. as a resource, knowing we can meet their needs for free or at an affordable cost. Our collaborations and outreach with other agencies reduce our agency's formal marketing costs allowing us to focus our monetary and time resources on service delivery that directly impacts our girls and families.

Community Resource

We provide auxiliary services to anyone who can benefit to strengthen the entire community. As an example, families and individuals can access our 24/7 community food pantry. We also offer our facility as a rental space for events such as weddings, birthdays, and quinceañeras. Families recognize Girls Inc. as an accessible resource in the community, and if eligible, they are more comfortable approaching us for additional services.

C.15. Describe how your organization provides culturally sensitive services and ensures access to non-English-speaking populations.

Girls Inc. prioritizes providing culturally sensitive services, recognizing that the majority of our girls face intersectional challenges due to systemic injustices designed to deter the progress of women, people of color, sexuality, and other identities. Providing culturally sensitive services is critical to foster a safe and supportive environment so girls grow up strong, smart, and bold. We believe that those most impacted by structural barriers are most equipped to develop solutions that will transform their lives and community. Advocacy is a key component of all our programs, and our approach centers the lived experiences of our girls, mostly Latinas from low-income backgrounds.

Guadalupe illustrates Girls Inc.'s impact on confidence and career goals. "We were presented with STEM fields that I would have never been exposed to. I was exposed to women in diverse fields. This eased my fears about pursuing a field dominated by males and I have decided to pursue a major in Environmental Engineering. Eureka! has given me

tools and knowledge to be a smart, and successful young woman. “

Carpinteria is an agricultural community with 46% of the population identifying as Hispanic, 22% born outside the U.S. (with 77% of those born in Latin America), and 29% of children speak Spanish primarily at home. As a result, we are working towards 100% of our electronic and print communications in both English and Spanish as part of our strategic framework. Our strategic framework runs through 2025, and we are on track to achieve this milestone before our goal having recently released a fully bilingual website.

We work with local agricultural companies and CUSD to help reach migrant/agricultural worker communities. Our Out-of-School care is critical for families who work long hours, do not have paid time off that mirrors school breaks, and are not paid living wages. Agricultural companies and CUSD confidently share Girls Inc. as a resource knowing we provide accessible services.

C.16. How do you ensure that prospective beneficiaries have access to your services? (E.g. transportation assistance, remote or at-home delivery of services, etc.). Are all facilities used to provide program-related services ADA-compliant?

Girls Inc. views accessibility as multifaceted including physical, financial, emotional, educational, etc. to best support prospective beneficiaries and current families.

Girls Inc. ensures participants and their families can physically access our services. We provide after-school transportation from all Carpinteria elementary and middle schools to our campus. We send staff to pick up participants in coordination when their school day ends. Girls Inc. has five 9-passenger vans used for pickups. For the elementary school within walking distance, we safely walk girls to our campus.

On our Carpinteria campus, all buildings are ADA compliant and we ensure compliance with new requirements as we renovate and update various sections of our property. All buildings are one story, increasing physical accessibility. Beyond ADA compliance, Girls Inc. is intentional with physical spaces. The entire campus has been renovated within the last five years to make each space intentional, program forward, and inclusive.

Girls Inc. Out-of-School programming provides in-person services when schools are closed to ensure our families are supported. Having our physical space open when school campuses are closed enables families to work during varied work hours and during uncertain and difficult times. Providing maximum flexibility to families, our facility is open M-F 329+ days per year during the following times:

*School Year: Participants arrive at our facility after the school day (ranging from 1pm - 3pm) and family pick up at 5:30pm

*School Breaks: 7:30am -5:30pm

*Summer: 7:30am - 6pm

As described in this application, we provide scholarship support and auxiliary services so families from low-income backgrounds can access our services. We also provide culturally relevant programming so our participants can relate their lived experience, retain knowledge shared, and explore and connect to their passions.

C.17. Describe your organization’s efforts to include diversity, equity, and inclusion in its outreach activities to ensure access to services for all.

Girls Inc. centers diversity, equity, and inclusion (DEI) in its outreach activities, programming, and internal policies/procedures. We’ve leaned into our organization’s core values by offering a welcoming, safe, and supportive

environment that builds partnerships, trust, and connections to drive our mission - creating an environment where all girls in our care can thrive.

Our Out-of-School program provides culturally sensitive services through a combination of long-lasting mentoring relationships, a pro-girl environment, and research-based curriculum that equips girls to navigate gender, economic, and social barriers, so they grow up healthy, educated, and independent. We recognize and embrace that the majority of our participants are multilingual and multicultural. To best support our girls and families, we ensure that principles of DEI are embedded in our values and create specific DEI goals.

Girls Inc. of Carpinteria is guided by the following values:

- *Community: We share a responsibility to offer a welcoming, safe, and supportive environment that builds partnerships, trust, and connections to drive our mission.
- *Inclusion: We provide equitable access to opportunities and resources based on the needs of those we serve.
- *Bold Advocacy: We are responsive and engaged in issues pertaining to the lived experiences of the girls we serve.

Our DEI goals include the following:

- *Goal 1: Dedication to the continued learning and development of programs and operations through a DEI lens.
- *Goal 2: Commitment to strategically prioritize goals and needs of our community with the underlying truth of an obligation to DEI.
- *Goal 3: Understanding that DEI work isn't a checklist of trainings and policies to be implemented but a true culture shift and realization of positionality.

D. Federal Eligibility

Completed by tess@girlsinc-carp.org on 1/12/2024 1:54 PM

Case Id: 31956

Name: Girls Inc. of Carpinteria Out-of-School Support -

Address: 5315 Foothill Road, Carpinteria, CA 93013

D. Federal Eligibility

Please provide the following information.

D.1. Select ONE of the following criteria under which the proposed program qualifies. (Click on each option to see the definition before making your final selection).

Low-Moderate Clientele

D.2. Low-Moderate Clientele

Low-Moderate Clientele: Information on income must be collected for ALL clients or households to demonstrate that at least 51% of the clients served are low- or moderate-income.

The applicant agrees to income qualify its clientele in accordance with 24 CFR Part 5, and to collect race and ethnicity information from its clientele in accordance with Census categories.

Income information must be collected for ALL adults aged 18 or older, including low-income and non low-income persons or households to demonstrate that at least 51% of those served are at or below 80% of Area Median income as published by HUD annually for the Santa Barbara County/Santa Maria Metropolitan Statistical Area (MSA). If a client cannot or will not provide income documentation, they must be presumed to be above 80% of Area Median Income.

If the proposed program does not meet the definition of Area Benefit or Presumed Beneficiaries, the Agency must perform income certification verifying at least 51% of clients served have incomes at or below 80% of Area Median Income. For example, if the project will serve 100 clients, at least 51 of these must be determined to be at or below 80% of AMI for Santa Barbara County to meet CDBG objectives.



D.3. D.3 Agency attests that it will income-certify ALL clients benefitting from the proposed program in accordance with 24 CFR 5.609-612. This includes collecting pay check stubs, bank statements, federal subsidy monthly statements, e.g. SSI, and asset information. The collection of income tax returns alone is not a sufficient source of documentation and may be used only to confirm or verify income.

D.4. Please provide a brief description of current and/or past agency experience in performing and determining individual/household income. Include sources of documentation used and responsible agency/staff experience in this regard.

Girls Inc. has decades of collecting and determining parent/household income that follows HUD income verification requirements. Our Office and Data Manager coordinates this process as part of the on-boarding process. We understand that guidelines require us to use third-party verifications including paystubs (either 3 or 12 months depending on the type of employment), W-2s, tax returns, bank statements, award letters, child support payment records, court awards, and more. Once we receive the verifications and documentation, our Office and Data Manager reviews and compares all of the information for consistency. Our sliding-fee scale is based on the Santa Barbara County guidelines for public housing assistance.

We track individual/household income data and store it for our own records and data reporting purposes. Our Office and Data Manager stays updated on developments with HUD guidelines and adjusts our internal processes to mirror any modifications made by HUD.

Girls Inc. and our staff are comfortable with the systems that we have in place to accurately assess and track HUD income data.

D.5. If agency clientele qualify as “low-income” in accordance and definition by another federal agency and/or program, such as food stamps, please indicate this and how it is/will be documented as consistent with CDBG income qualifications, e.g., other federal means-tested, needs-based programs related to housing, health care, education, nutrition, etc.

Even if families qualify as low-income by federal agencies or other programs, Girls Inc. requires full-income verifications. We maintain our own verification and tracking system as part of the client-income process and throughout a family’s involvement with Girls Inc.

E. Program Goals

Completed by tess@girlsinc-carp.org on 1/12/2024 4:17 PM

Case Id: 31956

Name: Girls Inc. of Carpinteria Out-of-School Support -

Address: 5315 Foothill Road, Carpinteria, CA 93013

E. Program Goals

Please provide the following information.

E.1. Identify the number of unduplicated clients to be served by the proposed program.

If a person receives multiple counseling sessions annually, count that person one time. If a person visits a food bank multiple times in the year, count all members of the family at each visit.

475

E.2. List up to two other quantifiable outputs/performance targets. For each output or target, describe how program participants' lives will be improved.

Output examples: # of services provided, e.g. meals, classes, counseling or case management sessions, etc. Impact examples: improve nutrition/health, increased self-sufficiency, change in economic status, etc.

Goal Description	Number	Impact Expected
Provide scholarship support to 60% of families in our programs	285	285 girls will receive scholarships or no-cost services so families from low-income backgrounds can access compensatory Out-of-School program
Provide more than 40,000 hours of Out-of-School programming	40,000	1) Improve nutrition/health through 13,000+ hours of strong programs 2) improve academics through 14,000+ hours of smart programs 3) increase self-sufficiency through 12,000+ hours of bold programs.

E.3. List two quantifiable outcomes. Outcomes should be related to the impacts described in the goals above.

Outcome examples: # of clients who report improved well-being on surveys or measurements, # of clients who enter permanent housing, etc.

Goal Description	Number	Impact Expected
Through our Bold Programming, provide participants 12,000 hours of activities that engage them in activities that help them evaluate and take healthy risks.	12,000	85% of participants report Girls Inc. encourages them to try new things, improving positive attitudes and behaviors, leading to increased confidence and self-worth.
Through our Smart Programming, participants are exposed to 14,000 hours of life-changing experiences, mentorships, and academic enrichment programs.	14,000	96% of participants state that they are confident they will graduate from college, increasing rates of pursuing post-secondary education and fulfilling careers.

E.4. Describe your client intake process. You will be required to upload a blank intake form in the “Required Documentation” section.

Note: To qualify for an award of CDBG funds, the agency must collect race and ethnicity information from all clients and, if required, income documentation.

Our client intake process includes collecting demographic data such as race/ethnicity information and income-verification documentation. To enroll for a program a family must complete our registration packet, which includes questions required by HUD guidelines for income and race/ethnicity collection. Once the family has submitted their registration packet, they pay the first week of enrollment and an annual \$35 membership fee. A scholarship will be applied if the family qualifies.

Our scholarship program is open for any family to apply. It is a separate application and intake process from the Girls Inc. general registration packet. The scholarship process includes completing our scholarship application and providing income documents for each adult in the household. We use third-party verifications including paystubs (either 3 or 12 months depending on the type of employment), W-2s, tax returns, bank statements, award letters, child support payment records, court awards, etc. Once the scholarship application and required documents are collected, our membership coordinator reviews the application and compares it to our sliding scale that is built upon HUD guidelines. Families are either approved or denied based on the scale and any extenuating circumstances. Typically, the scholarship program is open annually during the enrollment period. Due to our families still struggling economically, Girls Inc. provides them with the opportunity to re-apply for scholarships if their employment position or status changes.

F. Capacity

Completed by tess@girlsinc-carp.org on 1/12/2024 2:06 PM

Case Id: 31956

Name: Girls Inc. of Carpinteria Out-of-School Support -

Address: 5315 Foothill Road, Carpinteria, CA 93013

F. Capacity

Please provide the following information.

F.1. Describe your Agency's experience and capacity in assisting clients and meeting goals and objectives.

Girls Inc. of Carpinteria has 50+ years of experience in assisting our children and families while also meeting our goals and objectives. Our robust evaluation strategy combines demographic data, program dosage tracking, and pre- and post-outcome surveys. We are continuously improving and tracking the impact of our programs through surveys and data collection of retention, social competence, and academic performance throughout the year. We ensure girls are progressing academically by using California Assessment of Student Performance and Progress scores and CUSD academic database.

Girls across all programs participate in our Strong, Smart, and Bold Outcomes survey which was developed by Girls Inc. national in partnership with Child Trends, a leading youth development research firm. In addition, long-term outcomes are tracked based on school records and maintaining contact with participants after they complete our programs.

Our winter 2022 survey reveals the following positive indicators of future success:

STRONG Outcomes

89% say Girls Inc. provides fun sports/physical activity opportunities

SMART Outcomes

89% say they think science, math, and reading are fun and interesting

96% say they are confident they will graduate from college

BOLD Outcomes

77% say they get to be a leader at Girls Inc.

88% say they are encouraged to try new things at Girls Inc.

"The holistic approach to education, encompassing not only academic knowledge but also life skills and confidence-building, has become a comprehensive toolkit for my journey into adulthood." -Natalie, age 17

"In a world where school focuses primarily on academic achievements, Girls Inc. recognizes the importance of emotional growth and provides a safe space for the exploration of emotions and the development of connections." - Dulce, age 16

Our award-winning core educational programming meets the cognitive, emotional, and social needs of our participants as well as the financial needs of our families.

F.2. How does your organization ensure that its Board and staff reflect the diversity of Santa Barbara County?

Describe efforts being made to be diverse, equitable, and inclusive, including appointing and hiring persons that

reflect the age, gender, race, ethnicity, disability, income, etc. of the community.

As a long-term and systematic commitment to DEI, Girls Inc. ensures that its Board and staff reflect the diversity of Santa Barbara County. We utilize a comprehensive board matrix to evaluate our board annually, identify gaps, and strategically try to fill those gaps with new members. We aim to have our board represent the greater community we serve with a focus on diverse backgrounds, skills, and talents. As an example, more than 50% of our board are residents of Carpinteria. Further, a majority of our staff members are bilingual and bicultural, serving as positive role models for participants and maintaining close communication with families.

As part of our 2025 strategic framework, we are committed to an underlying truth of implementing DEI-centered work intentionally throughout our organization. As an example, Girls Inc. has hired an outside agency to conduct a comprehensive training for board members and staff. Our goal is to continue to learn, train, and implement genuine DEI-centered policies and practices.

F.3. Describe your organizational plan to continue programs should there be a reduction in staff or volunteers in the face of another health emergency or natural disaster.

Girls Inc. of Carpinteria has proved itself a nimble organization that can swiftly respond to community needs, manage staff/volunteer disruptions, and navigate through pandemics and natural disasters. For example, we were able to maintain all our staff throughout the pandemic due to creatively and swiftly changing our service delivery. Although Girls Inc. cannot predict another health emergency or natural disaster, we have demonstrated resilience by responding to the needs of the community. Girls Inc. is confident that our organization can weather any storm thrown our way while ensuring that our girls and families receive the critical service safety net programs . .

Further, Girls Inc. of Carpinteria has solidified its position as a broader support system during times of crisis within the community. We have been named one of three resiliency hub sites in the County as part of the Santa Barbara County Regional Climate Collaborative. This group is a new multi-sector network of organizations working together to advance climate mitigation and resiliency efforts in Santa Barbara County. As part of this coalition, Girls Inc. has the ability to offer the following emergency services/activities to 200-500 individuals:

- *Emergency shelter
- *Evacuation center
- *Warming/cooling center
- *Resource relief site (ex. public safety power shutoff community resource centers)
- *Local assistance center
- *Family assistance center (already engaged in this work and will continue to strengthen)
- *Community point of distribution

In addition, Girls Inc. has invested and continues to maintain its solar panels, ensuring access to electricity in the event of an emergency.

Our organization has the experience, resources, and network to continue programming and serve greater needs in the community in the face of another health emergency or natural disaster.

F.4. List the staff positions that will be dedicated to the proposed program. In addition to your answer, please upload bios or resumes of key staff in the Documents section.

For each position, include: a) name, b) title, c) experience and qualifications, d) projected number of hours per week dedicated to the proposed program, e) whether it is an existing position or will be a new hire, and f) whether

paid or unpaid.

Name of Staff Person	Position Title	Experience and Qualifications	Hours/Week	Existing or New?	Paid or Volunteer?
Paola Vega	Accounting and Data Manager	8 years with Girls Inc. of Carpinteria including the following positions: program facilitator, membership coordinator, and office & data manager	40	Existing	Paid
Kenya Rodriguez	Program Director	16+ years working with you including behavior interventionist, Girls Inc. Theatre Arts Instructor, and Founder/Coordinator of College Ambition Network	40	Existing	Paid
Stephanie Soicher	SMART Coordinator	20+ years working in early childhood education and youth development. Developed curriculum to combate learning difficulties in various educational settings.	40	Existing	Paid
Lei-Helani Talaro	Athletic Enrichment Coordinator	3+ years working with youth and program development including recreation site supervisor at City of Ventura Recreation Department and strong program coordinator at Girls Inc.	40	Existing	Paid
Stevi Pell	Teen & Eureka! Coordinator	3+ years working with youth and elderly focused on activity development and enrichment.	40	Existing	Paid
Melissa Cornejo	Campus Based Coordinator	5+ years working in women and girls advancement organizations. Worked with youth focusing on advocacy and legislation of women's issues.	40	Existing	Paid

G. Financial

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Case Id: 31956

Name: Girls Inc. of Carpinteria Out-of-School Support -

Address: 5315 Foothill Road, Carpinteria, CA 93013

G. Financial

Please provide the following information.

G.1. Does the applicant have sufficient cash reserves to pay for program costs as they are incurred?

CDBG funds are provided on a cost-reimbursement basis; proof of payment will be required prior to CDBG reimbursement.

Yes

G.2. Select the month in which your Agency's fiscal year ends.

June

G.3. Does your Agency have any outstanding litigation or other legal issues

No

G.4. Are there any outstanding financial audit findings which remain unresolved?

No

G.5. Did the Agency expend \$750,000 or more in federal funds in its last fiscal year?

No

H. Insurance

Completed by tess@girlsinc-carp.org on 1/12/2024 3:40 PM

Case Id: 31956

Name: Girls Inc. of Carpinteria Out-of-School Support -

Address: 5315 Foothill Road, Carpinteria, CA 93013

H. Insurance

Updated insurance must be submitted immediately upon expiration.

H.1 Upload the following Certificates of Insurance and enter their expiration dates: For a description of County insurance requirements, [click here](#).



General Liability

COL Insurance.pdf

Expiration Date

09/26/2024



Automobile Insurance

COL Insurance.pdf

Expiration Date

09/26/2024



Workers Compensation

COL Insurance.pdf

Expiration Date

06/30/2024





Professional Liability

COL Insurance.pdf

Expiration Date

09/26/2024



Sexual Misconduct Liability (required for contracts involving care/supervision of children, seniors, or vulnerable persons)

COL Insurance.pdf

Expiration Date

09/26/2024

I. Proposed Program Budget

Completed by tess@girlsinc-carp.org on 1/12/2024 4:18 PM

Case Id: 31956

Name: Girls Inc. of Carpinteria Out-of-School Support -

Address: 5315 Foothill Road, Carpinteria, CA 93013

I. Proposed Program Budget

Please provide the following information.

I.1. CDBG eligible costs include those necessary for the operations of the CDBG-funded program, including labor, supplies, employee training, conferences, travel, marketing, etc. Ineligible costs include purchase of equipment and personal property.

List all budget line items below, including each individual CDBG-funded staff Position. Please limit your CDBG funding request to no more than four budget line items.

Email HCDNOFA@co.santa-barbara.ca.us with any questions.

Proposed Program Budget. Include the total budget for the proposed program and show which budget lines will include CDBG funds. Each staff position assigned to the project must be a separate line item.

Budget Line Item	Funding From This Application	Other Funding	Program Total
Development	\$0.00	\$7,150.00	\$7,150.00
Book Keeper, Data Manager, Front Desk, Drivers	\$0.00	\$67,180.00	\$67,180.00
Program Directors & Managers	\$0.00	\$123,980.00	\$123,980.00
Program Facilitators	\$7,500.00	\$407,576.00	\$415,076.00
Program Scholarships	\$17,500.00	\$157,500.00	\$175,000.00
Program Supplies	\$0.00	\$84,681.00	\$84,681.00
In-direct Costs	\$0.00	\$218,223.00	\$218,223.00
TOTAL	\$25,000.00	\$1,066,290.00	\$1,091,290.00

I.2. Funding Sources for Proposed Program

Identify sources of leveraged funding, including in-kind match, for this activity in the tables referenced below. Include the status of these funds (i.e. cash on hand, grants received, planned fundraising, in-kind amount for volunteers, staff time, etc.). BE SPECIFIC – don't just say "Private Trust," say "Private Trust: John and Jane Doe Memorial Foundation," list all anticipated loans, etc. Include any restricted/unrestricted reserve funds you intend to use, as well. Details can be provided as an additional uploaded document.

Total sources must match total budget above.

Other Funding (Name of Source)	Status	Amount (\$)	Anticipated award notification date
County of Santa Barbara	Pending	\$25,000.00	M/d/yyyy

California Commission on the Status of Women & Girls	Committed	\$100,000.00	M/d/yyyy
Avantor	Committed	\$80,000.00	6/13/2023
Program Income	Pending	\$236,200.00	6/30/2024
Mithun Foundation	Committed	\$40,000.00	6/30/2023
Page Foundation	Committed	\$7,500.00	1/9/2024
Latkin Foundation	Not Yet Requested	\$5,000.00	5/30/2024
Lottie Daniels Foundation	Committed	\$29,400.00	6/5/2023
City of Carpinteria	Committed	\$30,000.00	11/17/2023
Stone Family Foundation	Committed	\$30,000.00	1/9/2024
Whale Beach Foundation	Committed	\$10,000.00	9/5/2023
Carpinteria Unified School Distrcit	Committed	\$100,000.00	M/d/yyyy
Individuals/Corporations	Pending	\$60,500.00	6/30/2024
Total program revenue		\$753,600.00	

J. Required Documentation

Completed by tess@girlsinc-carp.org on 1/12/2024 3:07 PM

Case Id: 31956

Name: Girls Inc. of Carpinteria Out-of-School Support -

Address: 5315 Foothill Road, Carpinteria, CA 93013

J. Required Documentation

Please provide the following information. The circle to the left of each file will be filled with a green checkmark upon successful document upload. If necessary, you may upload multiple documents under a single category.

Please download, complete, and upload below

- [W9](#)
- [Conflict of Interest Statement](#)

Documentation



W-9 *Required

GIC 2023 W-9.pdf



Form 990 *Required

Girls Inc Carpinteria FY21-22 Form 990 Public Disclosure Copy.pdf



Articles of Incorporation and Bylaws *Required

GIC Articles of Incorporation-Name Change 1990.pdf



Federal Tax Exemption Letter *Required

Girls Inc. of Carpinteria IRS Tax Determination Letter.pdf



Most Recent Audited Financial Statements *Required

Girls Inc of Carpinteria June FY21-22 Audited Financial Statements.pdf.pdf

☐ **Most Recent Single Audit (see question I.5)**

***No files uploaded*

☒ **Organizational Chart *Required**

Girls Inc. 2023 Org Chart.pdf

☒ **List of Board of Directors *Required**

Girls Inc. Carpinteria Board Roster 2023-2024.docx.pdf

☒ **Conflict of Interest Statement *Required**

COI Statement.pdf

☒ **Resumes of Program Team *Required**

GIC 2022 Kenya Rodriguez Resume.pdf

GIC 2022 Paola Vega Resume.pdf

GIC 2023 Melissa Cornejo Resume.pdf

GIC 2023 Resume Lei-Helani Talaro.pdf

GIC 2023 Stephanie Soicher Resume.pdf

GIC 2023 Stevi Pell Resume.pdf

☒ **Blank Intake Form *Required**

GIC 2023-2024-After-School-Enrichment-Program-Coversheet.pdf

GIC Scholarship Form 2023-2024.pdf

☒ **Handouts and Promotional Material**

Girls Inc. of Carpinteria FY22-23 Impact Report.pdf

☒ **Additional Documentation**

iListos! Ready & Set Program PR_July 2023.docx.pdf

ASE Girl Survey Spring 2022.pdf

Submit

Completed by tess@girlsinc-carp.org on 1/12/2024 4:20 PM

Case Id: 31956

Name: Girls Inc. of Carpinteria Out-of-School Support -

Address: 5315 Foothill Road, Carpinteria, CA 93013

Submit

Please provide the following information.

I CERTIFY THE FOLLOWING:

- ☒ The information contained in the application and all attachments is true to the best of my knowledge.
- ☒ The Agency is a 501(c)(3) or (4) Non-Profit Organization.

IF AWARDED FUNDS, THE AGENCY CERTIFIES THAT:

- ☒ It will notify the County in writing of any proposed changes to the project's scope, schedule, or budget, and it understands that all changes must be approved by the County before they are implemented.
- ☒ It will comply with Federal, State and County regulations and policies applicable to the source of funds awarded.
- ☒ It understands that the County, HUD or other federal entity shall have access to all program and financial records related to the program for monitoring or audit purposes.
- ☒ There will be sufficient funds, including County and other sources of funds, to operate the program as proposed.
- ☒ There will be sufficient staff capacity to effectively administer the program.
- ☒ It will income-qualify all program participants (beneficiaries) in accordance with 24 CFR Part 5.609 (Part 5), unless certified by the County as an Area Benefit or Presumed Beneficiary program.
- ☒ It will collect income, race and ethnicity data on low-income persons and, if applicable, special populations such as elderly, abused children, homeless, disabled, HIV/AIDS persons (see definitions of special needs populations in question D3 of the application).
- ☒ It will retain records relating to the use of federal funds for a period not less than five years.

- ☒ It has, or will have in place prior to the execution of an agreement with the County, a personnel policy with an affirmative action plan and grievance procedure.
- ☒ It will provide timely performance reports as required in the executed agreement with the County.
- ☒ It will provide proof of insurance described in the "Insurance" section of the application and will provide updated insurance immediately upon expiration.
- ☒ It will comply with the Federal Funding Accountability and Transparency Act (FFATA) – 2 CFR Part 170.
- ☒ It will comply with 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.
- ☒ It will comply with Generally Accepted Accounting Principles.
- ☒ If its program serves homeless or at risk of homeless clients, it will comply with the County's Coordinated Entry System (CES) and Homeless Management and Information System (HMIS).

Signature

Tessa Ortega

Electronically signed by tess@girlsinc-carp.org on 1/12/2024 4:20 PM

Date

01/12/2024



City of Carpinteria

COUNCIL AGENDA STAFF REPORT March 11, 2024

ITEM FOR COUNCIL CONSIDERATION

The City's 2023 Housing Element Annual Progress Report to the California Department of Housing and Community Development ("HCD") on the status of implementation of Housing Element goals, policies, and objectives.

STAFF RECOMMENDATION

Receive the 2023 Housing Element Annual Progress Report and direct that it be submitted to HCD.

Sample Motion: I move to accept the 2023 Housing Element Annual Progress Report and direct the Community Development Director to submit the report to HCD.

BACKGROUND

The Housing Element is a required element of the City of Carpinteria's General Plan. Pursuant to California law, each city and county is required to prepare an Annual Report to its legislative body on the status of their respective Housing Element and ongoing progress on its implementation. The law requires that a copy of the Annual Report be submitted to the California Department of Housing and Community Development ("HCD") and the legislative body by April 1 of each year. In compliance with state housing law, the Community Development Department will submit the report to HCD following acceptance by the City Council. The proposed 2023 Housing Element Annual Progress Report is included as Attachment A.

The 2023 report is the first Housing Element Annual Progress Report for the new sixth cycle (2023-2031) planning period for the Regional Housing Needs Assessment (RHNA). The RHNA establishes the City's anticipated housing needs for the planning period, by income category, to meet the city's growth projections and address existing housing unit capacity issues as it relates to affordability, overcrowding and/or availability of housing. The City must demonstrate, through its Housing Element, how the city's RHNA numbers can be accommodated, typically through a combination of identifying currently available capacity under existing zoning and land use regulations, and/or through proposed changes to the City's zoning and land use regulations to allow for increased housing capacity to meet anticipated shortfalls. Table II-1, excerpted from the City's current Housing Element, summarizes the City's total RHNA allocation for this

planning period (901 units), the number of units assigned to each income category, the number of currently completed, approved or pending projects that may count towards meeting the RHNA, and existing capacity (or shortfalls) to meet the remaining RHNA allocation.

**Table II-1
Land Inventory Summary**

	Income Category				Total
	Very Low	Low	Mod	Above	
RHNA 2023-2031	286	132	135	348	901
Completed, Approved & Pending Projects (Table B-3)	-	3	-	259	262
Net Remaining RHNA	415		135	89	639
Vacant Sites (Table B-4)	-		10	5	15
Underutilized Sites with R Overlay (Table B-5)	56		47	-	103
Other Underutilized Sites (Table B-6)	-		153	153	306
ADUs	84		8	48	140
Surplus (Shortfall)	(275)		83	117	(75)
Source: City of Carpinteria, 2023					

The 2023-2031 Housing Element identified an anticipated shortfall under existing zoning and land use designations of 275 units for very low- and low-income households, and identifies proposed changes to land use regulations and zoning to address that shortfall. The Housing Element was most recently re-adopted by Resolution No. 6288 by the City Council on January 22, 2024. The re-adopted Housing Element was submitted to HCD for final certification on January 24, 2024. Despite acknowledgment that the City's re-adopted Housing Element met all statutory requirements for approval, HCD staff declined to certify the City's Housing Element since the City would not be able to complete its required rezones to meet its RHNA shortfall by the statutory deadline of February 15, 2024. Thus, the City remains out of compliance with Housing Element Law until the City Council approves the rezones that are generally described in the Housing Element.

Nevertheless, the City has prepared the annual progress report for the 2023 calendar year reporting on the City's progress on implementation of the respective 2023-2031 Housing Element programs.

DISCUSSION

The 2023 Housing Element Annual Progress Report has been prepared in accordance with the HCD's submittal requirements. The City Council adopted Resolution No. 6288, re-adopting the 2023-2031 Housing Element, on January 22, 2024. This Report provides a summary of housing program implementation for the 2023 calendar year.

In 2023, ten building permits were issued for new residential units in the City of Carpinteria. Eight of the building permits issued were for Accessory Dwelling Units (ADUs) and two of the building permits were for Junior Accessory Dwelling Units (JADUs). One residential unit, also an ADU, was completed and received its Certificate of Occupancy in 2023.

Additionally, four other residential project applications were submitted and deemed complete for processing in 2023. These applications included a mix of housing types. Two of the applications received were for new single-family dwellings, one was for a mixed-use project consisting of commercial space and 24 apartment units (21 market rate and 3 low-income), and one was for a mixed-use project with a 99-room resort and 41 apartment units (1 manager unit and 40 very-low- and low-income). The proposed projects, if permitted and constructed, would result in 67 new housing units in the City of Carpinteria. Applications for an additional 165 housing units were also submitted in 2023 and will be reported on in future annual reports once deemed complete.

The following tables are excerpted from the attached Housing Element Annual Report (and the separate data-entry form submitted to HCD in electronic format as an exhibit to the Report) and follow the required format established by HCD. Table I summarizes the number of residential units permitted in the City that were completed in 2023. Table II summarizes the number of new residential building permits issued in 2023.

**Table I: New Residential Units Completed in 2023
(Issued Certificate of Occupancy)**

Project Name	Address	Units	Income Category
Albert ADU	1387 Vallecito Place	1	Above Moderate
Total Residential Units Completed in 2023: 1			

**Table II: New Residential Units Building Permits Issued in 2023
(Not Completed in 2023)**

Project Name	Address	Number of Units	Income Category
Albert ADU	1387 Vallecito Place	1	Above Moderate
Pagano ADU	1286 Casitas Pass Road	1	Above Moderate

Pinkernell ADU	5556 Calle Ocho	1	Above Moderate
Pini ADU	990 Concha Loma Drive	1	Above Moderate
Jacobs JADU	5031 Foothill Road	1	Above Moderate
Norton ADU	5294 El Carro Lane	1	Above Moderate
Short ADU	1126 Vallecito Road	1	Above Moderate
Lemere ADU	1359 La Mesa Plaza	1	Above Moderate
Goytia JADU	1485 Manzanita Street	1	Above Moderate
Jacquet ADU	4917 Sawyer Avenue	1	Above Moderate
Total Residential Units Approved in 2023: 10			

The City has approved 11 new housing units in the 2023-2031 planning cycle so far, which means 890 remaining units are needed to meet the RHNA allocation of 901 units. All of the new units approved in the last year fall within the Above Moderate-income category. The City also needs to provide new units in the Very Low-, Low-, and Moderate-income allocation categories by the end of the RHNA cycle. For RHNA, a new unit is counted when the building permit is issued. This information is summarized in Table III below.

**Table III: Regional Housing Needs Allocation (RHNA) Progress
(Based on Building Permit Issuance Date)**

Income Group	2023-2031 RHNA	Units Added 6/30/22-2/14/23	Units Added 2023	Units Added 2024	Units Added 2025	Units Added 2026	Units Added 2027	Units Added 2028	Units Added 2029	Units Added 2030	Units Added 2031	Total Units Approved
Very Low	286	0	0	-	-	-	-	-	-	-	-	0
Low	132	0	0	-	-	-	-	-	-	-	-	0
Moderate	135	0	0	-	-	-	-	-	-	-	-	0
Above Moderate	348	1	10	-	-	-	-	-	-	-	-	11
TOTAL	901	1	10	-	-	-	-	-	-	-	-	11

The Housing Element Annual Progress Report shows that the City is effectively working towards implementing the goals of the current Housing Element by supporting the development of housing for various economic income groups and working to protect

existing rental housing stock. Additionally, it shows the City's commitment to supporting a variety of housing types and maintaining the quality of life in Carpinteria. Some of the City's key efforts over 2023 included the following:

- Completion and re-adoption of the 2023-2031 Housing Element;
- Initiation of Zoning Code amendments to implement the 2023-2031 Housing Element, including but not limited to, rezones needed to meet the City's RHNA shortfall, and amendments to facilitate the production of supportive housing (for individuals experiencing homelessness, etc.)¹;
- Final adoption and effectuation of Ordinance No. 758, amending the City's ADU and JADU regulations; and the successful completion and launch of the City's ADU prototype plans program, consisting of two pre-designed ADU plan sets made available to the public at no cost;
- Initiation of an "anti-displacement" legislative package, which includes a series of proposed Municipal Code amendments intended to protect existing rental housing stock, encourage production of additional rental housing, and protect rental housing affordability²;
- Adoption of Urgency Ordinance No. 770, establishing a new Title 7, Housing Regulations, in the Carpinteria Municipal Code ("CMC") and adding Chapter 7.04, Just Cause for Termination of Residential Tenancy, adopting local "just cause" tenant eviction protections;
- Continued participation in the Cities-County Joint Affordable Housing Task Group, a county-wide group of Council and Board members, public sector employees, dedicated home builders, and community members working together to share information and resources to increase home production in all levels of affordability throughout the County;
- Ongoing implementation of the City's Workforce Down Payment Assistance Program, which funded two additional loans and received payback of one loan in 2023; and
- Operation of the Rental Housing Mediation Program (administered by the City of Santa Barbara), which received a total of 60 consultations from landlords and tenants in Carpinteria during 2023.

The City also collaborates with a regional working group composed of representatives from the County Housing Authority, People's Self-Help Housing Corporation, City Net, and the local community, to connect people experiencing homelessness in Carpinteria to the services needed to, ultimately, be housed. The City also participates in the Santa Maria/Santa Barbara County Continuum of Care, a comprehensive, county-wide group of dedicated service providers, public sector employees, and community members

¹ Housing Element implementation efforts related to Zoning Code amendments will carry over into 2024.

² Identified strategies included in the "anti-displacement" legislative package include Just Cause Eviction Ordinance (including renter relocation assistance); strengthening the City's Short-Term Rental Ordinance; amendments to the City's Inclusionary Housing Ordinance to include rental housing and additional affordability categories; establishing a Rent Stabilization Ordinance; establishing regulations for Fractional Ownership Timeshares; and exploring options for establishing a Vacant Parcel tax.

working together to leverage national, state, and local resources to end homelessness in our community. In 2023, the City partnered with New Beginnings and launched its first “safe parking program” to provide safe overnight shelter and rapid rehousing programs for families and individuals living in their vehicles.

While the City ultimately has very limited control over housing production, the beginning of the 2023-2031 planning period is off to a strong start with the new ADU Ordinance now in effect, additional housing-related legislation underway, continued applications for in-fill housing projects, and other new multi-family development applications that are in process. All of these efforts are made in support of implementing the housing policies and programs capable of encouraging production of safe and adequate housing for all Carpinterians.

POLICY CONSISTENCY

The attached Housing Element Annual Progress Report includes a detailed discussion of the City’s compliance with its Housing Element policies and goals through the implementation of various housing programs throughout calendar year 2023.

FINANCIAL CONSIDERATIONS

There is no financial impact to the City as a result of submitting this report.

LEGAL

Upon submittal of this document to HCD, the City will have complied with California planning law pursuant to section 65400(a)(2) of the Government Code.

OPTIONS

1. Receive the 2023 Housing Element Annual Progress Report and direct submittal to HCD. (staff recommendation)
2. Recommend changes be incorporated into the Annual Progress Report and authorize the Community Development Director to submit the revised Report to HCD.

PRINCIPAL PARTIES EXPECTED AT MEETING

None.

ATTACHMENT

Attachment A 2023 Housing Element Annual Progress Report (March 2024)

Staff contact: Syndi Souter, Senior Planner
(805) 755-4405, syndis@carpinteriaca.gov



Signature

Reviewed by: Nick Bobroff, Community Development Director
(805) 755-4407, nickb@carpinteriaca.gov



Signature

Reviewed by: Michael Ramirez, City Manager
(805) 755-4450, michaelr@carpinteriaca.gov



Signature

Attachment A

2023 Housing Element Annual Progress Report
March 2024

City Council Hearing, March 11, 2024

City of Carpinteria



2023 Housing Element Annual Progress Report



March 2024

INTRODUCTION

Pursuant to Government Code Section 65400, Community Development Department staff prepares an annual report to the City Council on the status of the General Plan and its Elements, and the progress being made in implementation of the General Plan's respective goals and programs. The Housing Element Annual Progress Report ("Report") provides an opportunity to review activities and projects of the prior year in the areas of housing development and other programs that implement the City's Housing Element. The City's Housing Element identifies the community's housing needs, and describes how safe, affordable housing can be provided and maintained for City residents. Included in this Report are statistics demonstrating progress in meeting the City's Regional Housing Needs Assessment ("RHNA") allocation.

The 2023-2031 Housing Element was finalized and re-adopted by Resolution No. 6288 by the City Council on January 22, 2024. The re-adopted Housing Element was submitted to the California Department of Housing and Community Development ("HCD") for final certification on January 24, 2024. Despite acknowledgment that the City's re-adopted Housing Element met all statutory requirements for approval, HCD staff declined to certify the City's Housing Element since the City was not on track to complete its required rezones, to meet its RHNA shortfall, by the statutory deadline on February 15, 2024. Thus, the City remains out of compliance with Housing Element Law until the City Council approves the rezones that are generally described in the Housing Element.

Nevertheless, the City has prepared the annual progress report for the 2023 calendar year reporting on the City's progress on implementation of the respective 2023-2031 Housing Element programs, including but not limited to, meeting its RHNA targets.

2023 Housing Highlights

On February 22, 2023, the City's updated Accessory Dwelling Unit ("ADU") and Junior Accessory Dwelling Unit ("JADU") Ordinance went into effect. Throughout the remainder of the year, 20 Coastal Development applications were submitted for ADUs. Of the 20 ADU applications received, 16 were approved in 2023 and eight received building permits in 2023. One ADU completed construction and received the first ADU Certificate of Occupancy on 9/7/2023. Additionally, four building permit applications were received for JADUs, and two of those building permits were issued in 2023.

Additionally, four other residential project applications were submitted and deemed complete for processing in 2023. These applications included a mix of housing types. Two of the applications were for new single-family dwellings, one was for a mixed-use project consisting of commercial space and 24 apartment units (21 market rate and 3 low-income), and one was for a mixed-use project with a 99-room resort and 41 apartment units (1 manager unit and 40 very-low- and low-income units). The proposed projects, if permitted and constructed, would result in 67 new housing units in the City of Carpinteria. Applications for an additional 165 housing units were also submitted in 2023 and will be reported on in future annual reports once deemed complete for processing.

In summary, 10 building permits were issued in 2023 for new residential units in the City of Carpinteria, all of which were for ADUs or JADUs. One ADU was completed and received its Certificate of Occupancy in 2023.

The City continues to provide various forms of assistance to increase housing opportunities in Carpinteria. In 2023, staff continued to implement the Workforce Housing Down Payment Loan Program. The program was first funded by a 2011 Development Agreement that allowed the conversion of five above-moderate affordable residential units at Lavender Court into a payment of \$571,000 to the City's Affordable Housing Trust Fund. Like an in-lieu fee, the funds have since been used to provide down payment loans for families purchasing homes in the City of Carpinteria. During 2023, two new loans were funded through this Program and one loan was repaid. Staff continues to work with the Housing Trust Fund of Santa Barbara County to find interested buyers looking to use the deferred repayment loans to buy homes in Carpinteria.

The City also continues to participate in Santa Barbara County's Home for Good program with the regional Creative Housing Solutions Subcommittee, a working group composed of representatives from the County Housing Authority, People's Self-Help Housing Corporation, Home for Good, United Way, and City staff, along with the local community, to identify and pursue innovative housing opportunities. Starting in 2023, in partnership with New Beginnings, the City launched its first "safe parking program" to provide safe overnight shelter and rapid rehousing programs for families and individuals living in their vehicles.

In May 2023, the City initiated an "anti-displacement" legislative package, which includes a series of proposed Municipal Code amendments intended to protect existing rental housing stock, encourage production of additional rental housing, and protect rental housing affordability. In October 2023, the City successfully completed adoption of the first piece of the legislative package through adoption of Urgency Ordinance No. 770, which established "just cause" tenant eviction protections. Additional efforts related to the "anti-displacement" package will continue in the coming years.

Housing Element Review

The Housing Element is organized into two sections that describe the goals and objectives of the City in addressing the community's housing needs. The Housing Element also includes Technical Appendices with detailed information to document compliance with applicable Government Code requirements. Section 2 of the Housing Element is organized by the five primary program categories which are to be implemented during the 2023-2031 planning period. The document also contains a Housing Element Implementation Plan which describes 18 specific programs the City will implement to realize the goals of the Housing Element. This report explains the housing programs and goals, and the progress the City made to implement them throughout 2023.

Program Category 1: Make sites available to accommodate the RHNA.

Housing Needs Summary

The Santa Barbara County Association of Governments (SBCAG) allocated a housing need to the City of 901 housing units for the 2023-2031 Regional Housing Needs Allocation period. The 2023-2031 Housing Element Table II-1 below shows the City's share of the regional housing need across five income categories.

**Table II-1
Land Inventory Summary**

	Income Category				Total
	Very Low	Low	Mod	Above	
RHNA 2023-2031	286	132	135	348	901
Completed, Approved & Pending Projects (Table B-3)	-	3	-	259	262
Net Remaining RHNA	415		135	89	639
Vacant Sites (Table B-4)	-		10	5	15
Underutilized Sites with R Overlay (Table B-5)	56		47	-	103
Other Underutilized Sites (Table B-6)	-		153	153	306
ADUs	84		8	48	140
Surplus (Shortfall)	(275)		83	117	(75)

Source: City of Carpinteria, 2023

Program Category 1: Make sites available to accommodate the RHNA.

Goals

- Maintain an adequate supply of appropriately zoned land and take all necessary actions to support the production of at least 901 housing units in the City to accommodate the RHNA allocation for the 2023-2031 period.
- Maintain a jobs-housing balance or ratio within the 0.75 to 1.25 range suggested by the Santa Barbara County Association of Governments.

Policies

- **Adequate Sites:** Provide and maintain sufficient sites in the General Plan and Zoning Code and associated Land Use and Zoning Maps to accommodate the housing needs allocated to the City in the Regional Housing Needs Allocation (RHNA) Plan.
- **Housing Types:** In the General Plan and implementing ordinances, provide for a mix of housing types consistent with the City's needs, including single-family detached and multi-family housing.
- **Accessory Dwelling Units:** Promote the development of ADUs consistent with State law and City regulations.
- **Public Services and Facilities:** Ensure that public services and facilities have the capacity to support the need for the new residential development allocated to the City by the RHNA Plan.

Result

The City maintains an inventory that details the amount, type and size of vacant parcels to assist developers in identifying land suitable for residential development. The City also reports on the number of extremely low-, very low-, low-, and moderate-income units constructed annually. The City also works with developers to ensure that appropriate lot densities are used when planning new development.

Having identified insufficient existing capacity under existing zoning to meet the City's entire RHNA allocation (see Table II-1, above), the City initiated efforts in 2023 to rezone sufficient properties to meet its RHNA shortfall. The City also committed to studying, and where appropriate, amending existing residential development standards, such as building height and/or parking, to accommodate increased densities and new housing unit production. These efforts will continue into 2024.

The past year saw the final adoption and effectuation of the City's updated Accessory Dwelling Unit ("ADU") and Junior Accessory Dwelling Unit ("JADU") regulations (Ordinance No. 758) in February 2023. The City also successfully completed and launched its ADU prototype plans program in July 2023, consisting of two pre-designed ADU plan sets made available to the public at no cost. Following effectuation of Ordinance No. 758, 20 Coastal Development applications were submitted for ADUs for calendar year 2023. Of the 20 ADU applications received, 16 were approved in 2023 and eight received building permits in 2023. One ADU completed construction and received the first ADU Certificate of Occupancy on 9/7/2023. Additionally, four building permit applications were received for JADUs, and two of those building permits were issued in 2023. Several of the ADUs applied for, to date, have utilized the pre-designed plans provided by the City; the first of which is expected to be completed in early 2024.

In 2023, one new residential unit received its Certificate of Occupancy, as summarized in Table I below. Ten building permits were issued in 2023 for new residential units. These building permits are summarized in Table II below. These tables do not include the previously discussed 67 new residential units that were deemed complete and accepted for processing in 2023, nor the additional 165 units that were applied for in 2023, but had not yet been accepted for processing by the end of the year.

Table I: New Residential Units Completed in 2023
(Issued Certificate of Occupancy)

Project Name	Address	Units	Income Category
Albert ADU	1387 Vallecito Place	1	Above Moderate
Total Residential Units Completed in 2023: 1			

**Table II: Building Permits for New Residential Units Issued in 2023
(Not Completed in 2023)**

Project Name	Address	Number of Units	Income Category
Albert ADU	1387 Vallecito Place	1	Above Moderate
Pagano ADU	1286 Casitas Pass Road	1	Above Moderate
Pinkernell ADU	5556 Calle Ocho	1	Above Moderate
Pini ADU	990 Concha Loma Drive	1	Above Moderate
Jacobs JADU	5031 Foothill Road	1	Above Moderate
Norton ADU	5294 El Carro Lane	1	Above Moderate
Short ADU	1126 Vallecito Road	1	Above Moderate
Lemere ADU	1359 La Mesa Plaza	1	Above Moderate
Goytia JADU	1485 Manzanita Street	1	Above Moderate
Jacquet ADU	4917 Sawyer Avenue	1	Above Moderate
Total Residential Units Approved in 2023: 10			

The City's annual RHNA progress for the 2023-2031 cycle is summarized in Table III, below. For RHNA purposes, units are counted when the building permits are issued. Although the City has granted building permits for 10 units and entitlements for an additional 25 new units so far for this RHNA cycle, all of those units fall within the above-moderate income category. In 2023, no building permits or entitlements were granted for projects that fall within the Very Low-, Low-, or Moderate-income categories. For comparison of units approved (via building permits) versus actual units constructed, see Table IV below which summarizes the number of Certificates of Occupancy issued for each year of the current RHNA cycle.

**Table III: Regional Housing Needs Allocation (RHNA) Progress
(Based on Building Permit Issuance Date)**

Income Group	2023-2031 RHNA	Units Added 6/30/22-2/14/23	Units Added 2023	Units Added 2024	Units Added 2025	Units Added 2026	Units Added 2027	Units Added 2028	Units Added 2029	Units Added 2030	Units Added 2031	Total Units Approved
Very Low	286	0	0	-	-	-	-	-	-	-	-	0
Low	132	0	0	-	-	-	-	-	-	-	-	0
Moderate	135	0	0	-	-	-	-	-	-	-	-	0
Above Moderate	348	1	10	-	-	-	-	-	-	-	-	11
TOTAL	901	1	10	-	-	-	-	-	-	-	-	11

**Table IV: Constructed Units
(Based on Certificate of Occupancy Issuance Date)**

Year	Units Completed (Certificate of Occupancy)
2023	1
2024	-
2025	-
2026	-
2027	-
2028	-
2029	-
2030	-
2031	-
TOTAL	1

Program Category 2: Assist in the development of adequate housing to meet the needs of extremely-low, very-low-, low-, and moderate-income households.

Goals

- Attain a housing supply that meets a variety of housing needs.
- Attain a housing supply that meets the needs of extremely-low-, very-low-, low- and moderate-income households.
- Attain a housing supply that meets the needs of special population groups.

Policies

- *Infill Development:* Promote infill housing development through land use policies and by deferring or reducing development impact fees where the City wants to encourage affordable infill development.
- *Suitable Housing Unit Sizes:* Provide for a range in the number of bedrooms in assisted housing developments so as to help meet the needs of various household types and special needs populations.
- *Downtown Mixed Use:* Encourage studio and one-bedroom units above commercial uses in the downtown district to reduce parking needs and facilitate affordability.
- *Rental Assistance:* Continue participation in the County of Santa Barbara Housing Authority's Section 8 program as the primary means to address the City's rental assistance needs. Allocate HOME funds and in-lieu fees to state and federally assisted housing that provides rent restricted units in existing and/or new residential developments.
- *Acquisition and Rehabilitation of Rental Housing:* Work with non-profit sponsors to acquire and rehabilitate rental housing units in order to maintain long-term affordability of the units. This will include, but not be limited, to: (a) technical support needed to obtain funding commitments from county, state and/or federal programs; (b) assistance in permit processing; (c) possible deferral, reduction or waiver of City fees; and (d) contribution of City housing funds, if available.
- *Critical Workforce Housing:* Implement "set-aside" policies for critical workforce occupations. New housing developed through the Inclusionary Housing Ordinance, current and future Development Agreements, and other appropriate Housing Element programs should set aside a percentage of the units for households employed in critical workforce occupations. Examples of critical workforce occupations are law enforcement, firefighters, nurses, teachers, and local government.
- *Farm Employee and Supportive Housing:* Allocate in-lieu fees for predevelopment activities, including state and/or federal funding applications, to support the sponsors of farm employee housing and supportive housing for special needs populations.
- *Shelter for the Homeless:* Support countywide programs to provide for a continuum of care for the homeless including emergency shelters, transitional housing, supportive housing and permanent housing. Allocate Community Development Block Grant (CDBG) funds to agencies assisting homeless persons and families to meet shelter and non-shelter needs.

Result

The City continues to prioritize efforts to protect existing rental housing stock and facilitate production of new rental housing stock, with an emphasis on affordable and workforce housing opportunities.

As part of Program Category 2 efforts, the City has continued to support and help connect qualifying households with rental assistance through the Section 8 voucher program. In 2023, 163 households in Carpinteria received rental assistance via Section 8 vouchers. This is down slightly from the 177 households that received rental assistance through Section 8 vouchers in 2022. The reason(s) for the slight drop, however, are unknown at this time.

The City initiated efforts in 2023 to amend zoning regulations to, among other things, facilitate increased opportunities for infill housing development and mixed-use development in commercial areas of the City. The City Council also initiated an “anti-displacement” legislative package, which includes, but is not limited to, updates to the City’s inclusionary housing program and increased protections for rental housing. The first part of the legislative package, adoption of just cause “no fault” tenant eviction protections, was adopted by the Council in October 2023. These efforts will continue on into 2024, and once fully completed and effectuated, will help to facilitate new housing production with an emphasis on lower-income rental housing, and protecting the City’s existing affordable rental housing stock.

To assist the local homeless population, the City participates in the Santa Barbara Continuum of Care, known as Home for Good of Santa Barbara County, and facilitates the Carpinteria Regional Coordination Committee. The Coordination Committee has two subgroups: The Creative Housing Solutions Subcommittee, which identifies opportunities and resources for homeless individuals, and the Coordinated Outreach Team, which makes regular contact with those individuals and attempts to connect them with the services and housing they need. The City also initiated its first Safe Parking Program, in partnership with New Beginnings, which provides safe overnight shelter and rapid rehousing programs for families and individuals living in their vehicles.

Program Category 3: **Address and, where appropriate and legally possible, remove governmental constraints to the maintenance, improvement, and development of housing.**

Goals

- Address, and to the extent legally possible, mitigate and/or remove governmental constraints to the maintenance, preservation, improvement and development of housing.
- Implement land use regulations that facilitate meeting affordable housing needs.

Policies

- *Expedite Affordable Housing Development Review:* Affordable housing developments shall receive the highest priority and efforts by staff, the Planning Commission, and City Council to: (a) provide technical assistance to affordable housing developers, including community involvement; (b) take into account project funding and timing needs in the processing and review of the applications; and (c) provide the fastest turnaround possible in determining application completeness.
- *Fee Mitigation:* Permit on a case-by-case basis fee reductions and waivers to help owner-builder projects, projects with minimum public service impacts, retrofitting projects, and affordable housing developments.

Result

The City has implemented a 50% Development Impact Fee (DIF) reduction for 100% affordable housing developments to assist in removing governmental constraints to the development of affordable housing. Additionally, no DIFs are charged for ADUs that are less than 750 square-feet, and DIFs are reduced by approximately 66% for ADUs that are 750 square-feet or larger.

As part of the City's ADU program described in Program 1, the City established and implemented an ADU prototype plans program, consisting of two pre-designed ADU plan sets made available to the public for free. The two pre-designed plans were developed as detached 400-sq. ft. and 480-sq. ft. ADUs that would fit in a typical residential back yard in order to be available to the broadest number of residential property owners in the City. Use of the pre-designed plans allows for substantially reduced design and plan check/permit costs, and streamlined plan review. To date, three property owners have applied for or obtained permits for construction of a pre-designed ADU and the first ones will be nearing completion in early 2024.

Included within the zoning code amendments described above as part of Program 2 efforts, are commitments to identifying and implementing opportunities to streamline permitting requirements, including allowing for "by right" housing, where feasible, to remove governmental constraints to the maintenance, preservation, improvement and development of new housing.

Program Category 4: Conserve and improve the condition of the existing stock of affordable housing.

Goals

- Conserve existing housing important to the community such as rental apartments, mobile home parks, and other affordable housing units.
- Maintain the affordability of existing and future affordable housing developments.
- Attain a housing supply free from substandard and deteriorated housing conditions.

Policies

- *Section 8 Housing:* Maintain the numbers of extremely-low-, very-low- and low-income households that are assisted by the Section 8 rental assistance program.
- *Apartment Conservation:* Conserve apartment rental housing through Carpinteria Municipal Code Chapter 14.74 which prohibits the conversion to condominium ownership unless the apartment rental vacancy rate is more than 5%.
- *Apartment Conservation:* Conserve apartment rental housing by prohibiting the conversion to tenancy in common ownership through Ordinance No. 742.
- *Mobile Homes, Mobile Home Parks, and Manufactured Housing:* Conserve mobile homes, mobile home parks, and manufactured housing as an essential part of Carpinteria's housing supply through the City's Mobile Home Park Closure Ordinance.
- *Mobile Home Rents:* Continue the Mobile Home Park Rental Stabilization and Mobile Home Park Rent Stabilization Disclosure ordinances.

- *Long-Term Housing Affordability:* Enforce resale controls and income restrictions to ensure that affordable housing provided through the Inclusionary Housing Program remains affordable over time to the income group for which it is intended.
- *Maintenance and Repair:* Promote the maintenance and repair of owner-occupied and rental housing to prevent deterioration within the City.
- *Housing Rehabilitation:* Facilitate the rehabilitation of substandard and deteriorated housing where feasible.
- *Housing Replacement:* Where possible, promote the removal and replacement of those substandard units that cannot be rehabilitated.
- *CDBG Rehabilitation:* Facilitate the allocation of CDBG funds to multi-family rehabilitation programs, and retrofitting of existing housing.
- *Acquisition and Rehabilitation of Rental Housing:* Work with non-profit sponsors to acquire and rehabilitate rental housing units in order to maintain long-term affordability of the units. This will include, but not be limited to: (a) technical support needed to obtain funding commitments from County, State and/or Federal programs; (b) assistance in permit processing; (c) possible deferral, reduction or waiver of City fees; and (d) contribution of City housing funds, if available.

Result

Seven mobile home parks provide affordable-by-design housing in the City with a total of 860 mobile home park spaces. The City's Mobile Home Rent Stabilization regulations aim to protect the value of mobile homes for tenants of rental parks, and control space rents to protect affordability. The City also allows manufactured homes to be constructed in all residential zones which may reduce construction costs.

The City conducts annual compliance monitoring of all affordable deed-restricted inclusionary units to ensure said units remain occupied in a manner that is consistent with the terms of their respective affordability covenants. The monitoring program, for which the City contracts with the City of Santa Barbara to complete, found that all inclusionary units were in compliance for the last reporting period of November 2022 to October 2023.

The City continues to protect against the conversion of existing rental housing stock to condominiums or other types of owner-occupied housing through ongoing enforcement of the City's Ordinance No. 742, which restricts ownership conversion affecting apartments.

In May 2023, the City initiated an "anti-displacement" legislative package, which includes a series of proposed Municipal Code amendments intended to protect existing rental housing stock, encourage production of additional rental housing, and protect rental housing affordability. Specific programs included in the legislative package include: adoption of a just cause tenant eviction ordinance; strengthening the City's Short-Term Rental Housing regulations; amendments to the City's inclusionary housing requirements to include rental housing projects, and to address additional levels of affordability; exploring options for establishing a rent stabilization ordinance; establishing regulations for

fractional ownership timeshares; and exploring options for establishing a vacant parcel tax. In October 2023, the City successfully completed adoption of the first piece of the legislative package through adoption of Urgency Ordinance No. 770, which established “just cause” tenant eviction protections. Additional efforts related to the “anti-displacement” package will continue in the coming years.

Program Category 5: Affirmatively Furthering Fair Housing.

Goals

- Attain a housing market with “fair housing choice,” meaning the ability of persons of similar income levels regardless of race, color, religion, sex, national origin, disability, and familial status to have available to them the same housing choices.
- Promote inclusive communities, further housing choice, and address racial and economic disparities through government programs, policies, and operations.

Policies

- *Promote Fair Housing:* Promote fair housing opportunities through the City’s participation in the County’s Community Development Block Grant (CDBG) Program.
- *Information and Referral:* Promote fair housing through the provision of information and referral services to residents who need help on fair housing issues. This includes referring local residents who want to file a housing discrimination complaint to the appropriate local, county, state or federal agency, depending on the nature of the complaint.
- *Fair Housing Information:* Implement activities to broaden resident knowledge of fair housing law.
- *Affirmatively further fair housing in compliance with state law.*

Result

The City continues to fund services provided by the City of Santa Barbara Rental Housing Mediation Program (RHMP). The RHMP provides dispute resolution resulting from landlord, tenant, and roommate issues which arise in rental housing situations. The primary goal of the program is to provide an alternative to the formal judicial system and provide legal advice and mediation when disputes arise. The program provides free legal assistance for residents living at or below the poverty line, while also providing general social service guidance for those with disabilities, seniors, and victims of domestic violence. In 2014, the RHMP began outreach programs in Carpinteria to educate local residents about tenant/landlord rights and to answer housing questions. The program shows success in preventing litigation through mediation and conflict resolution. In 2023, the RHMP provided service to 60 Carpinteria tenants and landlords regarding issues related to rental housing and to educate local residents about the services provided by RHMP and other typical concerns related to rental housing. Beginning in Fall 2023, the City partnered with RHMP staff to educate renters and landlords about the City’s newly-adopted “just cause” tenant eviction protections (see Program 4 discussion, above).

The City continues to look for opportunities to further expand home production in all levels of affordability. The City remains an active partner in the Cities-County Joint Affordable Housing Task Group, a county-wide group of elected officials, agency staff, affordable housing developers, and community members working together to share information and resources related to affordable housing production countywide.

Conclusion

The Housing Element Annual Progress Report illustrates activities undertaken by the City of Carpinteria in 2023 that seek to improve the quality and quantity of market rate and affordable housing in Carpinteria. Given the efficacy of Carpinteria's program, many of the affordable housing strategies from the 2015-2023 Housing Element were continued into the 2023-2031 Housing Element with modifications made as necessary to meet new State laws and the City's regional housing needs. This is the first annual progress report for the new 2023-2031 Housing Element period and the sixth RHNA cycle.

Exhibit 1 Housing Element Annual Progress Report Form 2023

Exhibit 1

Housing Element Annual Progress Report Form 2023

City Council Hearing, March 11, 2024

Jurisdiction	Carpinteria	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Housing Element Planning Period	6th Cycle	02/15/2023 - 02/15/2031

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		10
Total Units		10

Note: Units serving extremely low-income households are included in the very low-income permitted units totals

Units by Structure Type	Entitled	Permitted	Completed
Single-family Attached	0	0	0
Single-family Detached	2	0	0
2 to 4 units per structure	5	0	0
5+ units per structure	0	0	0
Accessory Dwelling Unit	18	10	1
Mobile/Manufactured Home	0	0	0
Total	25	10	1

Infill Housing Developments and Infill Units Permitted	# of Projects	Units
Indicated as Infill	10	10
Not Indicated as Infill	0	0

Housing Applications Summary	
Total Housing Applications Submitted:	24
Number of Proposed Units in All Applications Received:	87
Total Housing Units Approved:	45
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions - Applications	
Number of SB 35 Streamlining Applications	0
Number of SB 35 Streamlining Applications Approved	0

Units Constructed - SB 35 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Streamlining Provisions Used - Permitted Units	# of Projects	Units
SB 9 (2021) - Duplex in SF Zone	0	0
SB 9 (2021) - Residential Lot Split	0	0
AB 2011 (2022)	0	0
SB 6 (2022)	0	0
SB 35 (2017)	0	0

Ministerial and Discretionary Applications	# of Applications	Units
Ministerial	21	21
Discretionary	3	66

Density Bonus Applications and Units Permitted	
Number of Applications Submitted Requesting a Density Bonus	2
Number of Units in Applications Submitted Requesting a Density Bonus	65
Number of Projects Permitted with a Density Bonus	0
Number of Units in Projects Permitted with a Density Bonus	0

Housing Element Programs Implemented and Sites Rezoned	Count
Programs Implemented	18
Sites Rezoned to Accommodate the RHNA	0

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Table A
Housing Development Applications Submitted

[illegible]

Jurisdiction	Carpinteria
Reporting Year	2023 (Jan. 1 - Dec. 31)
Planning Period	6th Cycle 02/15/2023 - 02/15/2031

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.
Please contact HCD if your data is different than the material supplied here

Table B Regional Housing Needs Allocation Progress Permitted Units Issued by Affordability														
Income Level		1 RHNA Allocation by Income Level	Projection Period - 06/30/2023- 02/14/2023	2023	2024	2025	2026	2027	2028	2029	2030	2031	3 Total Units to Date (all years)	4 Total Remaining RHNA by Income Level
Very Low	Deed Restricted	286	-	-	-	-	-	-	-	-	-	-	-	286
	Non-Deed Restricted	-	-	-	-	-	-	-	-	-	-	-	-	-
Low	Deed Restricted	132	-	-	-	-	-	-	-	-	-	-	-	132
	Non-Deed Restricted	-	-	-	-	-	-	-	-	-	-	-	-	-
Moderate	Deed Restricted	135	-	-	-	-	-	-	-	-	-	-	-	135
	Non-Deed Restricted	-	-	-	-	-	-	-	-	-	-	-	-	-
Above Moderate		348	1	10	-	-	-	-	-	-	-	-	11	337
Total RHNA		901												
Total Units			1	10	-	-	-	-	-	-	-	-	11	890
Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).														
		5 Extremely low-income Need		2023	2024	2025	2026	2027	2028	2029	2030	2031	6 Total Units to Date	7 Total Units Remaining
Extremely Low-Income Units*		143		-	-	-	-	-	-	-	-	-	-	143

*Extremely low-income housing need determined pursuant to Government Code 65583(a)(1). Value in Section 5 is default value, assumed to be half of the very low-income RHNA. May be overwritten.

Please Note: Table B does not currently contain data from Table F or Table F2 for prior years. You may login to the APR system to see Table B that contains this data.

Note: units serving extremely low-income households are included in the very low-income RHNA progress and must be reported as very low-income units in section 7 of Table A2. They must also be reported in the extremely low-income category (section 13) in Table A2 to be counted as progress toward meeting the extremely low-income housing need determined pursuant to Government Code 65583(a)(1).

Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will only include units that were permitted since the start of the planning period. Projection Period units are in a separate column.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

VLI Deed Restricted
VU Non Deed Restricted

Jurisdiction	Carpinteria
Reporting Year	2023 (Jan 1 - Dec 31)
Planning Period	6th Cycle 2015/2002 - 2019/2023

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

Table C Sites Identified or Rezoned to Accommodate Shortfall Housing Need and No Net-Loss Law																
Project Identifier				Date of Rezone	RHNA Shortfall by Household Income Category				Rezone Type	Sites Description						
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Date of Rezone	Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income	Rezone Type	Parcel Size (Acres)	General Plan Designation	Zoning	Minimum Density Allowed	Maximum Density Allowed	Realistic Capacity	Vacant/Nonvacant
Summary Row: Start Data Entry Below																
001-060-040, 001-062-002, 001-060-030	no address, Via Real			1			316		Unaccommodated Need	15.61	AG	A-1D	20	25	316	Non-Vacant
001-060-041, 001-060-035	5800 Via Real			2			242		Unaccommodated Need	16.74	AG	A-1D	20	25	242	Non-Vacant
001-180-006, 001-183-001, 001-180-064, -065, -066, 001-080-067	1000 & 1010 Bega Way 6290 Bega Way			3 4			178 167		Unaccommodated Need Unaccommodated Need	9.68 8.47	RD RD	M-RP M-RP	20 20	25 25	178 167	Non-Vacant Non-Vacant
001-180-025, -068, -073, -084, -086	6385 Cindy Lane, 1005 & 1013 Mark Ave, 6388 & 6362 Rose Lane			6			210		Unaccommodated Need	10.56	RD	M-RP	20	25	210	Non-Vacant
001-180-023, -092, -093, -091	6390 & 6398 Cindy Ln, 1001 Mark Ave, 6392 Via Real			7			110		Unaccommodated Need	5.51	RD	M-RP	20	25	110	Non-Vacant
001-190-099, -100, -101, 001-430-011	1000 Mark Ave & 6402 Cindy Lane, 6410-6480 Via Real			8			199		Unaccommodated Need	10.02	RD	M-RP	20	25	199	Non-Vacant
001-430-008	no address, Cindy Lane			9			69		Unaccommodated Need	4.49	RD	M-RP	20	25	69	Vacant
001-070-058	5320 Carpinteria Avenue			10			21		Unaccommodated Need	1.06	GC	CPD	20	25	21	Non-Vacant
003-280-017, 003-280-005	5437 Carpinteria Avenue			11			39		Unaccommodated Need	1.96	GC	CPD	20	25	39	Non-Vacant
003-162-011, 003-162-012, 003-162-006	1145, 1155, 1160 Eugenia Place			12			92		Unaccommodated Need	4.66	GC	CPD	20	25	92	Non-Vacant

Agriculture, avocado farm
Agriculture, container plant nursery
Office, warehousing & Personal self-storage business
Warehouse, office, assembly & research facilities
Warehouse, office, assembly & research facilities
Office, warehouse & surface parking lot
1-story office building
Mixed-use commercial/residential and vacant
Four 2-story commercial office buildings with some tenant vacancies

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Jurisdiction		Carpinteria	
Reporting Year		2023 (Jan. 1 - Dec. 31)	
Table D			
Program Implementation Status pursuant to GC Section 65583			
Housing Programs Progress Report			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
Adequate Sites to Accommodate Regional Housing Needs	Provide adequate sites to accommodate the City's entire 2023-2031 RHNA allocation of 901 units including rezoning land to accommodate a shortfall of 292 lower-income units. Facilitate the construction of 112 ADUs constructed during planning period including 67 lower income, 82 moderate income, and 107 above moderate income units.	As soon as possible	Staff are working to prepare information to City Council on suggested rezone sites. The City's ADU Ordinance went into effect on 2/22/2023. In 2023, 24 ADU/JADU applications were received, 16 ADU CDPs were approved, 10 ADU/JADU building permits were issued, and 1 ADU Certificate of Occupancy was issued. An ADU Ordinance update is scheduled for Planning Commission review in early March 2024.
Accessory Dwelling Units	Adopt Building Code updates in 2025, 2028, and 2031.	Ongoing	Staff will adopt Building Code updates as needed.
Energy Conservation		Ongoing	In 2023, 163 Section 8 Certificates were issued by the Housing Authority of Santa Barbara County and the City of Santa Barbara Housing Authority within the City of Carpinteria.
Section 8 Rental Assistance	Preserve 177 Section 8 vouchers during the planning period. Facilitate construction of 418 lower income rental units, including 143 ELI units, during the planning period, commensurate with the City's RHNA allocation.	Ongoing	
Affordable Rental Housing Development Assistance	Facilitate construction of at least 8 inclusionary workforce housing units during the planning period.	Ongoing	In 2023, the City of Carpinteria received development applications that proposed 43 low/very-low income restricted rental units. Staff will continue to identify opportunities for additional inclusionary housing and work with developers which might develop multi-family housing developmerns.
Inclusionary Housing		Ongoing	
Density Bonus	Adopt density bonus regulations by April 2024.	April 2024 for new regulations; apply regulations ongoing	Staff are drafting a new ordinance to align with state law.
Facilitate Lot Consolidation or Subdivision	Approve 5 residential or mixed-use projects involving lot consolidations. Facilitate construction of at least 418 lower income units during the planning period commensurate with the City's RHNA allocation.	Ongoing	Staff will continue to update ordinances and work with developers.
Regulatory Concessions and Incentives for Affordable Housing	Facilitate construction of at least 418 lower income units during the planning period commensurate with the City's RHNA allocation.	Ongoing	In 2023, the City of Carpinteria received two development applications that proposed a total of 43 low/very-low income restricted units, both of which used density bonus incentives.
Fee mitigation		Ongoing	In 2023, the City of Carpinteria received development applications that proposed 43 low/very-low income restricted units. City DIF fees are reduced for affordable units and accessory dwelling units.
Special Needs Housing	Adopt all special needs-housing zoning code amendments by April 2024.	April 2024	Staff are currently drafting new zone code language.
Conservation of Mobile Home Parks and Rent Stabilization	Preserve 861 mobile home units throughout the planning period.	Ongoing	The City continues to monitor rental rates in mobile home parks through the Mobile Home Rent Stabilization Program and has had no conversion of the seven mobile home parks in Carpinteria.
Condominium Conversion Ordinance	0 units converted unless rental vacancy rate exceeds 5%. Complete two surveys during the planning period and contact property owners and landlords with nonconforming conditions following each survey.	Ongoing	During the 2023 calendar year, no residential rental units were converted to condominiums due to provisions of the Condominium Conversion Ordinance related to rental vacancy rates.
Housing Code Compliance		Ongoing	In addition to the surveys, the Community Development Department's Building and Code Compliance divisions regularly respond to complaints and conduct site inspections and enforce the housing and building and safety codes through compliance orders and administrative citations.
Single-Family Housing Rehabilitation	Facilitate rehabilitation of 5 units occupied by extremely-low income owner households and 5 units occupied by very-low income households during the planning period.	Ongoing	The City will continue to encourage eligible extremely-low and very-low income homeowners to contact the USDA Rural Housing Repair and Rehabilitation Program for loans to help modernize and improve their homes to remove health and safety hazards.
Multi-Family Housing Rehabilitation and Preservation	Facilitate rehabilitation of 5 extremely-low income units, 5 very-low income units, and 10 low income units during the planning period.	Ongoing	The City will continue to seek grant funds to assist property owners with the rehabilitation of multifamily housing in need of repair.
Affirmatively Furthering Fair Housing	Increase Housing Affordability & Access to Opportunity and Mobility; address homelessness; enhance fair housing education.	Ongoing	Several "Meaningful Actions" identified as part of this program are currently in progress, identified above. Additionally, the City continues to partner with the City of Santa Barbara's Rental Housing Mediation Program to provide tenants, landlords, and interested parties with information and mediation services related to housing and rental disputes. In 2023, 60 residents received rental-related consultation via phone or in person. The city also refers residents to the Legal Aid Foundation of Santa Barbara County and California Rural Legal Assistance to address concerns related to disability access, those living on fixed incomes, and victims of domestic or elder abuse.
Workforce Homebuyer Down Payment Loans	Facilitate at least 2 loans for the local workforce per year.	Ongoing	The City continues to provide down payment loans, in collaboration with the Housing Trust Fund of Santa Barbara County. In 2023, two down payment loans were funded through this program.

Jurisdiction	Carpinteria	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	02/15/2023 - 02/15/2031

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F

Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)

Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.

Activity Type	Units that Do Not Count Towards RHNA ⁺ Listed for Informational Purposes Only				Units that Count Towards RHNA ⁺ Note - Because the statutory requirements severely limit what can be counted, please contact HCD at apr@hcd.ca.gov and we will unlock the form which enable you to populate these fields				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1 ⁺ . For detailed reporting requirements, see the checklist here: https://www.hcd.ca.gov/community-development/docs/adequate-sites-checklist.pdf
	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Mobilehome Park Preservation									
Total Units by Income									

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: '+' indicates an optional field

Cells in grey contain auto-calculation formulas

For up to 25 percent of a jurisdiction's moderate-income regional housing need allocation, the planning agency may include the number of units in an existing multifamily building that were converted to deed-restricted rental housing for moderate-income households by the imposition of affordability covenants and restrictions for the unit. Before adding information to this table, please ensure housing developments meet the requirements described in Government Code 65400.2(b).

Summary Row. Start Data Entry Below

Jurisdiction	Carpinteria	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	02/15/2023 - 02/15/2031

ANNUAL ELEMENT PROGRESS REPORT

Table K

Tenant Preference Policy

Local governments are required to inform HCD about any local tenant preference ordinance the local government maintains when the jurisdiction submits their annual progress report on housing approvals and production, per Government Code 7061 (SB 649, 2022, Cortese). Effective January 1, 2023, local governments adopting a tenant preference are required to create a webpage on their internet website containing authorizing local ordinance and supporting materials, no more than 90 days after the ordinance becomes operational.

Does the Jurisdiction have a local tenant preference policy?	No
If the jurisdiction has a local tenant preference policy, provide a link to the jurisdiction's webpage on their internet website containing authorizing local ordinance and supporting materials.	
Notes	

ANNUAL ELEMENT PROGRESS REPORT
Local Early Action Planning (LEAP) Reporting
 (CCR Title 25 §6202)

Please update the status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.

Total Award Amount	\$	65,000.00	Total award amount is auto-populated based on amounts entered in rows 15-26.
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[illegible]

Summary of entitlements, building permits, and certificates of occupancy (auto-populated from Table A2)

Completed Entitlement Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		25
Total Units		25

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		10
		10
Total Units		10

Certificate of Occupancy Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		1
Total Units		1



City of Carpinteria

COUNCIL AGENDA STAFF REPORT March 11, 2024

ITEM FOR COUNCIL CONSIDERATION

Review of proposed Ordinance No. 778 amending Chapter 8.52 (SMOKING REGULATIONS) of the Carpinteria Municipal Code to regulate smoking in multi-unit housing developments and update requirements for tobacco retail signage in accordance with State law.

STAFF RECOMMENDATION

Review proposed Ordinance No. 778, receive public comments on the draft Ordinance, and provide input and direction to City staff for further processing.

BACKGROUND

On April 12, 2021, Ms. Melisa Villafuerte Mendoza, Carpinteria Youth Organizer for Future Leaders of America ("FLA") made a presentation to the Council requesting that the Council consider amending Carpinteria's Smoking Ordinance to prohibit smoking in multi-unit housing developments. The Council was in favor of placing the item on a future agenda for further consideration. Accordingly, staff returned to the Council on June 28, 2021, to present information to the Council concerning smoking in multi-unit housing developments. The presentation and staff report included information on other jurisdictions' respective approaches to limiting or restricting smoking in such developments. Ector Flores-Garcia, another Carpinteria Youth Organizer for FLA, spoke to the Council and his team submitted a model ordinance for the Council's consideration.¹ This model ordinance was taken into consideration by City staff in preparing draft Ordinance No. 778. The Council directed staff to return to a future meeting with options for the Council's consideration to limit smoking in multi-unit housing.

The purpose of this agenda matter is to bring forward draft Ordinance No. 778 (Attachment A) for the Council's review and input. As drafted, the Ordinance would ban all smoking in multi-unit

¹ See Attachment C to Council Agenda Staff Report, June 28, 2021, available at https://carpinteria.granicus.com/MetaViewer.php?view_id=2&clip_id=828&meta_id=60659 (referencing ChangeLab Solutions, *Smokefree Housing Ordinance: A Model California Ordinance Regulating Smoking in Multiunit Residences*, June 2018, available at https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fwww.changelabsolutions.org%2Fsites%2Fdefault%2Ffiles%2FSFMUH_REVISED_Ordinance_FINAL_20180917.doc&wdOrigin=BROWSELINK.)

housing developments starting June 1, 2025. It would also immediately update the City's outdated requirements for signage at tobacco retail locations to align with State law and make additional minor revisions or clarifications to the City's existing smoking regulations.

DISCUSSION

Smoke-Free Multi-Unit Housing

As of October 2023, 81 jurisdictions in California have passed laws prohibiting smoking in 100% of private units of rental multi-unit housing properties. Even in the absence of local laws, landlords can voluntarily prohibit smoking to protect tenants from secondhand smoke and to protect their property from damage caused by smoke. Landlords have the legal right to prohibit the smoking of cigarettes or other tobacco products anywhere on their property, including common areas, exterior areas, and individual units ([California Civil Code Section 1947.5](#)). Staff notes, for example, that all of the apartments owned and operated by People's Self Help Housing Corporation ("PSHHC") in Carpinteria are smoke free as PSHHC prohibits smoking on their properties. Additionally, Health and Safety Code Section 11362.3 specifies that State cannabis regulations do not permit a person to smoke cannabis products in locations where smoking tobacco is prohibited. Therefore, smoking cannabis products is also prohibited in multi-unit residences where landlords have imposed a non-smoking rule.

Smoke-Free Common Areas

In many cases, indoor common areas like hallways, stairwells, lobbies, and laundry rooms are already required to be smoke-free under the [California Smoke-Free Workplace Law \(California Labor Code Section 6404.5\)](#) if there are employees on the premises, such as an on-site property manager or maintenance staff. The State law is enforced by local law enforcement agencies, including but not limited to, local health departments, and ultimately Cal/OSHA. Unfortunately, because it is not always clear when an indoor common area falls under the legal definition of "place of employment," this law is not always enforced. Meanwhile, outdoor common areas (like backyards, gardens, shared porches, and pool areas) are generally not covered by state law. To protect residents from exposure to secondhand smoke in common areas, once again, landlords have discretion to prohibit smoking in all common areas, indoors and out.

Smoke-Free Units

Landlords can choose to make some or all units on their property smoke-free through appropriate provisions in tenants' leases. Studies² have shown that secondhand smoke can seep under doorways and drift from one unit into another through cracks around plumbing fixtures, lighting fixtures, and electrical outlets. Therefore, the air quality in smoke-free units may still be affected if other units in the building allow smoking. Smoke-free unit policies can also apply to outdoor portions of units, including private patios and balconies.

Smoke-Free Buffer Zones

When landlords prohibit smoking on parts of their property, they can also establish smoke-free "buffer zones" to keep secondhand smoke from drifting into the nonsmoking areas. Landlords

² <https://www.cdc.gov/tobacco/secondhand-smoke/home.html>

can create buffer zones by prohibiting smoking within a specific distance (typically 20 to 25 feet) of all entrances, doorways, or operable windows of a building, or any area where smoking is prohibited. Landlords who want to create designated smoking areas for their tenants who smoke should take care to locate them outside of the buffer zone. These type of landlord/tenant agreements or rules, are enforceable by landlords and tenants through private rig.

Local Government Regulation of Smoking in Multi-Unit Housing

As of January 1, 2024, 82 municipalities in California have enacted laws that prohibit smoking in 100% of private units of both rental and owner-occupied multi-unit housing properties. In most cases (e.g., 70 of the 82 municipalities), these laws apply to properties with two or more units. A comprehensive list of California jurisdictions that have adopted such regulations is included in Attachment B, and serves as the source for this information. Attachment C to this report provides additional details on how several of these jurisdictions apply their respective multi-unit housing smoking regulations.

Proposed Ordinance No. 778

Proposed Ordinance No. 778, included as Attachment A, revises CMC Chapter 8.52 (Smoking Regulations), to prohibit smoking anywhere on the premises of a multi-unit residential property, including common areas and outdoor areas. It would insert new sections 8.52.080 (Smoking Prohibited in Multi-Unit Residences) and 8.52.090 (Requirements for Multi-Unit Residences), which detail the non-smoking regulations for all multi-unit residences. The definition of “smoking” would be amended to include cannabis and the usage of electronic smoking devices. A “multi-unit residence” would be defined as a property with two or more units – not including mobile home parks, campgrounds, hotels, and motels. In fact, one discussion item for your Council might be whether or not mobile homes should be included in the definition of “multi-unit residence” and, therefore, included in the smoking prohibition³.

The proposed language prohibiting smoking in multi-unit residences includes an effective date of June 1, 2025. This phased-in approach would allow landlords and Homeowners Associations (“HOAs”) a reasonable amount of time to implement the new regulations and communicate with tenants. The regulations include, but are not limited to, noticing requirements for prospective and current tenants and residents, disclosure requirements for the sale of multi-unit residences, on-site signage requirements, and the incorporation of a non-smoking clause into the lease or other rental agreement of a unit. No changes are proposed to places where smoking may be permitted, including in single-family dwellings and up to 25% of guest rooms in any hotel or motel.

City Code Compliance officers and peace officers may enforce these regulations. However, landlords and HOAs, or individuals, through private right of action, would be primarily responsible for enforcing these regulations. The proposed regulations would not, however, create a private right of action for a tenant against a landlord for any damages the tenant may

³ Many jurisdictions are silent on the issue of whether mobile home parks are included in their multi-unit smoking ban, but they often define multi-unit residence to require “contiguous units” or “shared” walls (See, e.g., Burlingame Municipal Code, Sec. 8.18.020 and Fresno Municipal Code, Sec. 10-2001), implicitly excluding mobile home parks and campgrounds from the smoking prohibition. Other jurisdictions expressly exclude mobile home parks from the definition of multi-unit residences. (See Sonoma, Concord, and Guadalupe.)

suffer due to another tenant's breach of any smoking provision in a lease or other rental agreement, so long as the landlord has fully complied with the terms of CMC Sections 8.52.080 and 8.52.090.

Ordinance No. 778 would also update the City's regulations for signage displayed at tobacco retail locations. Currently, Section 8.52.250 (proposed to be re-numbered as Section 8.52.270) requires that any person, business, tobacco retailer, or owner, manager or operator of any establishment that sells tobacco products must post plainly visible signage indicating that the sale of tobacco products to people under 18 years of age is prohibited. State law changed in 2016 to raise the minimum age to purchase tobacco products to 21 years of age, and the City's signage requirements have not yet been updated to include this new age restriction. Thus, language in Section 8.52.270 was updated to reflect the requirements in State Business and Professions Code Section 22952.

POLICY CONSISTENCY

The City is a general law city with the authority to consider and implement new laws applicable to its jurisdiction that do not conflict with State law. Consideration of laws to protect public health, welfare and safety is within the purview of the City.

FINANCIAL CONSIDERATIONS

No Additional Funding Requested. Minimal staff time to prepare the report is included in the Adopted FY 2023-24 General Fund Budget. Involvement of Code Compliance in any enforcement related to the proposed Ordinance would fall under the general duties and adopted budget for the Community Development Department.

ENVIRONMENTAL REVIEW

Proposed Ordinance No. 778 would be exempt from review under the California Environmental Quality Act ("CEQA") in accordance with Public Resources Code Section 15060(c)(2), which applies where an activity will not result in a direct or reasonably foreseeable indirect physical change in the environment; Section 15060(c)(3), which applies where an activity is not a "project" as defined in Section 15378 of the CEQA Guidelines; and Section 15061(b)(3), which applies where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

The City Attorney's Office has worked closely with staff in the development of Ordinance No. 778 and will be available to answer questions about the Ordinance.

OPTIONS

1. After reviewing Ordinance No. 778 and receiving public comments, direct staff to bring the Ordinance back for a first reading at the next Council Meeting.
2. Direct staff to make specified adjustments to Ordinance No. 778 and return to a future Council meeting with an amended Ordinance.

PRINCIPAL PARTIES EXPECTED AT MEETING

Representatives from Future Leaders of America, potentially affected landlords, members of HOAs, and tenants and residents of multi-unit residential developments.

ATTACHMENTS

Attachment A - Proposed Ordinance No. 778 (edits shown)

Attachment B - California Laws for 100% Smokefree Multi-Unit Housing

Attachment C - Laws applied by other jurisdictions

Staff contact: Mindy Fogg, Principal Planner
(805) 755-4408, mindyf@carpinteriaca.gov



Signature

Reviewed by: Nick Bobroff, Community Development Director
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Signature

Reviewed by: Michael Ramirez, City Manager
(805) 755-4400, michaelr@carpinteriaca.gov



Signature

Attachment A.

Proposed Ordinance No. 778 (Edits Shown)

Multi-Unit Residential Smoking Regulations
March 11, 2024 City Council

ORDINANCE NO. 778

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA, CALIFORNIA, AMENDING IN ITS ENTIRETY CHAPTER 8.52 (SMOKING REGULATIONS) OF THE CARPINTERIA MUNICIPAL CODE

WHEREAS, the City of Carpinteria (the “City”) is a municipal corporation, duly organized under the constitution and laws of the State of California; and

WHEREAS, the U.S. Surgeon General has concluded that there is no risk-free level of exposure to secondhand smoke¹ and the California Air Resources Board identified secondhand smoke as a toxic air contaminant for which there is no safe level of exposure;² and

WHEREAS, secondhand smoke is responsible for an estimated 34,000 heart disease-related and 7,300 lung cancer-related deaths among adult nonsmokers each year;³ and

WHEREAS, in children, secondhand smoke causes ear infections, more frequent and severe asthma attacks, respiratory infections, and increases the risk of Sudden Infant Death Syndrome (SIDS); and

WHEREAS, several studies indicate that secondhand cannabis smoke has been identified as a health hazard. This finding is supported by the following objective studies:

- The California Environmental Protection Agency includes cannabis smoke on the Proposition 65 list of chemicals known to the state of California to cause cancer;⁴
- Cannabis smoke contains at least 33 known carcinogens;⁵

¹ U.S. Department of Health and Human Services. *The Health Consequences of Involuntary Exposure to Tobacco Smoke. A Report of the Surgeon General*. Atlanta, GA: U.S. Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for Chronic Disease Prevention and Health Promotion, Office on Smoking and Health (2006) available at:

https://www.ncbi.nlm.nih.gov/books/NBK44324/pdf/Bookshelf_NBK44324.pdf (accessed February 28, 2024).

² Air Resources Board, California Environmental Protection Agency. *Frequently Asked Questions — Environmental Tobacco Smoke*, available at: <https://ww2.arb.ca.gov/our-work/programs/environmental-tobacco-smoke-identified-toxic-air-contaminant> (accessed February 28, 2024).

³ U.S. Department of Health and Human Services. *The Health Consequences of Smoking: 50 Years of Progress. A Report of the Surgeon General*. Atlanta, GA: U.S. Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for Chronic Disease Prevention and Health Promotion, Office on Smoking and Health. 2014. Available at: https://www.ncbi.nlm.nih.gov/books/NBK179276/pdf/Bookshelf_NBK179276.pdf (accessed February 28, 2024).

⁴ California Environmental Protection Agency. *Evidence on the Carcinogenicity of Cannabis Smoke*. Sacramento, CA: California Environmental Protection Agency, Office of Environmental Health Hazard Assessment, Reproductive and Cancer Hazard Branch (2009) available at: <https://oehha.ca.gov/media/downloads/proposition-65/chemicals/finalmismokehid.pdf> (accessed February 28, 2024).

⁵ *Id.*

- In one study, exposure to cannabis smoke in an unventilated setting resulted in detectable levels of cannabinoids in non-smoker participants' blood and urine, and participants experienced minor increases in heart rate and impaired cognitive performance;⁶
- A recent systematic review of the literature concluded that secondhand exposure to cannabis smoke leads to cannabinoid metabolites in bodily fluids and individuals experiencing self-reported psychoactive effects;⁷ and

WHEREAS, in addition to secondhand smoke from tobacco products and cannabis, exposure to electronic smoking device aerosol may be considered a health hazard and has immediate impacts on the human respiratory and cardiovascular system, posing a risk to human health, as evidenced by the following:

- Research has found at least twelve chemicals in electronic smoking device aerosol known to the State of California to cause cancer, birth defects, or other reproductive harm,⁸ such as formaldehyde, acetaldehyde, lead, nickel, chromium, arsenic, and toluene;⁹
- Electronic smoking device aerosol is not harmless water vapor as it contains varying concentrations of particles and chemicals with some studies finding particle sizes and nicotine concentrations similar to, or even exceeding, conventional cigarette smoke;¹⁰
- Evidence continues to build that exposure to electronic smoking device aerosol, including secondhand exposure, has immediate impacts on the human respiratory and cardiovascular systems, and poses a risk to human health;¹¹
- Given the increasing prevalence of electronic smoking device use, especially among youth and young adults, widespread nicotine exposure

⁶ Herrmann, ES, Cone, EJ, Mitchell, JM, et al. *Non-Smoker Exposure to Secondhand Cannabis Smoke II: Effect of Room Ventilation on the Physiological, Subjective, and Behavioral/Cognitive Effects*. *Drug Alcohol Depend.* (2015) 151:194–202. Doi: 10.1016/j.drugalcdep.2015.03.019, available at

<https://www.sciencedirect.com/science/article/abs/pii/S037687161500160X?via%3Dihub>.

⁷ Holitzki H, Dowsett LE, Spackman E, Noseworthy T, Clement F. *Health effects of exposure to second- and third-hand marijuana smoke: a systematic review*. *CMAJ Open.* 2017;5(4):E814–E822. doi:10.9778/cmajo.20170112.

⁸ Office of Environmental Health Hazard Assessment, California Environmental Protection Agency, *The Proposition 65 list*. <https://oehha.ca.gov/proposition-65/proposition-65-list> (accessed February 28, 2024); California Tobacco Control Program, California Department of Public Health. *State Health Officer's Report on E-Cigarettes: A Community Health Threat* (2015) available at: www.cdph.ca.gov/Programs/CCDCPHP/DCDIC/CTCB/CDPH%20Document%20Library/Policy/ElectronicSmokingDevices/StateHealthEcigReport.pdf; National Academies of Sciences, Engineering, and Medicine. *Public Health Consequences of E-Cigarettes* (2018) Washington, DC: The National Academies Press available at: <https://www.nap.edu/catalog/24952/public-health-consequences-of-e-cigarettes>

⁹ Fowles J, Barreau T, Wu N. *Cancer and Non-Cancer Risk Concerns from Metals in Electronic Cigarette Liquids and Aerosols*. *Int J Environ Res Public Health* (2020) 17(6):2146. doi: 10.3390/ijerph17062146.

¹⁰ *Public Health Consequences of E-Cigarettes*, *supra*.

¹¹ *Id.*

resulting in addiction and other harmful consequences is a serious concern;¹²

- Indoor air experts and health authorities, including the U.S. Surgeon General, American Society of Heating Refrigerating and Air Conditioning Engineers, and the State of California Tobacco Education and Research Oversight Committee (TEROC), all support inclusion of electronic smoking devices in regulations of smoking and other tobacco product use;¹³ and

WHEREAS, research demonstrates that secondhand smoke in multi-unit residences or common interest developments can and does transfer between units, creeping under doorways and through wall cracks;¹⁴ and

WHEREAS, the U.S. Surgeon General has concluded that eliminating smoking in indoor spaces is the only way to fully protect nonsmokers from secondhand smoke exposure; and that separating smokers from nonsmokers, cleaning the air, and ventilating buildings cannot completely prevent secondhand smoke exposure;¹⁵ and

WHEREAS, several studies have confirmed that smoke-free multi-unit residence policies are an effective method to reduce secondhand smoke exposure in multi-unit residences; and

WHEREAS, secondhand smoke in multi-unit residences is a significant threat to the health and safety of California children;¹⁶ and

WHEREAS, research consistently demonstrates that a majority of tenants in multi-unit residences, including a large portion of smokers, supports smoke-free policies in multi-unit residences, and that support is even greater among residents with children; and

WHEREAS, 100 California cities and counties have adopted smoke-free multi-unit residence ordinances;¹⁷ and

WHEREAS, there is no Constitutional right to smoke; and

¹² *Id.*

¹³ U.S. Department of Health and Human Services. *E-Cigarette Use Among Youth and Young Adults: A Report of the Surgeon General*. Atlanta, GA: U.S. Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for Chronic Disease Prevention and Health Promotion, Office on Smoking and Health. (2016) available at: <https://www.ncbi.nlm.nih.gov/books/NBK538680/>

¹⁴ DiGiacomo SI, Jazayeri MA, Barua RS, Ambrose JA. Environmental Tobacco Smoke and Cardiovascular Disease, *Int J Environ Res Public Health* (2018) 16(1):96. doi: 10.3390/ijerph16010096.

¹⁵ *The Health Consequences of Involuntary Exposure to Tobacco Smoke. A Report of the Surgeon General* (2006) *supra*.

¹⁶ Centers for Disease Control and Prevention (CDC). *CDC Vital Signs — Secondhand Smoke: An Unequal Danger*. (February 2015) available at: www.cdc.gov/vitalsigns/pdf/2015-02-vitalsigns.pdf (accessed April 10, 2023).

¹⁷ American Nonsmoker's Rights Foundation, *U.S. Laws for 100% Smokefree Multi-Unit Housing* (January 1, 2024) available at <http://no-smoke.org/wp-content/uploads/pdf/smokefreemuh.pdf>.

WHEREAS, California law declares that anything which is injurious to health or obstructs the free use of property, so as to interfere with the comfortable enjoyment of life or property, is a nuisance; and

WHEREAS, there are significant savings from adopting a smoke-free multi-unit housing policy, as evidenced by the following:

- Prior to implementation, the U.S. Department of Housing and Urban Development's smoke-free public housing policy was conservatively estimated to produce an annual savings of 4 to 8 million dollars a year for U.S. public housing authorities in renovation-related costs,¹⁸ and 30 to 109 million dollars per year in health care costs in California alone;¹⁹
- Implementing statewide smoke-free policies in multi-unit housing properties would save property owners in California an estimated \$18.1 million in renovation expenses each year;²⁰ and

WHEREAS, local governments have broad latitude to declare nuisances and are not constrained by prior definitions of nuisance; and

WHEREAS, State law allows local governments to adopt ordinances that permit residential rental agreements to prohibit smoking tobacco products within rental units; and

WHEREAS, State law prohibits smoking within 25 feet of playgrounds as well as within 20 feet of government buildings and expressly authorizes local communities to enact additional restrictions; and

WHEREAS, California Business and Professions Code section 22952 raised the minimum age limit to purchase tobacco or tobacco-related products to 21 years of age in California; and

WHEREAS, California Business and Professions Code section 22952(b) establishes that retailers of tobacco products are required to post conspicuously, at each point of purchase, notices with specific requirements; and

WHEREAS, to provide for the public health, safety, and welfare by discouraging the inherently dangerous behavior of smoking around non-smokers, especially children; to protect the public from exposure to secondhand smoke where they live, work, and play; and to protect the public from nonconsensual exposure to secondhand smoke in and around their homes, the City desires to amend Chapter 8.52 of Title 8 of the

¹⁸ McFarlane A, Djoko Y, Woodward A. Instituting Smoke-Free Public Housing: An Economic Analysis, *Cityscape*, 2017;19(3):435-448. Available at: <https://www.huduser.gov/portal/periodicals/cityscape/vol19num3/ch24.pdf>.

¹⁹ King BA, Peck RM, Babb SD. National and State Cost Savings Associated with Prohibiting Smoking in Subsidized and Public Housing in the United States, *Prev Chronic Dis*. 2014;11:E171. doi: 10.5888/pcd11.140222.

²⁰ Ong MK, Diamant AL, Zhou Q, Park HY, Kaplan RM. Estimates of smoking-related property costs in California multiunit housing, *Am J Public Health*, 2012; 102(3):490-493. doi:10.2105/AJPH.2011.300170.

Carpinteria Municipal Code ("Smoking Regulations") in its entirety, particularly to prohibit smoking, including tobacco, cannabis, and electronic smoking device vapor or aerosol, in multi-unit residences, including apartments, owner-occupied multi-unit housing and common interest developments, such as condominiums, and to implement the signage requirements of California Business and Professions Code section 22952.

NOW THEREFORE, the City Council of the City of Carpinteria does ordain as follows:

SECTION 1. Incorporation of Recitals

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

SECTION 2. Amendment to Code

Chapter 8.52 of the Carpinteria Municipal Code should be revised to read as follows (proposed new text is shown in underline and text to be deleted is shown in ~~strikeout~~):

Chapter 8.52- Smoking Regulations

8.52.010 Title.

The regulations contained in this chapter may be known and referred to as the "smoking regulation code."

8.52.020 Purpose.

This chapter is enacted with the specific intent to:

- A. Prohibit smoking in certain public places not preempted by California Labor Code Section 6404.5, which provides further smoking regulations;
- B. Protect the public health, safety and general welfare by prohibiting smoking in certain public places under circumstances where other persons will be exposed to secondhand smoke;
- C. Ensure a cleaner and more hygienic environment for the City, its residents, and its natural resources, including its creeks and streams;
- D. Strike a reasonable balance between the needs of persons who smoke and the needs of nonsmokers, including residents and visitors, particularly children, to breathe smoke-free air, recognizing the threat to public health and the environment which smoking causes;
- E. Regulate the manner in which tobacco products are sold; and
- F. Designate the enforcing agency-mechanism for this chapter and for Labor Code Section 6404.5.

8.52.030 Definitions

The following definitions shall govern construction of this chapter unless ~~the context clearly requires otherwise~~ indicated otherwise. For purposes of this chapter, these definitions shall supersede the same terms that are defined elsewhere in this Code.

“Arm’s Length Transaction” means a sale in good faith and for valuable consideration that reflects the fair market value in the open market between two informed and willing parties, neither of which is under any compulsion to participate in the transaction. A sale between relatives, related companies or partners, or a sale for which a significant purpose is avoiding the effect of a violation of this chapter, is not an “arm’s length transaction.”

“Association” means a nonprofit corporation or unincorporated association created for the purpose of managing a common interest development.

“Business” means any sole proprietorship, partnership, joint venture, corporation, association or other entity formed for profit-making purposes or that has an employee.

“Cannabis” has the meaning set forth in California Health and Safety Code Section 11018, as that section may be amended from time to time.

“Common area” means every area of a multi-unit residence that residents of more than one unit are entitled to enter or use, including, but not limited to, halls, pathways, lobbies, courtyards, elevators, stairs, community rooms, playgrounds, gym facilities, swimming pools, parking garages, parking lots, grassy or landscaped areas, restrooms, laundry rooms, cooking areas, and eating areas.

“Common interest development” means any of the following:

1. A community apartment project as defined in Section 4105 of the Civil Code.
2. A condominium project as defined in Section 783 of the Civil Code.
3. A planned development as defined in Section 6562 of the Civil Code.
4. A stock cooperative as defined in Section 11003.2 of the Business and Professions Code.

“Code compliance officer” means the city code compliance officer or duly authorized designee of the city code compliance officer.

“Dining area” means any area available to or customarily used by the general public that is designed, established or regularly used for consuming food or drink.

“Electronic smoking device” means an electronic and/or battery-operated device which can be used to deliver an inhaled dose of nicotine or other substances, including any

component, part, or accessory of such a device, whether or not sold separately.
"Electronic smoking device" includes, but is not limited to, any device manufactured, distributed, marketed, or sold as an electronic cigarette, an electronic cigar, an electronic cigarillo, an electronic pipe, an electronic hookah, or any other similar product name or descriptor.

"Employee" means any person who is employed or retained as an independent contractor by any employer as defined in this section; or any person who volunteers his or her services for an employer, association, nonprofit or volunteer entity.

"Employer" means any person, partnership, corporation, association, nonprofit or other entity that employs or retains the service of one or more persons, or supervises volunteers.

"Enclosed" means:

1. Any covered or partially covered space having more than fifty percent (50%) of its perimeter area walled in or otherwise closed to the outside such as, for example, a covered porch with more than two walls; or
2. Any space open to the sky (hereinafter "uncovered") having more than seventy-five (75) percent of its perimeter area walled in or otherwise closed to the outside, such as, for example, a courtyard.

"Health officer" means the county health officer or the duly authorized designee of the county health officer.

"Landlord" means any person or agent of a person who owns, manages, or is otherwise legally responsible for a unit in a multi-unit residence that is leased to a residential tenant. For purposes of this chapter, a tenant who sublets their unit (e.g., a sublessor) is not a landlord.

"Licensing Agent" means the Carpinteria City Community Development Director.

"Multi-unit residence" means property containing two (2) or more units, including, but not limited to, apartment buildings, condominium complexes, senior and assisted living facilities, and long-term health care facilities. The following are not included in the definition of a multi-unit residence:

(1) a mobile home park;

(2) a campground;

(3) a hotel or motel that meets the requirements of California Civil Code section 1940(b)(2);

(4) a one-family dwelling, as defined in Section 14.08.200 of this Code, except if used as a health care facility subject to licensing requirements; and

(5) a one-family dwelling, as defined in Section 14.08.200 of this Code, with an accessory dwelling unit or junior accessory dwelling unit, as defined in Section 14.72.020 of this Code, except if the one-family dwelling, accessory dwelling unit, or junior accessory dwelling unit is used as a health care facility subject to licensing requirements.

"Nonprofit entity" means any entity that meets the requirements of California Corporations Code ~~Section~~ section 5003 as well as any corporation, unincorporated association or other entity created for charitable, religious, philanthropic, educational, political, social or similar purposes, the net proceeds of which are committed to the promotion of the objectives of the entity and not to private gain. A public agency is not a nonprofit entity within the meaning of this section.

"Person" means any natural person, partnership, cooperative association, corporation, personal representative, receiver, trustee, assignee, or any other legal entity.

"Place of employment" means any area under the legal or de facto control of an employer, business or nonprofit entity that an employee or the general public may have cause to enter in the normal course of operations, but regardless of the hours of operation, including, for example, indoor and outdoor work areas, construction sites, vehicles used in employment or for business purposes, taxis, employee lounges, conference and banquet rooms, bingo and gaming facilities, long-term health facilities, warehouses and private residences that are used as childcare or healthcare facilities subject to licensing requirements.

"Playground" means any park or recreational area designed in part to be used by children that has play or sports equipment installed or has been designated or landscaped for play or sports activities, or any similar facility located on public or private school grounds, or on city property.

"Premises" means a lot or contiguous lots and any improvements thereon such as is usually described in a deed, deed of trust or mortgage, and includes legally separate but contiguous pieces of land that are owned by the same person or are under common control.

"Present" means within a reasonable distance.

"Public place" means any public or private place open to the general public regardless of any fee or age requirement, including, for example, streets, sidewalks, parking lots, parking garages, plazas, bars, restaurants, clubs, stores, stadiums, parks, playgrounds, taxis and buses. For the purposes of the provisions of this chapter, a "public place"

does not mean a private residence except for (a) residences used as a child care, health care, board and care, or community foster care facility as such terms are defined by the state Health and Safety Code or (b) the common areas of multi-unit residences ~~family dwellings~~, such as apartment buildings and condominiums.

"Reasonable distance" means the greatest distance practicable that ensures that occupants of an area in which smoking is prohibited are not exposed to secondhand smoke created by smokers outside the area. This distance shall generally be twenty (20) feet, with a minimum distance of five (5) feet.

"Recreational area" means any public or private area open to the public for recreational purposes whether or not any fee for admission is charged, including without limitation, parks, trails, gardens, sporting facilities, stadiums and playgrounds.

"Unit" means a personal dwelling space, even where lacking cooking facilities or private plumbing facilities, and includes any associated exclusive-use enclosed area or unenclosed area, such as, for example, a private balcony, porch, deck, or patio. "Unit" includes, but is not limited to, an apartment; a condominium; a townhouse; a room in a long-term health care facility, assisted living facility, or hospital; a hotel or motel room; a room in a single room occupancy facility; a room in a homeless shelter; a mobile home; a camper vehicle or tent.

"Restaurant" means any coffee shop, cafeteria, luncheonette, tavern, cocktail lounge, sandwich stand, soda fountain, private and public school cafeteria, eating establishment, boardinghouse or guest house or similar establishment which gives or offers for sale food or drink to the public.

"Secondhand smoke" means smoke that is generated from the burning end of a lighted tobacco, weed or plant product, or smoke that is exhaled by a smoker after inhaling or ingesting a lit tobacco, weed or plant product, or the aerosolized or vaporized substance that is exhaled by a smoker after inhaling an "electronic smoking device."

"Self-service display" means an open display of tobacco products and point-of-sale tobacco promotional products that the public has access to without the intervention of an employee.

~~"Service area" means any area designed to be or regularly used by one or more persons to receive or wait to receive a service, enter a public place or make a transaction whether or not such service includes the exchange of money including, for example, ATMs, bank teller windows, telephones, ticket lines, bus stops, taxi stands and takeout counters.~~

~~"Smoking" or to "smoke" means possessing or to possess a lighted tobacco product, lighted tobacco paraphernalia, or any other lighted weed or plant (including but not limited to, a lighted pipe, lighted hookah pipe, lighted cigar, or lighted cigarette of any kind), or the lighting of a tobacco product, tobacco paraphernalia, or any other weed or~~

~~plant (including but not limited to, a pipe, a hookah pipe, cigar, or cigarette of any kind).~~

1. inhaling, exhaling, or burning, any tobacco, nicotine, cannabis, or plant product, whether natural or synthetic, except when the combusting or vaporizing material containing no tobacco, nicotine, or cannabis and the purpose of inhalation is solely olfactory, such as, for example, smoke from incense;
2. carrying any lighted, heated, or activated tobacco, nicotine, cannabis, or plant product, whether natural or synthetic, intended for inhalation; or
3. using an "electronic smoking device."

~~"Sports arena" means an outdoor or nonenclosed sports pavilion, stadium, swimming pool, roller rink, or other similar place where members of the general public assemble either to engage in physical exercise, participate in athletic competition or witness sports events, including the concession stand areas thereof.~~

"Tobacco paraphernalia" means cigarette papers or wrappers, pipes, holders of smoking materials of all types, cigarette rolling machines, e-liquids, and any other item designed for smoking, preparation, storing or consumption of tobacco products.

"Tobacco product" means any substance containing tobacco leaf, and any product or formulation of matter containing biologically active amounts of nicotine that is manufactured, sold, offered for sale, or otherwise distributed with the expectation that the product or matter will be introduced into the human body, but does not include any cessation product specifically approved by the United States Food and Drug Administration for use in treating nicotine or tobacco dependence.

"Tobacco retailer" means any person who sells, offers for sale, or does or offers to exchange for any form of consideration, tobacco, tobacco products or tobacco paraphernalia. "Tobacco retailing" shall mean the doing of any of these things. This definition is without regard to the quantity of tobacco, tobacco products, or tobacco paraphernalia sold, offered for sale, exchanged, or offered for exchange.

"Tobacco retailer license" or "license" shall mean a business license that permits the retail sale of tobacco products and/or tobacco paraphernalia.

"Tobacco vending machine" means any machine or device designated for or used for the vending of cigarettes, cigars, tobacco or tobacco products upon the insertion of coins, bills, trade checks, slugs or other form of legal tender or consideration.

"Unenclosed area" means any area which is not enclosed.

"Vendor-assisted" means that only a store employee has access to the tobacco product and assists a customer by supplying the product. The customer does not take

possession of the product until it is purchased.

8.52.040 Secondhand Smoke Generally

For all purposes within the jurisdiction of the city, the nonconsensual exposure to secondhand smoke and the uninvited presence of secondhand smoke on property in violation of this chapter shall constitute a nuisance, as is further described by Chapter 9.70 of this the Carpinteria Municipal Code.

8.52.050 Public and Other Places Where Smoking Shall Be Prohibited

Except as otherwise provided by this chapter or by state or federal law, smoking shall be prohibited everywhere in the city, including but not limited to:

- A. Public places;
- B. Residences used as a child care, health care, board and care, or community foster care facility as such terms are defined by the state Health and Safety Code;
- C. Common areas of multi-unit residences ~~family dwellings~~, such as apartment buildings and condominiums;
- D. Effective June 1, 2025, anywhere on the premises of a multi-unit residence, including inside multi-unit residence units, common areas, and other outdoor areas.
- E. Places of employment;
- F. Enclosed and unenclosed places of hotels, businesses, restaurants, bars and other public accommodations;
- G. Buses or other means of public transit, and ticket, boarding and waiting areas of public transit depots and bus stops, enclosed or not;

8.52.060 Places Where Smoking May Be Permitted

Except where prohibited by state or federal law, and or by Chapter 12.24.021(A) 12.24.020.21A of this the Municipal Code for public parks and beaches, smoking may be permitted in the following locations within the city notwithstanding Section 8.52.050:

- A. ~~Private residential properties~~ One-family dwellings as defined at Chapter 14.08.200 of the Municipal Code. This chapter does not preclude private regulation of smoking ~~on private residential properties at one family dwellings;~~
- B. In up to twenty-five (25) percent of guest rooms in any hotel or motel, if the hotel or motel permanently designates at least seventy five (75) percent of its guest rooms as nonsmoking rooms, appropriately signs nonsmoking rooms and permanently removes ashtrays and matches from them. Smoking rooms shall

be segregated from nonsmoking rooms on separate floors, wings or portions of either; smoking and nonsmoking rooms shall not be interspersed. Nothing in this chapter shall require a hotel or motel to provide smoking rooms and the owner or operator of a hotel or motel may choose to prohibit smoking throughout the property.

C. Designated smoking areas on private property provided that all of the following conditions are met:

1. The area is located the greatest-distance practicable from:
 - a. any doorway or opening into an enclosed area;
 - b. any access way to a public place; and
 - c. The distance shall generally be twenty feet, with a minimum distance of five feet;
2. The area has a clearly marked perimeter;
3. The area is posted with one or more conspicuously displayed sign(s) identifying the area as a designated outdoor smoking area pursuant to section ~~8.52.090~~ 8.52.110 of this code;
4. Smoke is not permitted to enter adjacent areas in which smoking is prohibited by this chapter, other law or by the owner, lessee or licensee of the adjacent property;
5. Appropriate ash can(s) are placed in the smoking area and are maintained regularly by the owner, operator or manager of the smoking area;
6. No consistent complaints of secondhand smoke are filed with the city; and
7. The area is well lit.

D. Designated smoking areas (DSAs) on public property approved by the city council and developed and maintained as such by the city. Prior to creating a DSA, the city council shall make a finding that the DSA is consistent with the purposes of this chapter;

E. Smoking areas at public events which have been approved as part of ~~at~~ the Special Event Permit or Temporary Use Permit issued by the city.

F. Inside a private vehicle ~~automobile~~ when no minor child is present.

G. Any unenclosed area in which no nonsmoker is present and, due to the time of

day or other factors, it is not reasonable to expect another person to arrive

8.52.070 Modifications of Designated Smoking Area (DSA)

The city reserves the right to prohibit or require modifications to a DSA at a certain location if it undermines the purposes of this chapter.

8.52.080 Smoking Prohibited in Multi-Unit Residences

- A. Effective June 1, 2025, smoking is prohibited in all units and common areas of multi-unit residences.
- B. All common areas of multi-unit residences shall have signage indicating that smoking is prohibited consistent with the sign requirements of Section 8.52.110.
- C. If the City receives a complaint of a violation of subdivision A, it may issue a notice to the person(s) responsible, informing them of the requirements of this Chapter. The tenant(s) of a unit, or owner-occupant(s) of an owner-occupied unit, shall be deemed the person(s) responsible for the violation where the violation was caused by the tenant(s) or owner-occupant(s) of the unit, or one or more persons subject to the control of, or present by invitation or permission of, the tenant(s) or owner-occupant(s).
- D. Sales contracts for condominiums entered into on or after June 1, 2025 shall disclose the requirements of this Chapter.
- E. Any person may bring a civil action to enforce this Section to prevent future violations and may sue to recover actual or statutory damages, including court costs, and attorney's fees. However, this Chapter does not create a private right of action for a tenant against a landlord for any damages the tenant may suffer due to another tenant's breach of any smoking provision in a lease or other rental agreement, so long as the landlord has fully complied with the terms of this Section and Section 8.52.090.

8.52.090 Requirements for Multi-Unit Residences

- A. As of June 1, 2025, the landlord or association shall deliver to each unit of a multi-unit residence, a copy of this Chapter and a written notice clearly stating:
 - 1. As of June 1, 2025, all units are designated nonsmoking units and smoking is prohibited in a unit, including any associated private balcony, porch, deck, or patio.
 - 2. Smoking in all common areas or outdoor areas, except for specifically designated smoking areas, is a violation of this Chapter.
- B. Every landlord or association shall provide prospective tenants, and/or

prospective buyers of units, written notice clearly stating that:

1. As of June 1, 2025, Smoking is prohibited in units, including any associated private balcony, porch, deck, or patio; and (2) smoking is prohibited in all common areas and outdoor areas, except for specifically designated smoking areas.

C. Every seller of a unit in a common interest development shall provide prospective buyers or renters a copy of this Chapter and written notice clearly stating that:

1. As of June 1, 2025, smoking is prohibited in units, including any associated private balcony, porch, deck, or patio; and (2) smoking is prohibited in all common areas and outdoor areas, except for specifically designated smoking areas.

D. As of June 1, 2025, every lease or other rental agreement for the initial occupancy of a new or existing unit in a multi-unit residence shall include a clause providing that it is a material breach of the lease or other rental agreement for the tenant, or any other person subject to the control of the tenant or present by invitation or permission of the tenant, to engage in smoking in any unit of the multi-unit residence or any common area of the multi-unit residence, other than a designated smoking area.

E. As of June 1, 2025, every existing lease or rental agreement whether it be renewed, or continued month-to-month, shall be amended to include a clause that it is a material breach of the lease or other rental agreement for the tenant, or any other person subject to the control of the tenant or present by invitation or permission of the tenant, to engage in smoking in any unit of the multi-unit residence or any common area of the multi-unit residence, other than a designated smoking area.

F. As of June 1, 2025, the person or persons with legal control over common areas shall post and maintain clear and unambiguous "No Smoking" signs at entrances and exits, in common areas, and in conspicuous places adjoining the property grounds. In addition, as of June 1, 2025, the person or persons with legal control over the multi-unit residences shall post and maintain signs in sufficient numbers and locations to indicate that smoking is prohibited in all units. The absence of signs shall not be a defense to a violation of any provision of this Chapter. "No Smoking" signs are not required inside or on doorways of units.

G. Landlords or associations with knowledge of violations shall take reasonable steps to investigate and enforce the regulations, including a written notice to the resident of the knowledge of the violation, a request to cease the violation, and the course of action to be taken if the violation is not corrected.

~~8.52.080~~ 8.52.100 Allowing, Aiding or Abetting Smoking

- A. No person, employer, business or nonprofit entity shall knowingly permit smoking in an area under his, her or its legal or de facto control in which smoking is prohibited by this Chapter or other law.
- B. Except as provided in Section ~~8.52.100-A~~ 8.52.120 of this code, no person, employer, business or nonprofit entity shall allow the placement or maintenance of a receptacle for smoking waste in an area under his, her or its legal or de facto control in which smoking is prohibited by this chapter or other law, provided however, that a receptacle may be placed at the entry to a nonsmoking area, along with a "No Smoking" sign, in order to encourage any smokers in violation of this chapter to immediately extinguish and properly dispose of smoking materials."
- C. No person shall intimidate, threaten, effect a reprisal or retaliate against another person who seeks to attain compliance with one or more of this chapter's provisions.

~~8.52.090~~ 8.52.110 Signs

Notwithstanding this provision, the presence or absence of signs shall not be a defense to the violation of any other provision of this Chapter.

- A. "No Smoking" or "Smoke Free" signs, with letters of not less than one inch in height or the international "No Smoking" symbol (consisting of a pictorial representation of a burning cigarette enclosed in a red circle with a red bar across it) or any alternative signage approved by the Community Development Director may be conspicuously posted by the person, employer, business or nonprofit entity who or which has legal or de facto control of such place at each entrance to a public place in which smoking is prohibited by this chapter ~~or any other place where the City Manager reasonably determines that smoking in violation of this chapter has occurred, or is likely to occur.~~
- B. Within designated smoking areas, one or more conspicuously displayed sign(s) shall be posted identifying the area as such. Signs shall adhere to the following requirements: a smokers' outpost pursuant to section 8.52.060.B of this code signs with arrows directing the public to the designated smoking area may be allowed; signs shall be no smaller than three (3) inches high and eight (8) inches long with a pictorial representation of a burning cigarette; signs shall contain "Designated Smoking Area" or similar and shall be posted prominently between five (5) feet and seven (7) feet above the floor or ground; and all signs are subject to approval by the Community Development Director at his or her discretion.

- C. Every hotel and motel shall have signs posted conspicuously in the registration and lobby areas which state that nonsmoking rooms are maintained and may be available; rooms designated as being nonsmoking shall have signs announcing such restriction conspicuously placed inside the room.
- D. No person shall alter, deface, obscure, remove or destroy a sign or placard that this chapter authorizes.

~~8.52.100~~ 8.52.120 Smoking Waste

Except for disposal of smoking waste in a smoking waste receptacle, no person shall dispose of smoking waste: (1) in or upon a public street or sidewalk; (2) in an area in which smoking is prohibited by this eChapter or other law; or (3) in any area a reasonable distance therefrom.

~~8.52.110~~ 8.52.130 Requirement for Tobacco Retailer License

It is unlawful for any person to act as a tobacco retailer without first obtaining and maintaining a valid tobacco retailer license pursuant to this chapter for each location at which that activity is to occur. Tobacco retailer licenses are valid for one year. An application to renew a tobacco retailer license shall be submitted prior to the expiration of the license.

~~8.52.120~~ 8.52.140 Tobacco Retailers must operate at a Fixed Location

No tobacco retailer license may be issued to authorize tobacco retailing at other than a fixed location. For example, tobacco retailing by persons on foot or from vehicles is prohibited.

~~8.52.130~~ 8.52.150 Prohibition of Tobacco Retailing within Certain Areas of the City

No tobacco retailer license may be issued to authorize a tobacco retailer in the areas of the city described in Sections 14.20.075 and 14.22.070 of this Code.

~~8.52.140~~ 8.52.160 Application Procedure

- A. An application for a tobacco retailer license, plus one copy shall be submitted to the licensing agent in the name of the person proposing to conduct tobacco retailing and shall be signed by such person or an authorized agent thereof.

It is the responsibility of each proprietor to be informed regarding all laws applicable to tobacco retailing, including those laws affecting the issuance of a tobacco retailer's license. No proprietor may rely on the issuance of a license as a determination by the City of Carpinteria or County of Santa Barbara that the proprietor has complied with all laws applicable to tobacco retailing. A license issued contrary to this chapter, contrary to any other law, or on the basis of false or misleading information supplied by a proprietor shall be revoked pursuant to Section ~~8.52.240~~ 8.52.260 of this eChapter. Nothing in this eChapter shall be construed to vest in any person obtaining and maintaining a tobacco retailer's

license any status or right to act as a tobacco retailer in contravention of any provision of law.

All applications shall be submitted on a form supplied by the city and shall contain the following information:

1. The name, address, and telephone number of each proprietor of the business seeking a license.
 2. The business name, address, and telephone number of the single fixed location for which a license is sought.
 3. A single name, mailing address and email address authorized by each proprietor to receive all communications and notices (the "Authorized Address") required by, authorized by, or convenient to the enforcement of this chapter. If an Authorized Address is not supplied, each proprietor shall be understood to consent to the provision of notice at the business address specified in subparagraph (2) above.
 4. Proof that the location for which a tobacco retailer's license is sought has been issued a valid state tobacco retailer's license by the California Board of Equalization.
 5. Whether or not any proprietor or any agent of the proprietor has admitted violating, or has been found to have violated, this chapter or any other local and state laws, rules and regulations related to tobacco retailing and, if so, the dates and locations of all such violations within the previous five years.
- B. All information specified in an application pursuant to this section shall be subject to disclosure under the California Public Records Act (California Government Code Section 6250 et seq.) or any other applicable law, subject to the laws' exemptions.

~~8.52.150~~ 8.52.170 Issuance of Tobacco Retailer License

- A. Within thirty days of the licensing agent's receipt of an application for a tobacco retailer license, the licensing agent shall issue a license, unless it has been determined by the Public Health Department that the issuance of the license should be denied, based on the following criteria:
1. The information presented in the application is incomplete, inaccurate or false; or
 2. The application seeks authorization for tobacco retailing by a person or at a location for which a suspension is in effect pursuant to Section ~~8.52.240~~ 8.52.260 of this chapter; or
 3. The application seeks authorization for tobacco retailing in an area that is in violation of Sections 14.20.075 and 14.22.070 of this Code.

4. The application seeks authorization for tobacco retailing that is prohibited pursuant to this chapter (e.g., mobile vending), that is unlawful pursuant to this code, or that is unlawful pursuant to any other law.
- B. A denial of a tobacco retailer license may be appealed pursuant to Section ~~8.52.240~~ 8.52.260 of this chapter.
 - C. A licensed tobacco retailer shall inform the licensing agent in writing of any change in the information submitted on an application for a tobacco retailer's license within ten (10) business days of a change.
 - D. The licensing agent shall keep a permanent record of all tobacco retailer licenses issued, but may destroy such records as provided by law with the approval of the City Council.

~~8.52.160~~ 8.52.180 Display of Tobacco Retailer License

Each licensee shall prominently display the tobacco retailer license at each location where tobacco retailing occurs.

~~8.52.170~~ 8.52.190 Fees for Tobacco Retailer License

- A. The initial or renewal fee for a tobacco retailer license shall be \$379 per year pursuant to Resolution 12-288 adopting the Tobacco Retailer License Fee Schedule for Incorporated Areas of Santa Barbara County passed and approved by the County of Santa Barbara Board of Supervisors on December 11, 2012, subject to subsequent amendments by the County Board of Supervisors. The fee shall be paid to the licensing agent when a tobacco retailer license application is submitted.
- B. Renewal. Renewal fees, paid to the licensing agent, are due the first business day after the date of expiration of a tobacco retailer license. A tobacco retailer will be allowed a thirty day grace period to pay the renewal fee if the renewal fee has not been paid by the end of the grace period, a penalty of fifty percent of the renewal fee shall be added to the renewal fee. If the renewal fee and any applicable late penalty are not paid within ninety days after the date of expiration of a tobacco retailer license, then the licensing agent shall automatically revoke the license. Thereafter, if the licensee desires to resume tobacco retailing, a new license application must be submitted to the licensing agent in accordance with Section ~~8.52.140~~ 8.52.160, along with the license fee and late penalty

~~8.52.180~~ 8.52.200 Tobacco Retailer Licenses Are Nontransferable

- A. A tobacco retailer license is nontransferable. If a person to whom a tobacco retailer license has been issued, changes the business location or sells the business, then that person must obtain a new license prior to acting as a tobacco retailer at the new location, or the buyer of the business must obtain a license in the buyer's name before acting as a tobacco retailer.

B. Prior violations at a location shall continue to be counted against a location and license suspension periods shall continue to apply to a location unless:

1. The location is being or has been fully transferred to a new owner; and
2. The new owner(s) provide the licensing agent with clear and convincing evidence that the new owner(s) is acquiring or has acquired the location in an arm's length transaction.

8.52.190 8.52.210 License Conveys a Limited Conditional Privilege

Nothing in this chapter shall be construed to grant any person obtaining and maintaining a tobacco retailer's license any status or right other than the limited conditional privilege to act as a tobacco retailer at the location in the City of Carpinteria identified on the face of the license. For example, nothing in this chapter shall be construed to render inapplicable, supersede, or apply in lieu of, any other provision of applicable law, including but not limited to, any provision of this code, or any condition or limitation on smoking in an enclosed place of employment pursuant to California Labor Code Section 6404.5. Obtaining a tobacco retailer license does not make the retailer a "retailer wholesale tobacco shop" for the purposes of California Labor Code Section 6404.5.

8.52.200 8.52.220 Positive Identification Requirements for Sale of Tobacco Products and Tobacco Paraphernalia

No person engaged in tobacco retailing shall sell or transfer a tobacco product or tobacco paraphernalia to another person who appears to be under the age of twenty-one~~seven~~, without first examining the identification of the recipient to confirm that the recipient is at least the minimum age under state law to purchase and possess tobacco products or tobacco paraphernalia.

8.52.240 8.52.230 Minimum Age for Persons Selling Tobacco Products and Tobacco Paraphernalia

No person who is younger than the minimum age established by state law for the purchase or possession of tobacco products or tobacco paraphernalia shall engage in tobacco retailing.

8.52.220 8.52.240 False and Misleading Advertising Prohibited

A tobacco retailer without a valid tobacco retailer license, including for example, a tobacco retailer license that has been suspended or revoked, shall not display any advertisement promoting the sale or distribution of tobacco products or tobacco paraphernalia at the tobacco retailer's location and shall keep all such products out of public view.

8.52.230 8.52.250 Compliance Monitoring

- A. Compliance with the tobacco retailer license provisions of this chapter shall be primarily enforced by the Santa Barbara County Sheriff, in conjunction with the Public Health Department. However, any peace officer may enforce the penal provisions of this chapter.

- B. The Sheriff will check the compliance of each tobacco retailer one to three times per twelve-month period. However, the Sheriff may check the compliance of a tobacco retailer more or less often, depending on a tobacco retailer's compliance history. Nothing in this paragraph shall create a right of action for any tobacco retailer or other person, against the city, county or its agents.

~~8.52.240~~ 8.52.260 Revocation or Suspension of Tobacco Retailer License and Appeals

A. Grounds for Revocation or Suspension.

1. A tobacco retailer license shall be revoked if the Public Health Department finds that one or more of the basis for denial of a license under Section ~~8.52.150-8.52.170~~ of this chapter exists. The revocation shall be without prejudice to the filing of a new application for a license following correction of the conditions that required revocation of the license.
2. A tobacco retailer license shall be suspended under this section if the Public Health Department finds that the licensee or his or her agent or employee has violated any federal, state or local law governing the sale, distribution, advertisement or display of tobacco, tobacco products or tobacco paraphernalia, including, but not limited to: Penal Code Section 308a, Business and Professions Code Sections 22950 et seq. (Stop Tobacco Access to Kids Enforcement Act "STAKE Act") or Sections ~~8.52.260~~ 8.52.280, ~~8.52.270-8.52.290~~ and ~~8.52.280-8.52.300~~ of this code, or Business and Professions Code Section 25612.5(c)(7).
3. The Public Health Department shall give notice of revocation or suspension to a licensee by personal service or by certified mail return receipt requested, addressed to where the license was issued. The notice of revocation or suspension shall be effective when notice is personally served, or when the certified mail return receipt is returned to the Public Health Department. If the licensee fails to file a timely appeal of the suspension or revocation pursuant to this section, the notice of suspension or revocation shall be final, subject only to judicial review.

B. Suspension of Tobacco Retailer License. If the Public Health Department finds that there are grounds for suspension of a tobacco retailer license, the following sanctions shall be imposed:

1. Upon a first finding by the Public Health Department of a violation of this chapter by a licensee or by any agent or employee of a licensee within any five-year period, the license shall be suspended for thirty days.
2. Upon the second finding by the Public Health Department of a violation of this chapter by a licensee or by any agent or employee of a licensee within any

five-year period, the license shall be suspended for ninety days.

3. Upon the third or subsequent finding by the Public Health Department of a violation of this chapter by a licensee or by any agent or employee of a licensee within any five-year period, the license shall be suspended for twelve months. However, if the licensee is operating within one thousand feet of a school pursuant to ~~Section 8.52.130~~ 8.52.150 of this chapter, upon the third finding by the Public Health Department of a violation by a licensee or by any agent or employee of a licensee within any five-year period the tobacco retailer license may be permanently revoked by the City Council at a public hearing.
- C. Appeal of Denial, Revocation and/or Suspension. The decision of the licensing agent to deny the issuance of a tobacco retailer license or the decision of the Public Health Department to revoke or suspend a license can be appealed to the health officer or his/her designee. All appeals must be in writing and filed with the health officer, Santa Barbara County Public Health Department, 300 North San Antonio Road, Santa Barbara, CA 93110-1316 within ten days of receipt of notice of denial, or within ten days of the effective date of the notice of revocation or suspension of a tobacco retailer license. The health officer shall set an appeal hearing at the earliest practicable time and shall give written notice of the hearing to the parties at least ten days before the date of the hearing. At the hearing any relevant evidence shall be admitted. Within a reasonable time after the conclusion of the hearing, the health officer shall make a written decision. An appeal shall stay all proceedings until the appeal is resolved. Any decision rendered by the health officer shall be a final administrative decision.
- D. Settlement in Lieu of Appeal Hearing. For a first or second alleged violation of this chapter within any five—year period, the health officer or his designee may engage in settlement negotiations and may enter into a settlement agreement with a tobacco retailer alleged to have violated this chapter, provided that a timely appeal has been filed. Settlements shall not be confidential.
1. After a first alleged violation, any settlement must contain the following minimum terms:
 - a. Suspension of the tobacco retailer license for at least fifteen days;
 - b. A settlement payment to the public health department of at least one thousand dollars; and
 - c. An admission by the licensee that the violation occurred and a stipulation that the violation will be counted when considering what penalty will be assessed for any future violations.
 2. After a second alleged violation, any settlement must contain the following

minimum terms:

- a. Suspension of the tobacco retailer license for at least forty-five days;
- b. A settlement payment to the public health department of at least five thousand dollars; and
- c. An admission by the licensee that the violation occurred and a stipulation that the violation will be counted when considering what penalty will be assessed for any future violations.

8.52.250 8.52.270 Minors—Posting of signs

Any person, business, tobacco retailer, or owner, manager or operator of any establishment that sells tobacco products shall post plainly visible signs at the point of purchase of tobacco products which state:

~~“SALE OF TOBACCO PRODUCTS TO PERSONS UNDER EIGHTEEN YEARS OF AGE IS PROHIBITED BY LAW. PHOTO I.D. REQUIRED”~~

“The Sale of Tobacco Products to Persons Under 21 Years of Age is Prohibited by Law and Subject to Penalties. To Report an Unlawful Tobacco Sale, Call 1-800-5 ASK-4-ID. Valid identification may be required.”

Signs must meet the requirements of state law under California Business and Professions Code section 22952. The letters of said signs must be at least one-half inch high readable by the consumer and must not be altered, covered, or obliterated in whole or in part.

8.52.260 8.52.280 Sale and distribution of tobacco products

It is unlawful for any person, business or tobacco retailer to sell, permit to be sold, offer for sale or display for purposes of sale by means of self-service displays or by any means other than vendor-assisted sales, any tobacco products other than cartons of cigarettes, multi-container packages of smokeless tobacco and cigars and pipe tobacco. Cartons of cigarettes, multi-container packages of smokeless tobacco, and cigars and pipe tobacco may be sold by means of self-service merchandising only when these products are under direct surveillance of a store employee. Tobacco products shall be deemed to be under direct surveillance of an employee only if the tobacco products themselves (and not just the racks, shelves, kiosks, etc., where the products are displayed) are in plain view of the store employee.

8.52.270 8.52.290 Vending machines.

No person, business, tobacco retailer or other establishment located within the city shall locate, install, keep, maintain or use, or permit the location, installation, keeping, maintenance, or use of, on his, her or its premises any vending machine for the purpose of selling or distributing any tobacco product. ~~Any tobacco vending machine in use on the effective date of the ordinance codified in this chapter shall be removed within thirty~~

~~days after the effective date of the ordinance codified in this chapter.~~ This provision shall not apply to vending machines which are located in bars, provided that such vending machines in bars must be located at least twenty-five (25) feet from any entry into the bar.

~~8.52.280~~ 8.52.300 Out-of-package sales.

No person, business, tobacco retailer or other establishment shall sell or offer for sale cigarettes or other tobacco or smoking products not in the original packaging provided by the manufacturer and with all required health warnings.

~~8.52.290~~ 8.52.310 Enforcement.

The code compliance officer, ~~or any peace officer in cooperation with the county health officer of the County of Santa Barbara,~~ shall may enforce and implement the provisions of this chapter, ~~the provisions of CMC 4.24.021 and the provisions of Labor Code Section 6404.5.~~

~~8.52.300~~ 8.52.320 Citizen complaints.

Any citizen who desires to register a complaint under the provisions of this chapter may request the code compliance officer to initiate enforcement. However, for complaints regarding violations of Section 8.52.080 (Smoking Prohibited in Multi-Unit Residences), the sole remedy shall be as described in Sections 8.52.080(C) and (E).

~~8.52.310~~ 8.52.330 Violation—Premises.

It shall be unlawful for any person who owns, manages or operates any premises subject to regulations ~~under the provisions of this chapter~~ to fail to comply with its provisions. No person shall cause, permit, aid, abet or conceal a violation of any provision of this chapter.

~~8.52.320~~ 8.52.340 Violation—Individuals.

It shall be unlawful for any person to smoke in any area where smoking is prohibited by the provisions of this chapter.

~~8.52.330~~ 8.52.350 Violation—Penalty.

In addition to any other remedy available at law, violation of any provision of this chapter shall be subject to Chapter 1.06 (Administrative Remedies) and Chapter 1.08 (Penalties) of the ~~Garpinteria Municipal~~ this Code. The remedies provided by this chapter are cumulative and in addition to any other remedies available at law or in equity.

~~8.52.340~~ 8.52.360 Separate offense.

A separate offense is committed for each and every day, or part of a day, during which any violation is caused, committed, continued or permitted. Each offense is punishable separately from every other offense

~~8.52.350~~ 8.52.370 Public education—Purposes of chapter.

The code compliance officer, in conjunction and coordination with the county health officer of the county of Santa Barbara and, where feasible, appropriate health or safety

oriented community-based organizations and coalitions, shall engage in a continuing program to explain and clarify the purposes of the provisions of the chapter to citizens affected by it, and to guide business owners, operators and managers in their compliance with it.

8.52.360 8.52.380 Governmental cooperation.

The city manager shall request all governmental and educational agencies which maintain an office within the city to establish local operating procedures to cooperate and comply with this chapter.

8.52.370 8.52.390 Other laws.

The provisions of this chapter shall not be interpreted or construed to permit smoking where it is otherwise restricted by other applicable laws. Further, it is not the intent of the provisions of this chapter to regulate smoking where such regulation has been preempted by the state.

SECTION 3. Severability.

This Chapter and the various sections thereof are severable. Should any part of this ordinance be declared by a court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portions of the Ordinance. The City Council hereby declared that it would have passed and adopted this Ordinance, and each and every provision hereof, irrespective of the fact that one or more provisions may be declared invalid.

SECTION 4. CEQA Exemption

The City Council finds the proposed ordinance amendment to be exempt from CEQA pursuant to State CEQA Guidelines Section 15060(c)(2) (activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project) as defined in Section 15378 of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

SECTION 5. Effective Date.

This ordinance shall take effect and be in force thirty (30) days from and after its passage.

PASSED, APPROVED AND ADOPTED this ____ day of _____, 2024 by the following vote:

AYES: COUNCILMEMBER(S):

NOES: COUNCILMEMBER(S):

ABSENT: COUNCILMEMBER(S):

ABSTAIN: COUNCILMEMBER(S):

Mayor, City of Carpinteria

ATTEST:

Brian C. Barrett, CMC, City Clerk
City of Carpinteria

I hereby certify that the foregoing Ordinance was duly and regularly introduced and adopted at a regular meeting of the City Council of the City of Carpinteria held _____, 2024

Brian C. Barrett, CMC, City Clerk
City of Carpinteria

APPROVED AS TO FORM:

Jena S. Acos, on behalf of Brownstein
Hyatt Farber Schreck, LLP acting as
City Attorney for the City of Carpinteria

Attachment B.

California Jurisdictions with 100% Smokefree
Multi-Unit Housing

Multi-Unit Residential Smoking Regulations
March 11, 2024 City Council



AMERICAN NONSMOKERS' RIGHTS FOUNDATION

U.S. Laws for 100% Smokefree Multi-Unit Housing

January 1, 2024

This list represents communities with laws that regulate smoking in **private units** of multi-unit housing.

As of January 1, **82 municipalities** have enacted a law at the city or county level that prohibits smoking in **100% of private units** of rental multi-unit housing properties. Of these municipalities, **75** have laws that prohibits smoking in **100% of private units** of both rental **and** owner-occupied multi-unit housing properties. The vast majority of the laws—70 municipalities—apply to properties with 2 or more units.

For public housing policies, see [U.S. Public Housing Authority Policies Restricting or Prohibiting Smoking](#).

See Definitions and Explanatory Notes starting on page 4.

Visit our smokefree multi-unit housing page at no-smoke.org/at-risk-places/homes/ for more information.

Municipalities with Laws for 100% Smokefree Multi-Unit Housing:

This table represents communities that have **municipal laws** at the city or county level that prohibit smoking in **100% of private units** of all specified types of multi-unit housing. These laws apply to both privately-owned and publicly-owned multi-unit residences, as well as all existing and future buildings, and do not permit current residents to continue smoking in the building (i.e. no “grandfather” clause). Most, but not all, municipal laws include condominiums and other owner-occupied properties.

Municipalities marked with # require multi-unit buildings to be 100% smokefree when the law is in full effect as of the listed Final Effective Date. Municipalities marked **Some** under “% of Units Currently Smokefree” will be 100% when the law is in full effect.

Municipality	State	% of Units Currently Smokefree	Final Effective Date	Minimum Number of Units	Includes Patio/Balcony	Includes Condos
1. Alameda	CA	100%	1/1/2013	2	Yes	Yes
2. Alameda County^	CA	100%	7/1/2022	2	Yes	Yes
3. Albany	CA	100%	3/24/2018	2	Yes	Yes
4. American Canyon	CA	100%	6/15/2023	2	Yes	Yes
5. Bell Gardens	CA	100%	6/1/2021	3	Yes	Yes
6. Belmont	CA	100%	1/8/2009	2	Yes	Yes
7. Belvedere	CA	100%	11/9/2017	2	Yes	Yes
8. Benicia	CA	100%	9/2/2020	2	Yes	Yes
9. Berkeley	CA	100%	5/1/2014	2	Yes	Yes
10. Beverly Hills	CA	100%	1/1/2019	2	Yes	Yes
11. Brisbane	CA	100%	6/3/2017	2	Yes	Yes
12. Buena Park	CA	Some	8/10/2023	2	Yes	Yes
13. Burlingame	CA	100%	2/13/2016	2	Yes	Yes
14. Clayton	CA	100%	5/1/2019	2	Yes	Yes
15. Compton	CA	100%	1/1/2013	3	Yes	Yes
16. Concord	CA	100%	1/1/2021	2	Yes	Yes
17. Contra Costa County^	CA	100%	7/1/2019	2	Yes	Yes

Municipality	State	% of Units Currently Smokefree	Final Effective Date	Minimum Number of Units	Includes Patio/ Balcony	Includes Condos
18. Corte Madera	CA	100%	6/17/2022	2	Yes	Yes
19. Cotati	CA	100%	1/1/2017	2	Yes	Yes
20. Crescent City	CA	100%	1/1/2022	2	Yes	Yes
21. Cudahy	CA	100%	1/3/2020	2	Yes	Yes
22. Culver City	CA	100%	5/26/2016	2	Yes	Yes
23. Cupertino	CA	100%	10/1/2021	2	Yes	Yes
24. Daly City	CA	100%	1/21/2014	2	Yes	No
25. Danville	CA	100%	5/1/2016	3	Yes	Yes
26. El Cerrito	CA	100%	10/1/2015	2	Yes	Yes
27. El Monte	CA	100%	8/19/2017	3	Yes	Yes
28. Emeryville	CA	100%	7/1/2019	2	N/S	Yes
29. Firebaugh	CA	100%	7/1/2019	2	Yes	Yes
30. Foster City	CA	100%	11/5/2015	N/S	Yes	Yes
31. Fresno	CA	100%	1/1/2022	2	No	No
32. Guadalupe	CA	100%	8/27/2020	2	Yes	Yes
33. Half Moon Bay	CA	100%	1/15/2020	2	Yes	Yes
34. Healdsburg	CA	100%	5/6/2020	2	N/S	Yes
35. Hercules	CA	100%	6/13/2020	10	Yes	Yes
36. Huntington Park	CA	100%	7/1/2013	2	Yes	Yes
37. Larkspur	CA	100%	9/17/2022	2	Yes	Yes
38. Los Gatos	CA	100%	6/25/2017	2	Yes	No
39. Manhattan Beach	CA	100%	5/5/2017	3	Yes	Yes
40. Marin County^	CA	100%	10/14/2021	2	Yes	Yes
41. Mill Valley	CA	100%	11/18/2016	2	Yes	Yes
42. Millbrae	CA	100%	1/1/2020	2	Yes	Yes
43. Milpitas	CA	100%	1/1/2022	2	Yes	Yes
44. Monte Sereno	CA	100%	10/1/2020	2	Yes	Yes
45. Moorpark	CA	100%	2/1/2019	2	Yes	No
46. Morro Bay	CA	100%	8/1/2020	2	Yes	Yes
47. Mountain View	CA	100%	1/1/2022	3	Yes	Yes
48. Novato	CA	100%	1/1/2018	2	Yes	Yes
49. Pacific Grove	CA	100%	10/1/2021	2	Yes	Yes
50. Pacifica	CA	100%	10/9/2020	2	Yes	Yes
51. Palo Alto	CA	100%	1/1/2018	2	Yes	Yes
52. Pasadena	CA	100%	1/1/2013	2	Yes	Yes
53. Petaluma	CA	100%	1/1/2014	2	Yes	Yes
54. Pinole	CA	100%	10/18/2019	2	Yes	Yes
55. Pleasanton	CA	100%	7/1/2022	2	Yes	No
56. Rancho Cordova	CA	100%	11/4/2021	2	N/S	Yes
57. Redwood City	CA	100%	1/1/2019	2	Yes	Yes
58. Richmond	CA	100%	1/1/2011	2	Yes	Yes
59. Rohnert Park	CA	100%	4/23/2018	2	Yes	Yes
60. Ross	CA	100%	2/9/2020	2	Yes	Yes
61. San Anselmo	CA	100%	1/8/2016	2	Yes	Yes
62. San Bruno	CA	100%	2/22/2018	2	Yes	Yes
63. San Carlos	CA	100%	7/8/2020	2	Yes	Yes
64. San Mateo	CA	100%	11/14/2015	2	Yes	Yes
65. San Mateo County^	CA	100%	2/4/2016	2	Yes	Yes

Municipality	State	% of Units Currently Smokefree	Final Effective Date	Minimum Number of Units	Includes Patio/ Balcony	Includes Condos
66. San Pablo	CA	100%	7/1/2021	2	Yes	No
67. San Rafael	CA	100%	11/14/2013	3	Yes	Yes
68. Santa Clara	CA	100%	8/1/2019	2	Yes	Yes
69. Santa Clara County^	CA	100%	2/9/2012	2	Yes	Yes
70. Santa Rosa	CA	100%	8/7/2016	2	Yes	Yes
71. Saratoga	CA	100%	9/16/2016	4	Yes	Yes
72. Sebastopol	CA	100%	11/2/2011	2	Yes	Yes
73. Sierra Madre#	CA	Some	10/1/2024	4	No	Yes
74. Sonoma	CA	100%	12/12/2016	2	Yes	Yes
75. Sonoma County^	CA	100%	1/12/2013	2	Yes	Yes
76. South San Francisco	CA	100%	11/9/2017	2	N/S	Yes
77. Sunnyvale	CA	100%	9/23/2016	2	Yes	Yes
78. Tiburon	CA	100%	10/16/2018	4	Yes	Yes
79. Union City	CA	100%	2/23/2012	2	Yes	No
80. Vallejo	CA	100%	9/21/2022	2	Yes	Yes
81. Walnut Creek	CA	100%	1/30/2014	2	Yes	Yes
82. Windsor	CA	100%	8/15/2017	2	Yes	Yes

^ = In California, county laws only cover unincorporated areas of the county, and do not cover cities in the county. Cities located within the county need to adopt their own local laws.

Municipalities with Laws that Partially Restrict Smoking in Multi-Unit Housing:

This table represents communities that have **municipal laws** at the city or county level that **restrict smoking in some private units** of multi-unit housing, but do not require multi-unit buildings to be 100% smokefree.

The trend is now for communities to adopt laws that require multi-unit properties to be 100% smokefree, as listed in the chart above. It is not recommended that communities adopt the types of partial laws represented in the chart below.

Municipalities marked **Some** under "All Units Currently Smokefree?" have some buildings that are required to be 100% smokefree. Often, these laws prohibit smoking in all newly occupied buildings or newly leased units, but either do not address smoking in existing buildings or only apply to a certain percent of units in existing buildings.

Municipalities marked **No** under "All Units Currently Smokefree?" have no buildings required to be 100% smokefree now or in the future. These laws may apply to only a certain percent of units in existing and future buildings, or permit current residents to continue smoking in the building indefinitely (a "grandfather" clause).

Additionally, communities not represented on this list may have local laws that do not address smoking in private units, but restrict smoking in multi-unit housing to a lesser extent, such as by prohibiting smoking in indoor common areas or only on patios and balconies.

Municipality	State	All Units Currently Smokefree?	Min. % of Units Currently Smokefree	Initial Effective Date	Final Effective Date	Min. # of Units	Includes Condos
1. Baldwin Park	CA	Some	100% new/ 80% existing	6/21/2012	12/2/2014	2	Yes

Municipality	State	All Units Currently Smokefree?	Min. % of Units Currently Smokefree	Initial Effective Date	Final Effective Date	Min. # of Units	Includes Condos
2. Burbank	CA	No	N/S	5/1/2011	5/1/2011	N/S	Yes
3. Calabasas	CA	No	80%	1/1/2012	Not Specified	2	No
4. Dublin	CA	No	75%	1/1/2011	1/1/2013	16	N/S
5. Fairfax	CA	No	75%	9/1/2012	9/1/2012	4	N/S
6. Fremont	CA	Some	100% new/ 0% existing	2/1/2017	Not Specified	2	Yes
7. Glendale	CA	Some	100% new/ 0% existing	6/27/2013	Not Specified	2	Yes
8. Jurupa Valley	CA	Some	100% new/ designated existing units	3/6/2021	Not Specified	3	No
9. Lafayette	CA	Some	100% new/ 0% existing	2/10/2014	Not Specified	3	Yes
10. Loma Linda	CA	No	70%	1/1/2012	Not Specified	2	No
11. Oakley	CA	No	100% new/ 0% existing	3/13/2014	4/1/2014	2	Yes
12. Pleasant Hill	CA	Some	100% new/ 50% existing	5/5/2010	Not Specified	4	No
13. Riverside	CA	No	100% new/ 0% existing	7/28/2022	7/28/2022	2	No
14. Santa Monica	CA	Some	100% new/ designated existing units	5/21/2013	Not Specified	N/S	Yes
15. Sausalito	CA	Some	100% new/ 80% existing	8/30/2012	Not Specified	2	Yes
16. South Pasadena	CA	Some	100% new/ 80% existing	3/3/2011	Not Specified	2	Yes
17. Temecula	CA	No	25%	12/7/2007	6/7/2012	10	N/S
18. West Hollywood	CA	Some	100% new/ 0% existing	5/19/2021	7/15/2021	3	Yes

Definitions and Explanatory Notes:

Communities on the two charts of municipal laws adopted a municipal ordinance to regulate smoking in all (first chart) or some (second chart) types of multi-unit housing.

= Law requires multi-unit buildings to be 100% smokefree when the law is fully in effect on the stated Final Effective Date, but currently the law provides partial coverage.

^ = In California, county laws only cover unincorporated areas of the county, and do not cover cities in the county. Cities located within the county need to adopt their own local laws.

Minimum Percent of Units Currently Smokefree:

The percent of specified multi-unit housing that is currently required to be smokefree:

100%: All units in specified multi-unit housing must be smokefree.

Another stated %: The stated percent of units in specified multi-unit housing must be smokefree.

N/S = Not Specified: The law does not specify the percent of units currently required to be smokefree or the percent of units currently required to be smokefree cannot be determined by how the law is written, such as: applying only to new multi-unit buildings but not to existing multi-unit buildings or designating a certain percentage of units as nonsmoking or limiting smoking to certain buildings or permitting current residents to continue to smoke indefinitely.

Initial Effective Date:

The date when some multi-unit housing must be 100% smokefree. For example, Baldwin Park, CA (marked as Some for *All Units Currently Smokefree*) requires that all newly occupied buildings must be 100% smokefree as of 6/21/2012, which is the Initial Effective Date. Baldwin Park also requires that at least 80% of units in all existing buildings be smokefree. Because existing buildings may never be fully smokefree, the Final Effective Date is "Not Specified."

Final Effective Date:

For communities marked as Yes or Some for All Units Currently Smokefree, the Final Effective Date is when all buildings must be 100% smokefree. For communities marked as No for All Units Currently Smokefree, the Final Effective Date is when the strongest provisions of the law goes into effect.

Not Specified:

The law does not specify when all multi-unit buildings must be completely smokefree, due to provisions such as: law permits current residents to continue smoking indefinitely *or* law applies only to newly constructed buildings *or* law applies only to a certain percent of existing units.

ANR Foundation is actively collecting additional laws. **If you know of local laws that you think should be included on the list**, or want to inquire about additional information on particular laws, please contact the ANR Foundation at info@no-smoke.org or 510-841-3032.

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[LS-41]

Attachment C.

Laws Applied by Other Jurisdictions

Multi-Unit Residential Smoking Regulations
March 11, 2024 City Council

Laws applied by other jurisdictions regarding smoking in multi-unit residences.

Updated January 2, 2024

Text has been excerpted.

Compton - In every multi-unit residence, 100% of the units (including private outdoor spaces associated with such units, such as balconies, patios and decks), shall be nonsmoking units. Smoking is also prohibited in unenclosed common areas of multi-unit residences. Every lease or other agreement for the occupancy of a unit in a multi-unit residence shall include: A clause stating that smoking is prohibited in the unit; Enforcement of this chapter shall be the responsibility of the City Manager or his or her designee. In addition, any peace officer or code enforcement official also may enforce this section. Cannabis smoke is included in the definition of "smoking." *City of Compton Municipal Code Chapter 7-28.*

Culver City - All new units of a multi-unit residence, including any associated exclusive-use enclosed areas or unenclosed areas, such as, for example, a private balcony, porch, deck, or patio, are designated nonsmoking units. All existing units of a rental complex, including any associated exclusive-use enclosed areas or unenclosed areas, such as, for example, a private balcony, porch, deck, or patio, are hereby designated nonsmoking units as of May 26, 2016. Every lease or other rental agreement for the occupancy of a unit in a rental complex, including new units and existing units, entered into, renewed, or continued month-to-month after November 26, 2014, shall include the provisions set forth in Section 9.11.235. B below on the earliest possible date such lease or other rental agreement may be amended in accordance with applicable law, including providing the minimum legal notice. Penalties And Enforcement. A violation of this chapter is subject to a civil action brought by the City Attorney, punishable by a civil fine of not less than \$100, and not exceeding \$1,000, per violation. The definition of "smoke" includes cannabis smoke, but specifically excludes vapors from electronic smoking devices. *Culver City Municipal Code Chapter 9.11.200, et seq.*

Daly City – Smoking shall be prohibited in multi-unit residence common areas (except that a landlord may designate a portion of the outdoor area a smoking area per listed specifications) and in individual units of multi-unit residences, if such units share at least one common floor or ceiling with another such unit. For legal occupants on the effective date of this chapter, lease or rental agreement renewals for the occupancy of a unit in a multi-unit residence in which smoking is prohibited shall include, among other notifications, a clause stating that smoking is prohibited in the unit. Penalties and enforcement. Each violation of this chapter by a person because of the person's smoking is an infraction subject to a one hundred dollar fine. Other violations of this chapter constitute misdemeanors punishable as provided in Section 1-8 of the Daly City Municipal Code or may, in the discretion of the city attorney, be prosecuted as infractions if the interests of justice so require. Any peace officer or code enforcement official may enforce this chapter. Notwithstanding any other provision of this chapter, smoking marijuana for medical purposes as permitted by California Health and Safety Code Section 11362.7 et seq. in any unit of a multi-unit residence is not prohibited by this chapter. Notwithstanding the foregoing, such use of marijuana may be prohibited by other provisions of this Code, state law, or federal law. *Daly City Code of Ordinances Chapter 8.36.*

Half Moon Bay – It shall be unlawful to smoke in individual units in multi-unit residences and common areas of multi-unit residences. All new leases and lease renewals for multi-unit residences shall include a clause prohibiting smoking in all areas of the complex, including inside individual units and on private balconies or patios, but excepting designated smoking areas. Notwithstanding any other provisions of this chapter, use of an electronic smoking device in a multifamily residence by a qualified medical cannabis patient as defined in California Health and Safety Code Section 11362.7 et seq. is not prohibited by this

chapter. Notwithstanding the foregoing, such use of marijuana may be prohibited or regulated by other provisions of this code, state law, or federal law. *Half Moon Bay Municipal Code Title 7 Chapter 7.50.*

Healdsburg - Except as otherwise provided, smoking shall be prohibited in all enclosed public places and multi-unit dwellings within the City of Healdsburg, including, but not limited to, lobbies, hallways, and other common areas in apartment buildings, condominiums, retirement facilities, nursing homes and other multiple-unit residential facilities. A person with legal control over a multi-unit building common area, such as a landlord, property manager or homeowners' association, may designate a portion of the multi-unit building common area as a smoking area; provided, that distance requirements to entrances, exits, open windows, or ventilation intake systems of a multi-unit building are met and are compliant with the criteria set out in subsection (B)(1) of this section. Enforcement. Enforcement of this chapter shall be implemented by the City of Healdsburg. Any person who violates any provision of this chapter shall be guilty of an infraction and subject to a fine not to exceed \$100.00 for a first violation, and a fine not to exceed \$200.00 for a second violation within 12 months. A third, and any subsequent, violation of any provision of this chapter within 12 months may be punished as a misdemeanor. As an alternative to the monetary fine described herein, any person who violates any provision of this chapter may be ordered by a court of competent jurisdiction to perform community service. The definition of "smoking" includes cannabis smoke. *Healdsburg Municipal Code Chapter 8.24.*

Los Gatos – Smoking is prohibited in new and existing units of multi-unit residences, and in enclosed and unenclosed common areas. Every lease or other rental agreement for the occupancy of a new unit or existing unit in a multi-unit residence entered into, renewed, or continued month-to-month shall include, among other items, a clause providing that it is a material breach of the agreement for the tenant, or any other person subject to the control of the tenant or present by invitation or permission of the tenant, to: (i) Smoke or use an electronic smoking device in any common area of the property other than a designated smoking area; (ii) Smoke in a new unit; (iii) Smoke in an existing unit starting twelve (12) months after the effective date of this ordinance; or (iv) Violate any law regulating smoking or use of electronic smoking device anywhere on the property. The definition of "smoking" included cannabis, even if medically indicated and/or permitted. *Los Gatos Code of ordinances Chapter 18 Article VI.*

Morro Bay - Except as otherwise provided by this chapter or by state or federal law, smoking shall be prohibited everywhere in the city, including but not limited to units in multi-unit residences and common areas of multi-unit residences. Every lease or other agreement (collectively, "lease") for the occupancy of a unit in a multi-unit residence, entered into, renewed, or continued month-to-month, effective on or after August 1, 2020, shall include, among other items, a clause stating that smoking is prohibited in the unit, including exclusive-use areas such as balconies, porches, or patios. Enforcement and penalties. Any violation of the provisions of this chapter is punishable as a misdemeanor or an infraction, at the discretion of the city prosecutor, pursuant to Chapter 1.16 of the Morro Bay City Code; and, any violation of the provisions of this chapter is subject to administrative citation, at the discretion of the city, pursuant to Chapter 1.03 of the Morro Bay City Code. The definition of "smoking" includes cannabis smoke. *Morro Bay Code of Ordinances Chapter 9.24.*

Manhattan Beach - As of May 5, 2017, smoking in a multi-unit residence, including but not limited to all units and common areas, is prohibited and a violation of this chapter. Prior to the effective date of a new lease, or of an amendment that extends the term, a landlord shall provide each tenant and prospective tenant in a rental complex with: 1) A written notice clearly stating that as of May 5, 2017, smoking is prohibited in the rental complex, including but not limited to within the unit and all common areas; and 2) A

copy of this chapter. Penalties and enforcement. Except as otherwise provided in Section 4.117.070(B) below, a violation of this chapter is not a misdemeanor or an infraction. The enforcement of this chapter shall be by the private parties involved. The definition of "smoke" includes cannabis smoke. *Manhattan Beach Code of Ordinances Chapter 4.117.*

Novato - Smoking and the use of tobacco products are prohibited in enclosed multi-unit residences and common areas, and unenclosed common areas of multi-unit residences, provided, however, that a person with legal control over a common area may designate a portion of the unenclosed area of the common area as a designated smoking area if the area meets specified criteria. Every lease or other rental agreement governed by subsection a. above shall be amended or prepared to include the following provisions: 1. A clause providing that as of the commencement date of the agreement, it is a material breach of the agreement to allow or engage in smoking in the unit. Such a clause might state, "It is a material breach of this agreement for tenant or any other person subject to the control of the tenant or present by invitation or permission of the tenant to engage in smoking in the unit." Penalties and Enforcement. Each incident of smoking or use of tobacco products or other conduct in violation of this section shall be punishable pursuant to section 1-5 of this Code. In addition, any peace officer or code enforcement official also may enforce this section. Violations of this section are subject to a civil action brought by the City of Novato, punishable by a civil fine not less than two hundred fifty dollars (\$250.00) and not exceeding one thousand dollars (\$1,000.00) per violation. The definition of "smoke" includes cannabis smoke. *Novato Code of Ordinances Chapter VII Section 7-3.*

Redwood City - Smoking is prohibited in all units in a multi-unit residence, including any associated exclusive-use enclosed areas or unenclosed areas, such as, for example, a private balcony, porch, deck, or patio. Smoking in a new unit in a multi-unit residence on or after January 1, 2018, or in an existing unit on or after January 1, 2019, is a violation of this article. Every lease or other rental agreement for the occupancy of an existing unit in a multi-unit residence entered into, amended, renewed or continued month-to-month after January 1, 2018 shall include the following provisions. A clause providing that as of January 1, 2019 smoking is prohibited in the existing unit, including exclusive-use areas such as balconies, porches, or patios, and in any common area other than a designated smoking area; Every instance of smoking in violation of this article is an infraction punishable as provided in Section 1.7. Other violations of this article may be prosecuted as infractions or misdemeanors when the interests of justice so require. Any peace officer or code enforcement official may enforce this chapter. The prohibitions on smoking in multi-unit residences found in this article expressly apply to the smoking of cannabis. *Redwood City Code Chapter 15 Article V.*

City of Santa Clara – Smoking is prohibited and no person shall smoke inside any new or existing unit of a multiunit residence, in any enclosed or unenclosed common area of a multiunit residence, or within a reasonable distance of any operable doorway, window, opening, or vent of a multiunit residence. A person with legal control over a common area, or authorized representative, may designate a portion of the common area as a designated smoking area; provided, that at all times the designated smoking area complies with subsection (c) of this section. Every lease or other rental agreement for the occupancy of a new or existing unit in a multiunit residence entered into, renewed, or continued month-to-month after the effective date of the ordinance codified in this chapter shall include the following: (1) A true and correct copy of the full text of this chapter. (2) A description of and/or image depicting the location(s) of any designated smoking area(s) on the property, if any. (3) A clause expressly conveying third-party beneficiary status to all occupants of residences or residence units within reasonable distance, as to the smoking provisions of the lease or other rental agreement, such that an aggrieved third-party beneficiary may

institute a private civil action as against violator(s) to enforce the provisions of this chapter. It shall be unlawful for persons to smoke cannabis wherever the smoking of tobacco is prohibited under this chapter and/or State law. *Santa Clara City Code Chapter 8.35.*

Sunnyvale - Beginning September 23, 2016, smoking is prohibited and no person shall smoke in any new or existing unit of a multi-unit residence, in any enclosed or unenclosed common area of a multi-unit residence, or within a reasonable distance of any operable doorway, window, opening, or vent of a multi-unit residence, except in a designated smoking area as provided in this section. Every lease or other rental agreement for the occupancy of a new or existing unit in a multi-unit residence entered into, renewed, or continued month-to-month after the effective date of this ordinance shall include the following: A clause providing that as of September 23, 2016, it is a material breach of the agreement to allow or engage in smoking in the unit, including exclusive-use areas such as balconies, porches, or patios. Such a clause might state, "It is a material breach of this agreement for tenant or any other person subject to the control of the tenant or present by invitation or permission of the tenant to engage in smoking in the unit or exclusive use areas such as balconies, porches, or patios as of September 23, 2016." Enforcement: Violations of this article may be subject to a civil action brought by the city, punishable by a fine of not less than two hundred fifty dollars and not exceeding one thousand dollars per violation. The definition of "smoke" includes cannabis smoke. *City of Sunnyvale Code of Ordinances Chapter 9.28.*

Walnut Creek - smoking is prohibited in the enclosed common areas and units within all multi-unit residences, and unenclosed common areas of all multi-unit residences; provided, however, that a person with legal control over a common area may designate a portion of the unenclosed area of the common area as a designated smoking area if the area meets all of the specified criteria. With respect to each multi-unit residence, the owner, in cases where the units may not be sold individually, or the person responsible for maintenance of the common area, in cases where the units may be sold individually, shall: (1) within thirty (30) days of the effective date of this section, notify the occupants and owners of units in writing by mail or delivery to the unit of the prohibitions imposed. In addition to those requirements, the signage shall indicate that smoking is prohibited within units in the multi-unit residence and within the common area. Penalties and Enforcement. Each incident of smoking in violation of this chapter is an infraction subject to a one hundred dollar (\$100.00) fine or otherwise punishable pursuant to Section 1-2.01. Other violations of this chapter may, in the discretion of the City Attorney, be prosecuted as infractions or misdemeanors when the interests of justice so require. Enforcement of this chapter shall be the responsibility of the City Manager or his or her designee. In addition, any peace officer or code enforcement official also may enforce this chapter. The definition of "smoke" includes cannabis smoke, however, any vapor produced during vaporization of marijuana for medical purposes in a multifamily unit residence is not included within this definition. *Walnut Creek Municipal Code Title 5 Chapter 4.*



City of Carpinteria

COUNCIL AGENDA STAFF REPORT March 11, 2024

ITEM FOR COUNCIL CONSIDERATION

Adopt Resolution No. 6292, Approving the Measure A Five-Year Local Program of Projects for Fiscal Years 2024-25 through 2028-29.

STAFF RECOMMENDATION

1. Adopt Resolution No. 6292, approving the Measure A Five-Year Local Program of Projects for Fiscal Years 2024-25 through 2028-29.
2. Authorize the Public Works Director to submit the Measure A Five-Year Local Program of Projects to the Santa Barbara County Association of Governments.

Sample Motion: I move to adopt Resolution No. 6292, as read by title only, approving the Measure A Five-Year Local Program of Projects and authorizing submittal by the Public Works Director to the Santa Barbara County Association of Governments.

BACKGROUND

In 1989, voters in Santa Barbara County approved Measure D for a one-half percent sales tax to be used for transportation programs and projects. In November 2008, voters in Santa Barbara County approved Measure A that extended the one-half percent sales tax for 30 years. Measure A contains a strategic spending plan that includes regional projects as well as local programs and projects funded by monthly allocations to each local agency. Measure A requires each local agency to annually prepare a Measure A Five-Year Local Program of Projects for submittal to the Santa Barbara County Association of Governments (SBCAG).

The purpose of this agenda matter is to allow the City Council to consider and approve the Measure A Five-Year Local Program of Projects for submittal to SBCAG.

DISCUSSION

The Measure A Program (Measure A) is administered by SBCAG, of which the City of Carpinteria is a member agency (Mayor Clark represents the City on the SBCAG Board of Directors). Pursuant to the Measure A rules, the City's Measure A Five-Year Local

Program of Projects (Program) must be presented in a public hearing and adopted by resolution prior to its submittal to SBCAG. Measure A funds may only be spent on qualifying programs and projects that are described in the Program.

Measure A also requires a Maintenance of Effort (MOE) expenditure by the local agencies. The MOE expenditure, calculated and updated by SBCAG on an annual basis, requires each local agency to match Measure A expenditures with other discretionary non-Measure A funds for transportation programs and projects. To meet this requirement and receive Measure A funds, the City must spend at least \$171,877 from discretionary non-Measure A sources of funds to match the FY23-24 MOE. The match expense is allocated from the Measure X Fund as the discretionary, non-Measure A source of funds. The City's current fiscal year budget, approved by the City Council in June of 2023, ensures that the Measure A match requirement will be met.

Measure A also requires a minimum percentage of each local agency's allocation of Local Street and Transportation funds to be spent on eligible Alternative Transportation projects. The City's required minimum percentage for Alternative Transportation is 10%. This percentage is a cumulative calculation and must be met or exceeded by the fifth year of the Program and every fifth year thereafter. Fiscal Year 2023-24 is the fourth program year in the current five-year period. The Alternative Transportation requirements are tracked annually through an audit process.

The City's audited Alternative Transportation spending through the first five years of the Program (Fiscal Year 2010-11 through Fiscal Year 2014-15) was 28.11% of the City's total Local Street and Transportation funds allocation. The City's audited Alternative Transportation spending through the second five-year period (Fiscal Year 2015-16 through Fiscal Year 2019-20) was 14.94% of the City's total Local Street and Transportation funds allocation.

Staff anticipates exceeding the minimum 10% Alternative Transportation spending requirement for the current five-year Program period. Staff estimates current Alternative Transportation spending to be approximately 21% of the City's total allocation through Fiscal Year 2022-23. Staff also anticipates the following alternative transportation projects would increase the City's Alternative Transportation percentage within the next fiscal year:

1. Franklin Creek Trail Improvement Project (project includes accessible surfacing, safety fencing, and adjacent accessibility improvements to and from Aliso Elementary School along Franklin Creek Trail between Carpinteria Avenue and Seventh Street and Ninth Street between Franklin Creek Trail and Holly Avenue).
2. Citywide sidewalk maintenance.

With the adoption of Resolution No. 6292, the Program would allocate Measure A funds to the City's Street Maintenance and Capital Improvements Programs. Measure A funds pay for both staff and consultant/contractor costs associated with qualifying maintenance and capital project work. Attachment A to this Staff Report is the proposed Program.

Capital projects consist of projects included in the Capital Improvements Program as well as projects that are considered capital maintenance. Capital maintenance projects are developed by the Public Works Department to address heavy maintenance needs such as curb, gutter, and sidewalk repairs and pavement maintenance. These projects are typically included in the annual Public Works Department's budget. Local public transit and alternative transportation projects are also qualifying expenditures for allocations under the Measure A program.

The table below shows the past years total annual Measure D/Measure A revenues to the City, including annual Allocations and Grants, City expenditures for public transit services (i.e., Santa Barbara Metropolitan Transit District [SBMTD] Seaside Shuttle, Easy Lift, and Help of Carpinteria), and the net revenue available annually for City maintenance and operations. Under the Measure D Program, the City received Measure D fund allocations and then expended Measure D money on the SBMTD Seaside Shuttle. Under the Measure A Program, SBMTD receives a direct allocation from Measure A. The last column of the table reflects the net Measure D/Measure A allocations after expending money on the SBMTD Seaside Shuttle, Easy Lift, and Help of Carpinteria expenses; and Measure A grant monies received by the City. This is the amount available to address the Program and grant projects.

Fiscal Year	Measure D Allocation	Measure A Allocation	SBMTD Seaside Shuttle	Easy Lift	Help of Carpinteria	Measure A Grant Programs	Net
04/05	\$748,764	\$0	\$54,802	\$12,612	\$5,000	\$0	\$676,350
05/06	\$815,976	\$0	\$56,173	\$12,612	\$5,000	\$0	\$742,191
06/07	\$748,857	\$0	\$57,577	\$12,612	\$5,000	\$0	\$673,668
07/08	\$787,107	\$0	\$59,016	\$12,612	\$5,000	\$0	\$710,479
08/09	\$709,093	\$0	\$85,751	\$12,612	\$5,000	\$0	\$605,730
09/10	\$717,435	\$0	\$64,527	\$12,612	\$5,000	\$0	\$635,296
10/11	\$0	\$633,709	\$0	\$17,000	\$0	\$0	\$616,709
11/12	\$0	\$800,356	\$0	\$12,000	\$5,000	\$541,150	\$1,324,506
12/13	\$0	\$648,772	\$0	\$12,000	\$5,000	\$263,623	\$895,395
13/14	\$0	\$624,459	\$0	\$12,000	\$5,000	\$0	\$607,459
14/15	\$0	\$725,334	\$0	\$12,000	\$5,000	\$0	\$708,334
15/16	\$0	\$748,818	\$0	\$12,000	\$5,000	\$447,044	\$1,178,862
16/17	\$0	\$757,998	\$0	\$12,000	\$10,000	\$0	\$735,998
17/18	\$0	\$910,479	\$0	\$12,000	\$5,429	\$0	\$893,050
18/19	\$0	\$772,022	\$0	\$12,000	\$5,429	\$0	\$754,593
19/20	\$0	\$855,187	\$0	\$12,000	\$5,530	\$85,938	\$923,595
20/21	\$0	\$904,394	\$0	\$12,000	\$5,430	\$0	\$886,964
21/22	\$0	\$801,800	\$0	\$12,000	\$5,430	\$275,188	\$1,059,558
22/23	\$0	\$1,013,269	\$0	\$12,000	\$5,429	\$0	\$995,840
23/24	\$0	\$1,025,975	\$0	\$12,000	\$5,430	\$0	\$1,008,545

Note: All amounts shown in table are actuals. FY 2017-2018 actual Measure A revenue of \$910,479 is an anomaly due to a change in accounting accruals to record revenues earned in that fiscal year as compared with prior years.

Measure A also provides for competitive alternative transportation grants. The City must compete for the Measure A alternative transportation grants, and the call for grant proposals occurs about every two or three years. In 2022, the Public Works Department submitted Cycle 5 applications for the Measure A Bicycle & Pedestrian and Safe Routes to School Grant Programs for the Franklin Creek Trail Improvement Project. The City was awarded \$275,188 in grant funds for this project. The City has received a total of \$1,338,155 in Measure A grants from the four previous cycles; an average of approximately \$134,000 annually. The competitive alternative transportation grants are to be used solely for capital projects and not maintenance. The total estimated cost of the proposed Program exceeds the available annual allocation to the City of Measure A Program revenue. Any cost exceeding the annual allocation is subsidized by additional funding sources such as grants and Measure X.

POLICY CONSISTENCY

The proposed Measure A Five-Year Local Program of Projects is consistent with the Circulation Element of the General Plan and Local Coastal Plan. The recommendation is also consistent with, and serves to implement, the City's Capital Improvement Program.

The adoption of the Measure A Five-Year Local Program of Projects is a requirement of Measure A as established by Ordinance No. 5 of the Santa Barbara County Local Transportation Authority. Adoption of the Program obligates the City to expend Measure A funds on the projects listed in the Program; however, the Program may be modified each year to reflect the changing priorities of the City Council. The Program may also be amended during a program year subject to the approval of the SBCAG Board of Directors. Measure A funds are intended to be flexible, and adoption of the Program does not preclude the City from determining transportation priorities.

FINANCIAL CONSIDERATIONS

The five-year estimate of Measure A local apportionments has been made by SBCAG in the amount of approximately \$4.9 million, and is shown in attached Resolution No. 6195. The total Measure A revenue amount includes a projected carry-over fund balance of \$109,000 from the Fiscal Year 2023-2024 budget for a total of \$5.0 million.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

As a funding source for the City's transportation infrastructure, Measure A revenue and related programming for use are critical to mitigating the liability exposure and protecting public welfare and safety.

OPTIONS

1. Adopt Resolution No. 6292, approving the Measure A Five-Year Local Program of Projects for Fiscal Years 2024-25 through 2028-29. (Staff recommendation)
2. Direct revisions be made and adopt the Measure A Local Program of Projects for Fiscal Years 2023-24 to 2027-28. The Measure A Local Program of Projects is due to SBCAG by March 29, 2024.

PRINCIPAL PARTIES EXPECTED AT MEETING

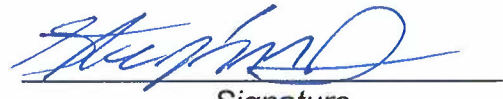
There are no principal parties expected at this meeting.

ATTACHMENTS

Attachment A: Resolution No. 6292

Staff contact:
Stephon Downes, Management Analyst
(805) 755-4446; stephond@carpinteriaca.gov

Reviewed by:
Michael Ramirez, City Manager
(805) 755-4400; michaelr@carpinteriaca.gov



Signature



Signature

ATTACHMENT A

Resolution No. 6292

RESOLUTION NO. 6292

**A RESOLUTION OF THE CARPINTERIA CITY COUNCIL ADOPTING
THE MEASURE A FIVE-YEAR LOCAL PROGRAM OF PROJECTS
FOR FY 2024-25 THROUGH FY 2028-29**

WHEREAS, on November 4, 2008, the voters of Santa Barbara County approved Ordinance No. 5, the Road Repair, Traffic Relief and Transportation Safety Measure known as Measure A; and

WHEREAS, the Ordinance provides that the Santa Barbara County Local Transportation Authority shall annually approve a program of projects submitted by local jurisdictions identifying those transportation projects eligible to use Measure A funds during the succeeding five-year period; and

WHEREAS, the City of Carpinteria was provided with an estimate of annual Measure A local revenues for fiscal years 2024-25 through 2028-29 (Exhibit A); and

WHEREAS, the City of Carpinteria has held a public hearing in accordance with Section 18 of the Ordinance;

NOW, THEREFORE, BE IT RESOLVED as follows:

SECTION 1. The City of Carpinteria does hereby adopt the attached Five-Year Local Program of Projects (Exhibit B) to be funded in part with Measure A revenues and authorizes submittal to the Santa Barbara County Association of Governments.

SECTION 2. The City of Carpinteria certifies that it will include in its budget an amount of local discretionary funding for local streets and roads sufficient to comply with the Maintenance of Effort requirements contained in Section 27 of the Measure A Ordinance, and

SECTION 3. Pursuant to the Measure A ordinance, the City of Carpinteria will not use Measure A revenues to replace private developer funding that has been committed to a transportation project or would otherwise be required under current City policies.

SECTION 4. The City of Carpinteria has complied with all other applicable provisions and requirements of the Measure A Ordinance.

PASSED, APPROVED AND ADOPTED this 11th day of March, 2024, by the following called votes:

AYES: COUNCILMEMBER:

NOES: COUNCILMEMBER:

ABSENT: COUNCILMEMBER:

ABSTAIN: COUNCILMEMBER:

Mayor, City of Carpinteria

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk, City of Carpinteria

I hereby certify that the foregoing resolution was duly and regularly introduced and adopted at a regular meeting of the City Council of the City of Carpinteria held the 11th day of March, 2024.

Brian C. Barrett, CMC, CPMC
City Clerk, City of Carpinteria

APPROVED AS TO FORM:

Jena Shoaf Acos, on behalf of
Brownstein Hyatt Farber Schreck, LLP
Acting as City Attorney of the City of Carpinteria

EXHIBIT A
TO RESOLUTION NO. 6292

Five-Year Estimate of Measure A Local Apportionments

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EXHIBIT A

CITY OF CARPINTERIA Five-Year Measure A Revenue Estimate Local Street and Transportation Improvements

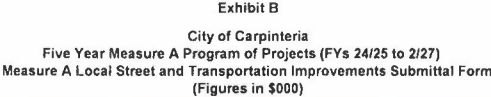
Jurisdiction	Carry-over from Prior Years	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Total
City of Carpinteria	\$109,000	\$1,003,689	\$930,210	\$960,831	\$993,080	\$1,026,351	\$5,023,161

Alternative Mode Percentage	10%
Minimum to be Spent on Alternative Modes by FY 28/29	\$502,316

EXHIBIT B
TO RESOLUTION NO. 6292

Measure A Five-Year Program of Local Projects

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TOTAL EXPENDITURES	\$1,236	\$0	\$109	\$1,002	\$928	\$962	\$995	\$1,027	\$5,023	\$1,275	\$0	\$8,097	\$1,695	\$18,245	\$28,192	\$32,713
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Alternative Transportation Summary		
TOTAL MEASURE A ALLOCATION (FY 2024/25 TO 2028/29)		\$5,023
MINIMUM ALTERNATIVE PERCENTAGE PRESCRIBED BY INVESTMENT PLAN TO BE MET BY FY 2024/25 FOR FISCAL YEARS 2020/21 THROUGH 2024/25		10%
TOTAL MEASURE A ALLOCATION TO ALTERNATIVE TRANSPORTATION	\$1,048	\$1,048
PERCENTAGE OF MEASURE A ALLOCATION TO ALTERNATIVE TRANSPORTATION		20.86%



City of Carpinteria

COUNCIL AGENDA STAFF REPORT March 11, 2024

ITEM FOR COUNCIL CONSIDERATION

Additional appropriations through the Community Services Support Grant program (CSSG) for the current fiscal year (FY) 2023-2024, and recommendations for updates to the CSSG selection process and allocations for future years.

STAFF RECOMMENDATION

1. Direct staff to advertise and receive applications for potential allocation of remaining FY 23/24 CSSG funds, and direct that funding be limited to new organizations and/or community events that support City Council priorities or address emergent needs.
2. Review and consider funding the Chalk Up Carpinteria request of \$8,000.
3. Review and consider funding the Alcazar Theater requests (2) of \$9,750.
4. Direct staff to establish four grant categories for future CSSG funding beginning FY 24/25, including: COMMUNITY COLLABORATION, SOCIAL SERVICES, COMMUNITY EVENTS, and CITY COUNCIL INITIATIVES/EMERGENT NEEDS.
5. Direct staff to establish separate grant application requirements for grant amounts equal to or less than \$10,000.

Sample Motion: I move to:

1. Direct staff to advertise and receive applications for potential allocation of remaining FY 23/24 CSSG funds, and direct that funding be limited to new organizations and/or community events that support City Council priorities or address emergent needs.
2. Review and consider funding the Chalk Up Carpinteria request of \$8,000.
3. Review and consider funding the Alcazar Theater requests (2) of \$9,750.

4. Direct staff to establish four grant categories for future CSSG funding beginning FY 24/25, including: COMMUNITY COLLABORATION, SOCIAL SERVICES, COMMUNITY EVENTS, and CITY COUNCIL INITIATIVES/EMERGENT NEEDS.
5. Direct staff to establish separate grant application requirements for grant amounts equal to or less than \$10,000.

(Motion requires a roll call vote)

BACKGROUND

The origin of the CSSG, located in the General Government Department, can be traced back to budget documents from the 1970s. It emerged from the City Council's evaluation of youth recreation needs during the City's incorporation, with initial funding extending support to providers such as the Boys and Girls Club of Carpinteria. Over the years, awardees expanded to encompass health and human services, non-K-12 education, and related programs, along with after-school health, wellness, and education services for youth (ages 5–18) in Carpinteria, complementing City youth recreation services.

For FY 23/24, City Council approved a budget of \$225,050 for the Community Services Support Program which includes CSSG and Service Agreements, MOU's and Contracts that support the Community. A total of \$115,250 was awarded to grants, which left a total unassigned balance of \$76,100 (see Attachment A) to be distributed throughout the fiscal year at Council's discretion in grants. The initial process requires applicants to submit a grant application to the City, and applications are accepted once annually, typically between March and April. These applications are then reviewed and presented to City Council's Finance Committee for consideration and recommendation. Ultimately, grant award amounts are approved by City Council as part of the annual budget adoption process.

At the City Council meeting on June 12, 2023, during a Public Hearing for the Proposed FY 2023-24 Operating Budget Study Session¹, City Council received public comment from a grantee regarding allocation of the available fund balance. The grantee had not received their full request amount and requested additional consideration given the remaining balance. In the past, Council had distributed any remaining funds for emergent-needs-basis only. Examples include certain unforeseen events, as well as more critical matters like those related to the COVID-19 pandemic. At this time, City Council directed staff to return to the Finance Committee to discuss a formal appeal process. Separately, staff had received questions regarding the CSSG from a local organization that was unaware of the grant opportunity. Since an appeal process would only apply to existing grantees, the Finance Committee and staff elected to take a broader approach. Based on, recommendations by City Staff and feedback by the Finance Committee, it was determined that an appeal process not be added. Instead, the City's approach would be to:

- Improve promotion of the CSSG in future years.

¹ https://carpinteria.granicus.com/player/clip/1264?view_id=2&meta_id=81911&redirect=true

- Revise the CSSG award process and present to City Council for consideration.
- Create a one-time intermittent process for distribution of available funds in FY 23/24.

DISCUSSION

The focus of the following recommendations is to optimize the City's resources in alignment with Council priorities. This approach aims to support organizations that contribute most uniquely and/or significantly to the community's well-being and the public good.

1. Direct staff to advertise and receive applications for potential allocation of remaining FY 23/24 CSSG funds, and direct that funding be limited to new organizations, previously funded organizations applying in a new category, and/or community events that support City Council priorities or address emergent needs.
2. Review and consider funding the Chalk Up Carpinteria request of \$8,000. (See Attachment B)
3. Review and consider funding the Alcazar Theater requests (2) of \$9,750. (See Attachment C)
4. Establish four funding categories for future CSSG funding beginning FY 24/25. The four categories include:

COMMUNITY COLLABORATION: Organizations supporting City Council's Strategic Goals and priorities. This includes programs and organizations dedicated to Outreach, Community Engagement, Education, Transparency, Collaboration, Partnership, Affordable Housing, Staff Development, and the expansion or support of existing City Services, such as Youth, Seniors, and Homeless programs. *Examples of organizations recently funded for programs in this category include: HELP of Carpinteria, Boys & Girls Club, and Girls Inc.*

SOCIAL SERVICES: Open to all entities serving Carpinteria with a focus on needs beyond the City's immediate scope, including Health and Human Services (e.g., Health, Wellness, Transportation, Childcare, and others). *Examples of organizations recently funded for programs in this category include: Standing Together to End Sexual Assault (STESA), HopeNet of Carpinteria, Carpinteria Children's Center, Compassionate Care of Carpinteria*

COMMUNITY EVENTS: This category will include special events that align with and/or incorporate the Council's Strategic Goals and priorities. *Examples of community events recently funded in this category include: Chalk Walk 2023 and 2020.*

CITY COUNCIL INITIATIVES/EMERGENT NEEDS: Projects Requested by the City via a Request for Proposal and/or Emergent Needs. *Examples of City Council initiatives may include development of a leadership academy or youth engagement program. Programs recently funded in the category of Emergent Needs include: COVID microgrants 2020.*

In addition, Staff is recommending that each funding category be considered separately, meaning that an organization may receive funding in one or more categories. Also, funds for City Council Initiatives and Emergent Needs will need to be set prior to initiating the CSSG process. For example, if the City plans to issue an RFP for a particular initiative, staff must research the potential cost of that initiative and set aside those funds. In addition, the Council may choose to conserve, or not conserve, a certain amount of funding for emergent needs. For the other three categories, Staff recommends that funding not be fixed and determined by the Council as seen fit.

5. Direct staff to establish separate grant application requirements to be used at City staff discretion for grant amounts equal to or less than \$10,000 to reduce the administrative burden on smaller organizations with a limited scope.
 - Grant applications equal to or less than \$10,000, will require a cover letter providing details about the program including information on the number of individuals to be served, the target population, outreach strategies, a list of important program dates, proposed budget, and an end of the year report.
 - Grant applications exceeding \$10,000 will require a formal application with Key Performance Indicators and the submission of a detailed budget, an option for a site visit, as well as a mid-year progress report and an end of the year report.

POLICY CONSISTENCY

The Community Services Support Grant is an identified program in the Carpinteria Municipal code under section 2.20.040 - General Government Department.

FINANCIAL CONSIDERATIONS

No Additional Funding Requested. The Adopted FY 2023-2024 budget includes a balance of \$76,100 from the initially allocated \$191,350 dollars for CSSG. The total amount was budgeted from the General fund (\$41,350), Measure X (\$144,500) and Measure A (\$5,500).

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

No legal or risk management issues are identified at this time.

OPTIONS

1. Direct staff to advertise and receive applications for potential allocation of remaining FY 23/24 CSSG funds, and direct that funding be limited to new organizations and/or community events that support City Council priorities or address emergent needs or decline action and direct staff as appropriate.
2. Review and consider funding the Chalk Up Carpinteria request of \$8,000.
3. Review and consider funding the Alcazar Theater requests (2) of \$9,750.
4. Direct staff to establish four grant categories for future CSSG funding beginning FY 24/25, including: COMMUNITY COLLABORATION, SOCIAL SERVICES, COMMUNITY EVENTS, and CITY COUNCIL INITIATIVES/EMERGENT NEEDS or decline action and direct staff as appropriate.
5. Direct staff to establish separate grant application requirements for grant amounts equal to or less than \$10,000 or decline action and direct staff as appropriate.

PRINCIPAL PARTIES EXPECTED AT MEETING

Kristina Calkins, Executive Director of The Lynda Fairly Arts Center.
Debbie Nomura, Executive Director of The Alcazar

ATTACHMENTS

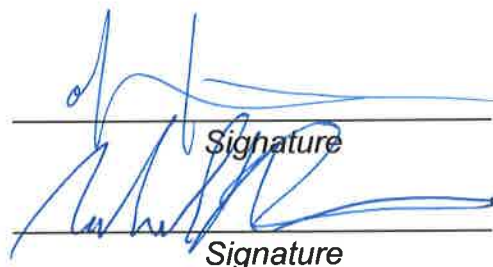
Attachment A: Community Services Support Program Grants to date for FY 23/24

Attachment B: Funding Request for Carp Chalk Walk from the Lynda Fairly Arts Center.

Attachment C: Funding Request for Community Events on Community Issues and request for School Student Performing Arts Program from the Alcazar Theater.

Staff contact: Olivia Uribe Mutal, Program Manager
(805) 755-4401; OliviaU@carpinteriaca.gov

Reviewed by: Michael Ramirez, City Manager
(805) 755-4450, michaelr@carpinteriaca.gov



Signature

Signature

ATTACHMENT A

Community Services Support Program FY 2023-24 Funding Chart

Service Provider Grants	FY 2023/24	General Fund	Measure X	Measure A	Total Funding
Boys & Girls Club	\$ 25,000	\$ 18,500	\$ 6,500	\$ -	\$ 25,000
Girls Inc	30,000	18,500	11,500	-	30,000
HELP of Carpinteria	14,000	-	8,500	5,500	14,000
STESA	6,000	4,350	1,650	-	6,000
HopeNet of Carpinteria (Mental Wellness Center)	1,750	-	1,750	-	1,750
Carpinteria Childrens Project	20,000	-	20,000	-	20,000
Carpinteria Childrens Project (Carp Connect)	-	-	-	-	-
Carpinteria Art Center	6,000	-	6,000	-	6,000
Compassionate Care of Carpinteria	12,500	-	12,500	-	12,500
Total 101/104/215-163-5601	\$ 115,250	\$ 41,350	\$ 68,400	\$ 5,500	\$ 115,250
Total Budget	191,350	41,350	144,500	5,500	191,350
Unassigned Balance	76,100	-	76,100	-	76,100

ATTACHMENT B



BOARD OF DIRECTORS

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Carla Stein, Treasurer
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Kristina Calkins

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Elsa McFarlin Farias

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Tim Podell
Andy Powell
Dan & Romy Reicker
Ellen Robinson

February 22, 2024

Michael Ramirez
City of Carpinteria
5775 Carpinteria Ave.
Carpinteria, CA 93013

Dear Michael,

Muralism, a nonprofit organization with a mission of connecting people with special needs to the community through art, and the Lynda Fairly Carpinteria Arts Center (LFCAC), whose mission is creating a vibrant community through the arts, with your support, plan to again partner to bring the Carpinteria community the free **Carp Chalk Walk** event. This will be the 3rd year offering this incredible, inclusive event that brings together all ages and skill levels in our downtown.

LFCAC provides promotion, manages the registrations, volunteers, fiscal oversight and the facility for the central free art supply distribution hub. Muralism manages the creativity on the sidewalks of the downtown T and creates promotional chalk murals for local businesses with their professional artists with special needs. Last year all Carpinterian nonprofits were invited to host a mural square and flyers in English and Spanish were distributed to all the schools. Alpha Resource Center, a nonprofit who empowers individuals with intellectual and developmental disabilities, was also reached out to and they joined the festivities to create multiple murals.

In 2023, 368 people creatively participated in the **Carp Chalk Walk**. The plan is to increase that number this year by at least 20%. To extend the outreach, new this year chalk mural workshops will be offered at the three Carpinteria People's Self Help Housing complexes via the LFCAC Bellas Artes intergenerational program. In addition, chalk supplies and instructions will be shared via the "Abuelos" program at Carpinteria Children's Project.

The Downtown T Business Association has already approved supporting the project with \$2000 like it has in the past. If the city once again supports the **Carp Chalk Walk** project the same as the previous 2 times with \$8000, this promises to be the best event yet! To view pictures from some past events, please visit <https://carpinteriaartscenter.org/carpchalkwalk>.

Best regards,

Kristina Calkins
Executive Director

THE LYNDA FAIRLY CARPINTERIA ARTS CENTER

805.684.7789 • PO Box 597 • Carpinteria, CA 93014 • CarpinteriaArtsCenter.org • Tax ID# 77-0578720

ATTACHMENT C

THE ALCAZAR

Al Clark, The Mayor
City of Carpinteria
5775 Carpinteria Avenue
Carpinteria CA 93013

March 5th, 2024

Dear Mayor,

Re: School Students Performing Arts Program at the Alcazar

The Alcazar Theatre is a cultural centre for Carpinteria. It was established nearly a century ago and on December 1, 2010 the Carpinteria Community Theatre Inc, dba The Alcazar Theatre was established, under a 501c3 non-profit status (Tax ID #95-3565433).

Over the last year we have made major changes to make our programming more inclusive and ensure we are reaching all demographics in the community. We held a community input session in September 2023 to garner feedback of what programming we should be providing and that was attended by Dave Durflinger and Olivia Uribe-Mutal.

One of the major requests from that session was to have schools performing at the Alcazar rather than in their cafeterias or in their school grounds. This request resonates with me as I grew up in Sydney and when I was 9, the Sydney Opera House opened. From when I was in grade 6, all of the Sydney school choirs plus other school musical acts put on performances in the main concert hall for parents and friends to see.

The Opera House continues to do so much in the education space, as do other Art centres. I know the impact that had on me and others, and I want the children of Carpinteria to have that same experience, appreciating arts in all its forms, and for it to become a part of them. Arts has a major impact and helps to create an effective society and the Alcazar is a key Carpinterian facility that can help to make this happen.

When I became Executive Director, I made it my personal mission to have students performing at the Alcazar. Fortuitously, in a discussion with John Knecht, Chair of Cate Schools Performing Arts, I shared this vision. He immediately offered for Cate School to be the first and they performed on February 24, 2024, and included ensemble, jazz and rock bands, theatre, dance and more. The audience included parents, community

*Carpinteria Community Theatre, Inc dba The Alcazar Theatre
4916 Carpinteria Ave, Carpinteria CA 93013*

We are a 501c3 nonprofit organization Tax ID # 95-3565433

THE ALCAZAR

members and students, including from other schools. It was a sensation night enjoyed by all, with an immediate request to perform again next year, plus a number of students wanting to be involved with the Alcazar on an ongoing basis.

Diana Rigby, Superintendent, Carpinteria Unified School District has been advised of this opportunity being available to all schools in Carpinteria, and in an email notifying all Principals of CUSD of our goal, she commented *"Our students love performing in the theater and we look forward to working with you."*

New programs do not happen overnight, and they take resources to firstly create them including collaborating with the schools, and secondly to stage the events each month. Marketing materials need to be in both Spanish and English, so we ensure the entire community is reached.

A secondary point to note is that many parents of children in Carpinteria schools do not have available funds to pay to go to the theatre and see events, even if their children are performing, however we feel it is unfair for them to miss out on such an opportunity.

We are therefore asking the City to provide funding to assist us to create this program and deliver it on a monthly basis as a free monthly community event. The Alcazar seats 200 so every month at least 200 Carpinterian's can either perform on stage, or watch their children or friends perform.

We are requesting \$3,250 per event to subsidise the costs of each monthly school program, with one event to be scheduled in April, May and June 2024 (total of \$9,750). We can then work with the schools to develop programs which can be a stand-alone school or a combined program with a number of schools.

Should you require any further information please do not hesitate to contact me.

Yours sincerely

The Alcazar Theatre



Debbie Nomura, Executive Director

*Carpinteria Community Theatre, Inc dba The Alcazar Theatre
4916 Carpinteria Ave, Carpinteria CA 93013*

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THE ALCAZAR

Al Clark, The Mayor
City of Carpinteria
5775 Carpinteria Avenue
Carpinteria CA 93013

March 5th, 2024

Dear Mayor,

RE: In Community Event at the Alcazar on Community Issues

The Carpinteria Community Theatre Inc, dba The Alcazar Theatre, was established in 2010 under a 501c3 non-profit status (Tax ID #95-3565433). The Alcazar Theatre is a brilliant setting for stage presentations.

Besides theatre, concerts and music events, the Alcazar has been used for many community events over the years. During the Thomas fire, it was the community information centre and many other community events have also been held there. It has seating capacity for 200, with all necessary equipment and facilities.

There are important social issues that the Carpinteria community need to deal with, and we believe the Alcazar is the most appropriate venue to stage such important events.

The Alcazar's plans include to have one **In Community** event per month and we are asking the City to sponsor a monthly event in April, May and June 2024 so they may be free for community members to participate. We are planning to have translators at these events as well as provide our marketing materials in both English and Spanish, so the entire community is aware.

The first event we are currently collaborating with Girls Inc to address is on Bullying, which is one of the major concerns of parents and current reports suggest around one-third of students are subject to this. Jaime Collins in her role as Executive Director of Girls Inc is working with us on this topic and the planned approach for a session at the Alcazar is to show the latest Mean Girls movie, which will attract a lot of children, and then follow it with an expert panel discussion providing resources for both children and parents.

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The second event we are planning is on addressing Human Trafficking. The aim is to collaborate with local organisations who are dealing with this issue, including law enforcement. We will have speakers, a panel discussion plus resources for community members. Education of both adults and children is imperative – to identify issues to help prevent human trafficking, but at the same time recognise possible victims and help them.

The June **In Community** event topic has not yet been determined but possible options we are considering is the Power of Music to Heal or a health topic. These will follow a similar format to the prior session with panel discussions and more.

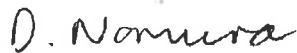
Please note our In Community program has already been tested and works, as we held our first In Community event on February 29, 2024 which dealt with Strokes and overcoming medical adversities.

New programs do not happen overnight, and they take resources to firstly create them including collaborating with the appropriate organizations, and secondly to stage the events each month. We are hoping the City will sponsor these events by way of contributing \$3,250 for each months event, so we can have the maximum number of attendees including those who do not have resources to pay to attend events (total of \$9,750).

Should you require any further information please do not hesitate to contact me.

Yours sincerely

The Alcazar Theatre



Debbie Nomura, Executive Director

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