

**City of Carpinteria**  
**City Council Regular Meeting Agenda**  
**Monday, July 22, 2024**

**Council Chamber, 5775 Carpinteria Avenue, Carpinteria, CA 93013**

**4:00 p.m. Closed Session - 5:30 p.m. Regular Meeting**  
**In-Person and Virtual Participation Options**

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**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](http://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](mailto: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**

### **PUBLIC COMMENT ON CLOSED SESSION MATTERS**

### **CLOSED SESSION**

1. CLOSED SESSION: CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
Government Code section 54956.8  
Property: 801 Linden Avenue, Carpinteria CA 93013  
Agency negotiator: City Manager Michael Ramirez  
(If circumstances necessitate the absence of a specified negotiator, an agent or designee may participate in place of the absent negotiator so long as the name of

the agent or designee is announced at an open session held prior to the closed session.)

Negotiating parties: None

Under negotiation: Price and Terms of Payment

## **TEMPORARY ADJOURNMENT TO CLOSED SESSION**

### **CALL TO ORDER**

### **ROLL CALL**

### **CLOSED SESSION REPORT**

### **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**

2. Proclamation Proclaiming Tuesday, August 6, 2024 as “National Night Out” in the City of Carpinteria. *(Requires approval prior to presentation.)*
3. Mayoral Recognition Awarded to Coastal View News for Receiving 2024 Awards from the Association of Community Publishers Awards.
4. Annual Member Agency Update Presentation from Central Coast Community Energy.

## **TEMPORARY ADJOURNMENT FOR THE PURPOSE OF HOLDING THE ANNUAL MEETING OF THE CARPINTERIA PUBLIC IMPROVEMENT CORPORATION (CPIC)**

## **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: NONE**

## **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.

- 5. Approve the minutes of the regular meeting held July 8, 2024.
- 6. Receive and file the Expenditures for the period beginning July 1, 2024 and ending July 12, 2024.
- 7. Receive and file the Report of Contracts Executed by the City Manager for the Period of June 18, 2024 through July 15, 2024.
- 8. Receive and file the Monthly Treasurer's Report on Compliance with Statement of Safekeeping and Investment of Public Funds for June 2024.
- 9. Receive and file the Quarterly Review of the Pension Stabilization Trust.

10. Adopt Ordinance No. 784 (second reading), amending Chapter 2.08 City Manager of Title 2 (Administration and Personnel) and Chapter 3.32 Purchasing Systems of Title 3 (Revenue and Finance). *(Requires a roll call vote.)*

**ADMINISTRATIVE MATTERS:**

11. Designation of Voting Delegate and Alternate for the League of California Cities Annual Conference.

Recommendation: Designate Councilmember Nomura as the City's voting delegate and designate Vice Mayor Alarcon as the City's alternate voting delegate for the League of California Cities 2024 Annual Conference and Expo in Long Beach.

Staff Presenter: Brian C. Barrett, City Clerk

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

12. Code Compliance Quarterly Report Q2, 2024.

Recommendation: Receive and file the Q2 Code Compliance Quarterly Report.

Staff Presenter: David Hernandez, Code Compliance Supervisor

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

**PUBLIC HEARING: NONE**

**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:**

13. 2024 Annual Report on efforts to assist people experiencing homelessness in Carpinteria and address issues related to homelessness in the community.

Recommendation: Receive and file the annual report concerning ongoing efforts to assist people experiencing homelessness and to address issues related to homelessness in the community.

Staff Presenter: Nick Bobroff, Community Development Director

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

14. Consideration of Community Interest in Establishing a Community Center in Carpinteria at 801 Linden Avenue.

Recommendation: (1) Receive and file staff report on the community interest in establishing a future community center at 801 Linden Avenue; (2) Authorize staff to negotiate a 6-month option to purchase agreement for 801 Linden Avenue for an amount not-to-exceed \$10,000 per month and make a corresponding budget appropriation; and (3) Direct staff to continue to explore additional funding opportunities and partnerships for the potential acquisition, tenant improvements, and maintenance of a community center, including community outreach and engagement to gauge public interest and funding support. *(Requires a roll call vote.)*

Staff Presenter: Michael Ramirez, City Manager

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

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

**COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS**

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

1. 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 Review 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. Harbor Seal Advisory Committee (Solórzano & Alarcon)
- d. 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 regular City Council meeting of August 12, 2024 has been cancelled and the next regular City Council meeting will be held August 26, 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, July 17, 2024, in the City Clerk's Office, on the City Hall Public Notices Board, and on the Internet.

**A PROCLAMATION OF THE CITY COUNCIL  
OF THE CITY OF CARPINTERIA  
PROCLAIMING TUESDAY, AUGUST 6, 2024 AS  
“NATIONAL NIGHT OUT” IN THE CITY OF  
CARPINTERIA**

**WHEREAS**, the National Association of Town Watch (NATW) sponsors a national community-building campaign on Tuesday, August 6, 2024 entitled “National Night Out”; and

**WHEREAS**, the National Night Out campaign provides an opportunity for neighbors in Carpinteria to join over 38 million neighbors across seventeen thousand communities from all 50 states, U.S. territories and military bases worldwide; and

**WHEREAS**, National Night Out is an annual community-building campaign that promotes strong law enforcement-community partnerships and neighborhood camaraderie to make our neighborhoods safer, more caring places to live and work; and

**WHEREAS**, it is essential that all neighbors of Carpinteria come together with the Santa Barbara County Sheriff’s Office and work together to build a safer, more caring community.

**NOW, THEREFORE**, the City Council of the City of Carpinteria hereby proclaims Tuesday, August 6, 2024 as “National Night Out” in the City of Carpinteria and invites all neighbors in Carpinteria to join the Santa Barbara County Sheriff’s Office, Girls Inc. of Carpinteria, and the National Association of Town Watch in support of the National Night Out event on August 6, 2024 from 5 – 7 pm on the 800 block of Linden Avenue.

**IN WITNESS THEREOF**, the Mayor hereunto set their hand and caused the official seal of the City of Carpinteria, California, to be affixed this 22nd day of July, 2024.

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Al Clark, Mayor  
City of Carpinteria

ATTEST:

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

# *Mayoral Recognition Awarded to Coastal View News for Receiving 2024 Awards from the Association of Community Publishers*

*The City of Carpinteria commends and congratulates Coastal View News for being awarded the following 2024 Best of the Best Awards from The Association of Community Publishers:*

- *Front Page Cover in Newsprint with Advertising (2<sup>nd</sup> Place)*
  - *Entertaining Article Run in a Publication (2<sup>nd</sup> Place)*
  - *General Excellence in an over 15% Editorial (1<sup>st</sup> Place)*

*and*

*The Andrew E. Shapiro Cancer Foundation Cancer Awareness Award for  
Cancer Awareness Promo*

*Presented on the 22nd day of July 2024.*

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*Al Clark, Mayor*



# CITY OF CARPINTERIA

## 3CE Annual Presentation

**Judith Young**

Senior Account Manager, Member Agencies  
July 22, 2024



# A PARTNERSHIP TO SUPPORT SHARED CUSTOMERS



# 2023 YEAR IN REVIEW



Lower emissions



Cleaner more reliable grid



Community investment



Stable and responsible rates

## 3CE PRIORITIZES INNOVATION

- One of California's first solar + storage projects*
- The state's first new geothermal project in three decades*
- The largest compressed air battery storage in the world*

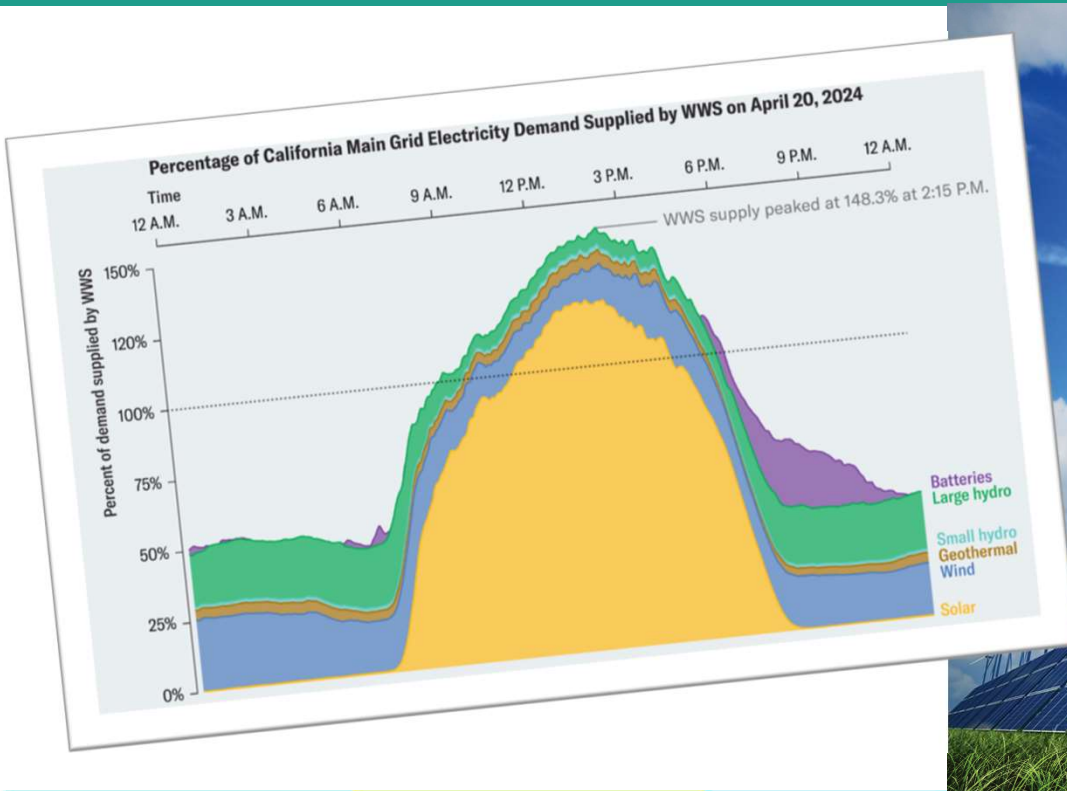
# ADDITIONALITY – THE KEY TO OUR PROCUREMENT STRATEGY

*Investing in a diverse portfolio of renewables coupled with innovative energy storage capacity*

## OUR PROGRESS TO 100% RENEWABLE



# CALIFORNIA BREAKS RENEWABLE ENERGY RECORDS



# 3CE DELIVERS POWER FOR GOOD

- *Affordable Rates*
- *Project Selection Criteria*
- *Rebates & Incentives*



# REDUCING EMISSIONS IN THE BUILT ENVIRONMENT

## New Construction Electrification Program

- 125 units in Watsonville in *Tabasa Gardens and Sparrow Terrace*
- 66 units in Monterey
- 200 units planned



# GROWING SUSTAINABLE AGRICULTURE

## Ag Electrification Program

- *\$700,000 for 30 projects in 2023*
- *28% irrigation and harvest equip., portable power*
- *32% tractors and forklifts*
- *40% utility vehicles*



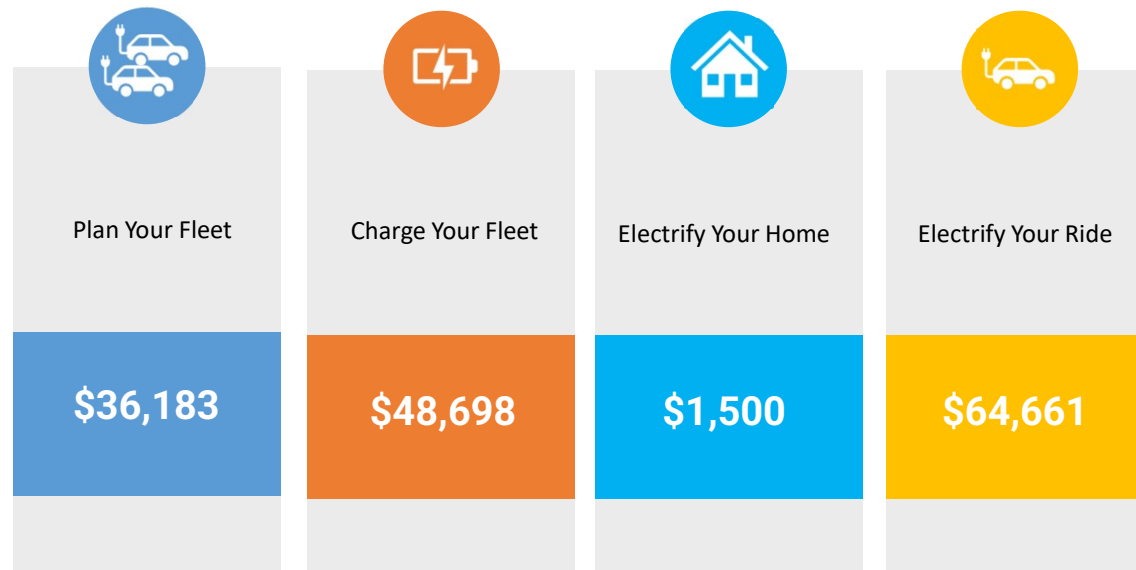
# INVESTING IN YOUR COMMUNITY

## Residential, Commercial, & Agriculture Rebates Available

|                 |  |  |  |  |  |  |
|-----------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
|                 | Agriculture Electrification Program                                               | Concierge                                                                         | Electrify Your Home                                                                | Electrify Your Ride                                                                 | New Construction Electrification                                                    | Electric Bus                                                                        |
| Residential     | -                                                                                 | -                                                                                 | \$17,385                                                                           | \$1000-4000                                                                         | \$5,000                                                                             | -                                                                                   |
| Commercial & Ag | \$75,000                                                                          | \$24,000                                                                          | \$2,500 per unit                                                                   | \$150,000                                                                           | \$250,000                                                                           | \$200,000                                                                           |

# INVESTING IN YOUR COMMUNITY

## Total Investment Over **\$151,000**



# INVESTING IN YOUR CITY'S ENERGY TRANSITION

## Member Agency Programs:

*Plan Your Fleet*

*Electrify Your Fleet*

*Charge Your Fleet*



# INVESTING IN YOUR CITY'S ENERGY TRANSITION

- *Reach Code Program*
- *Charging Stations/Charge-ready*
- *Member Agency Communications*



# Thank You

3CE.org



877-455-2223

info@3CE.org

**Judith Young   jyoung@3ce.org**  
**Senior Account Manager   (805) 693-2000**

**CARPINTERIA PUBLIC IMPROVEMENT CORPORATION (CPIC)**  
**5775 Carpinteria Avenue**  
**Carpinteria, CA 93013**

**MEETING AGENDA**  
**MONDAY, JULY 22, 2024**  
**5:30 P.M.**

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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 CPIC.
  4. Approval of minutes of regular annual meeting held July 24, 2023.
  5. Receive and File the CPIC Annual Report.
  6. New Business.
  7. Adjournment.

The CPIC agenda and associated staff report will be available on Thursday, July 18, 2024 on the City's Website: <https://carpinteriaca.gov/city-hall/agendas-meetings/>. The CPIC agenda and staff report are part of the City Council agenda for its regular meeting of July 22, 2024. Please see "TEMPORARY ADJOURNMENT FOR THE PURPOSE OF HOLDING THE ANNUAL MEETING OF THE CARPINTERIA PUBLIC IMPROVEMENT CORPORATION (CPIC)." 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](mailto: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.

Posted: July 15, 2024  
Published: July 18, 2024

**CARPINTERIA PUBLIC IMPROVEMENT CORPORATION (CPIC)  
5775 Carpinteria Avenue  
Carpinteria, CA 93013**

**ANNUAL MEETING MINUTES  
MONDAY, JULY 24, 2023**

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1. Call to order and roll call.

President Clark called the meeting to order at 6:03 pm.

Directors present:        Director Roy Lee  
                                 Director Wade T. Nomura  
                                 Director Mónica J. Solórzano  
                                 Vice President Natalia Alarcon  
                                 President Al Clark

Staff members present:    Dave Durflinger, Chief Executive Officer  
                                 Mack Carlson, on behalf of Brownstein Hyatt Farber  
                                 Schreck, LLP acting as City Attorney of the City of  
                                 Carpinteria  
                                 Brian C. Barrett, Secretary

2. Confirmation of legal noticing and procedural requirements of meeting.

Secretary Barrett acknowledged that all legal noticing and procedural requirements of the meeting were met.

3. Public Comment

There was no public comment.

4. Confirmation of Officers for Fiscal Years 2023-24 and 2024-25.

Secretary Barrett provided a brief report.

Motion by Director Nomura, seconded by Director Lee, to confirm the following CPIC Officers for Fiscal Years 2023-24 and 2024-25: Directors Roy Lee, Wade T. Nomura, and Mónica J. Solórzano, and Vice President Natalia Alarcon, and President Al Clark. Upon voice vote, the motion carried unanimously

5. Approval of minutes of regular annual meeting held July 25, 2022.

Motion by Director Nomura, seconded by Director Lee, to approve the minutes of the regular annual meeting held July 25, 2022. Upon voice vote, the motion carried unanimously.

6. Receive and File the CPIC Annual Report.

Chief Executive Officer Durflinger presented the Annual Report.

Motion by Director Nomura, seconded by Director Lee, to receive and file the CPIC annual report. Upon voice vote, the motion carried unanimously.

7. New Business.

There was no new business.

8. Adjournment.

President Clark adjourned the meeting at 6:10 p.m.

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Brian C. Barrett, CMC, CPMC  
CPIC Secretary



# City of Carpinteria

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## **CARPINTERIA PUBLIC IMPROVEMENT CORPORATION BOARD MEETING July 22, 2024**

### **ITEM FOR BOARD CONSIDERATION**

Carpinteria Public Improvement Corporation (CPIC) Annual Report.

### **STAFF RECOMMENDATION**

Receive and file the annual report.

Sample Motion: I move to receive and file the annual report.

### **BACKGROUND / DISCUSSION**

The Carpinteria Public Improvement Corporation was established in July 1988 as a public non-profit corporation to provide a funding mechanism for the development of certain capital improvements through a lease-purchase arrangement with the City and issuance of certificates of participation (COP) by the corporation. In July 1988, \$2,015,000 in COPs were issued by the corporation to be repaid through semi-annual lease payments by the City. The \$2 million in proceeds (less \$99,960 in discount on issue) plus the interest earned was used for construction and delivery of a variety of capital improvements such as the construction of the community swimming pool, expansion of El Carro Park, City Hall improvements, and construction of Parking Lot No. 3. All construction and delivery was completed at the end of FY 1989-90. The COPs were paid in full on March 1, 2018.

Even though there are currently no bonds or COPs outstanding for the CPIC, it is necessary to continue holding the annual meetings if the CPIC entity is to continue. State law requires that the CPIC consider its annual report at a public meeting of the Board. This staff report serves as the annual report and the Board meeting was properly noticed in the local newspaper.

### **FINANCIAL CONSIDERATIONS**

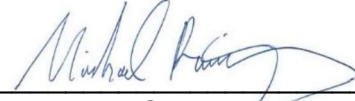
No fiscal impact as a result of this action.

Staff Contact: Licette Maldonado, Treasurer  
805) 755-4448, [licettem@carpinteriaca.gov](mailto:licettem@carpinteriaca.gov)



Signature

Reviewed by: Michael Ramirez, Chief Executive Officer  
(805) 755-4450, [michaelr@carpinteriaca.gov](mailto:michaelr@carpinteriaca.gov)



Signature

# **Commander's Recap**

## **Coastal Patrol Bureau**

June 30, 2024 – July 6, 2024

**Sunday 6-30-24 1800-0600 Sgt. [REDACTED] / SD [REDACTED]**

**0110 12677-HS 4200 Via Real [REDACTED]**

[REDACTED] was pacing back and forth on Via Real in front of Motel 6 North. Deputies contacted [REDACTED] to check his welfare and learned that [REDACTED] was a guest at the motel. [REDACTED], who was slightly HBD, told deputies he was making fireworks inside his room and insisted on showing deputies the homemade fireworks. Deputies went to his room and saw several types of powder in labeled containers: yellow (Sulfur), white (potassium nitrate), and black (willow charcoal), which [REDACTED] said he had purchased on Amazon and was using to make fireworks. Deputies also saw what appeared to be a handwritten recipe with instructions for safe handling. [REDACTED] also showed deputies about 10 pieces of homemade fireworks, which were rolled in paper. Deputies contacted EOD Deputy [REDACTED], who happened to be working in Buellton, and confirmed that the powders were in fact precursor materials for fireworks. Deputies cited [REDACTED] per 12677-HS and seized the powders and homemade fireworks. [REDACTED] became very irate and started screaming. All seized evidence was transported to 31 and turned over to Deputy [REDACTED].

**Monday 7-1-24 1800-0600 Sgt. [REDACTED] / SD [REDACTED]**

**2152 23152(a)/(b) PC SB 101 Rincon Rd Deputy [REDACTED]**

Deputy conducted a traffic enforcement stop for expired registration. The driver of the vehicle, [REDACTED] was unable to provide a driver's license, but instead provided a Mexican Identification Card. The Deputy was able to smell alcohol odor emitting from [REDACTED]. In the rear seat of [REDACTED] vehicle, Deputy noticed an opened "Modelo" beer can. [REDACTED] was put through standard field sobriety tests and was found to be in violation of Vehicle Code 23152(a)/(b). [REDACTED] vehicle was towed & he was arrested.

**0356 459 PC 4060 Via Real (Kim's Market) [REDACTED]**

Owner of Kim's Market called to report three suspects burglarizing the location. Deputies arrived within 3 minutes, but the suspects had fled the area. Other markets/liquor stores in the 39 area were checked but no other evidence of burglaries. Surveillance video of Kim's Market was reviewed, and the four suspects arrived in a red Tesla, broke the front glass door, entered, and stole expensive liquor and cigarettes. An inventory list from the store is pending to determine the total amount of loss. Suspects information was relayed to allied agencies.

**1800-0600 Sgt. [REDACTED] / SD [REDACTED] Wednesday 7-3-24**

**0242 273.5PC/236PC/245(a)(4) Tomol Dr. [REDACTED]**

Deputies responded to a domestic dispute and a possible 245(a)(4) with a vehicle. Upon arrival, I contacted a female who stated she and her boyfriend engaged in a verbal argument. As she tried to leave his home, he used his body to block the door to keep her from leaving. She shoved him out of the way and he responded by punching 3-4 times on the left side of her head. The female managed to get away and call her friend who picked her up. As they drove off the male followed them and used his vehicle to try to run them off the road. At one point the male was driving on the wrong side of the road and was heading directly towards them nearly causing a head on collision. When both vehicles were facing each other, the female got out of the car and confronted the man and she grabbed a bat from her back seat and struck the hood of the vehicle. The female was walking back to her vehicle when the male accelerated his vehicle driving it towards her. She jumped out of the way to avoid being struck and he crashed into the driver side door. An EPO was provided and she received medical attention..

**2244 148 PC 1115 Casitas Pass Rd [REDACTED]**

Unknown male suspect was stopped at McDonald's, 1115 Casitas Pass Road, for not having required lighting on his bike. The suspect refused to identify himself and attempted to ride away on his bike. The deputy grabbed onto the bike to prevent him from fleeing. The suspect got off the bike, turned, and faced the deputy in a fighting stance. The deputy produced her Taser and the suspect fled on foot across Casitas Pass Road towards Tyler's Donuts. Additional deputies responded to assist and searched the area; however, the suspect was not located.

# **City of Carpinteria Recap**

## **Coastal Patrol Bureau**

July 7, 2024 – July 13, 2024

### **Sunday 7-7-24 1800-0600 Sgt. [REDACTED] / SD [REDACTED]**

**1706 Found Prop. 4060 Via Real [REDACTED]**

A man turned in a found California driver's license, it was booked into evidence as found property.

**0143 PC 647(f) Carpinteria AVE/Holly AVE [REDACTED]**

[REDACTED] was laying on the ground near the bus stop at the corner of Carpinteria Avenue and Holly Avenue. I stopped and identified myself & asked her if she needs assistance, [REDACTED] said she was looking for her lighter. I advised her it was behind her on the bus bench. At this time, I noted that [REDACTED] had a slurred and incoherent speech. [REDACTED] had a medium odor of alcohol with watery and glassy eyes. [REDACTED] cloths were unkempt and smelled soiled. I requested [REDACTED] to present an identification card and [REDACTED] provided Nevada state identification card. I asked [REDACTED] to stand and walk to the front of my car, during [REDACTED] walk she needed assistance walking and was unable to maintain balance. I asked [REDACTED] if she consumed alcohol and how recently. [REDACTED] said she drank vodka an hour ago. At approximately 0154 hours, [REDACTED] was arrested for California Penal Code 647(f) - Public Intoxication

### **Monday 7-8-24 1800-0600 Sgt. [REDACTED] / SD [REDACTED]**

**1629 PC 459/476/470 5420 Carpinteria AVE [REDACTED]**

On July 8, 2024, at approximately 1625 hours, an unknown Hispanic Female Adult walked into the US Bank. The suspect approached the teller and presented two checks wanting to cash them, both from different people. The suspect also provided a California Identification Card and Visa Debit Card, attempting to identify as another female. The teller noticed the account to one of the accounts was closed and had her manager confirm the authenticity of the checks. The manager called the owner of one of the accounts and was told that he did not authorize the check. The suspect then became impatient, requesting her items back and was told that law enforcement was called. The suspect then left the US Bank, leaving the items behind. Patrol will follow-up.

**2034 WARRANT Holly AVE/Fifth ST [REDACTED]**

At approximately 2037 hours, I contacted the suspect, [REDACTED], on the corner of Fifth Street and Holly Avenue. While speaking with [REDACTED] I requested him to present a form of identification. [REDACTED] provided me a Mexican identification card and I conducted a records check through Santa Barbara County Dispatch. The dispatch center advised me that [REDACTED] has an active warrant out of Santa Barbara County for \$10,000. At approximately 2045 hours, I arrested [REDACTED] for the outstanding warrant. I placed handcuffs on [REDACTED], checked for fitment and double locked the handcuffs. [REDACTED] was transported at booked into SBJ without incident.

**0043 PC 647(f) Holly AVE/Carpinteria AVE [REDACTED]**

[REDACTED] was found passed out in the street on Holly Avenue and Carpinteria Avenue. [REDACTED] was intoxicated. In addition to passing out in the gutter, he also emanated a heavy odor of alcohol, had slurred speech, saliva dripping from his mouth, and admitted to drinking "a lot." [REDACTED] was arrested in violation of PC 647(f) and booked in the county jail pending sobriety.

## Tuesday 7-9-24

**1727      5150 Hold      Skate Park      CIT 1, [REDACTED], [REDACTED], [REDACTED]**

A concerned mother of skateboarders reported a man was hanging around young kids at the skate park and was making parents and children uncomfortable. The man was following kids around the park and sliding down the ramps. He was contacted and said he wanted to provide the kids Vans sponsorships. CIT1's partner responded, evaluated, and placed a 5150 hold on him. AMR was delayed for about 75 minutes due to other priority calls, but eventually arrived and transported him.

**0015      Warrant      Via Real/Casitas Pass      [REDACTED]**

[REDACTED] was contacted and consented to a search of his person. While searching him, dispatch advised he had an outstanding misdemeanor warrant. Deputies began placing handcuffs on him, but he pulled away and attempted to flee. Control was maintained of one of his arms, so he was detained against the patrol unit. [REDACTED] was taken into custody for the warrant and resisting arrest. One of the charges on the warrant was resisting arrest by fleeing.

## Wednesday 7-10-24    0600-1800    Sgt. [REDACTED]

**0825      288(a) PC      4500 block Carpinteria Ave.      [REDACTED]**

Deputies took a report of a sexual assault against a 13-year-old female by a family member's boyfriend that occurred a few months ago.

**1100      242PC      1116 Casitas Pass-AMPM      [REDACTED]**

A juvenile stole a soda from AMPM and was confronted by an employee by the gas pumps. The juvenile dumped the contents of the can onto the employee's head, scratched her face and struck her several times.

**1142      5150      Dorrance      [REDACTED]**

Deputies located a suicidal subject. He was assessed by Behavior Wellness and was placed on a hold.

**1844      242/415(1)PC      Linhere Dr      24-7283      [REDACTED]**

Deputies responded to a report of a fight involving three males.

## Thursday 7-11-24    1800-0600 SD    [REDACTED]

**2306      065      5550 Carp Ave      [REDACTED]**

A male was seen fleeing the area of suspicious subjects to the rear of 1000 Concha Loma Dr. The male was found in front of Motel 6 and was found to have a No Bail juvenile warrant for his arrest. He was arrested and transported and booked into Santa Maria Juvenile Hall.

**0130      Missing Juv      Carp Ave/Linden Ave      [REDACTED]**

Deputies responded to a report of a juvenile runaway.

## Friday 7-12-24    1800-0600 SD    [REDACTED]

\*Patrol assisted with the Saint Joseph's Fair\*

**0106      23152(a)(b)VC      Santa Ynez Av/ Aragon Dr      [REDACTED]**

Deputies observed a vehicle swerving driving westbound on Carpinteria Avenue while having a taillight out. A traffic enforcement stop was conducted, and deputies contacted the driver, [REDACTED], who displayed objective symptomology of being under the influence of alcohol. SFST's were conducted and [REDACTED] was ultimately arrested for being in violation of 23152(a)(b) VC.

**0245      23152(a) VC      Linden Av/Ogan Rd      [REDACTED]**

Deputies responded to a single vehicle TC at the roundabout on Linden Av near Ogan Dr. Deputies contacted two males subjects and identified the driver as [REDACTED]. [REDACTED] displayed objective symptomology of being under the influence of alcohol. SFST were conducted and [REDACTED] was ultimately arrested for being in violation of 23152(a) VC.

**Saturday 7-13-24    1800-0600 SD      [REDACTED]**

\*Patrol assisted with the Saint Joseph's Fair\*

**2339      647(f)      1115 Casitas Pass Rd      [REDACTED]**

[REDACTED] crashed his E Bike into the rear of a parked truck in the McDonald parking lot. [REDACTED] was contacted and I observed he had slurred speech, a strong odor of alcohol coming from his breath, and his balance was unsteady. [REDACTED] was ultimately arrested and booked for being in violation of PC 647(f).

**0045      273.5 PC      4900 block Malibu Dr      [REDACTED]**

Deputies responded for a domestic

# MEMORANDUM



**Council Meeting Date:** July 22, 2024

**To:** Honorable Mayor and City Council

**From:** Michael Ramirez, City Manager

**Subject:** City Manager's Report

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## SENIOR SERVICES PROGRAMMING (AGEWELL)

Over 50 people have registered so far for AgeWell in our online Recreation Management System, RecDesk. Staff are assisting participants with registration as needed, borrowing laptops from the library to hold in-person registration sessions, setting up individual meetings, and helping over the phone. As a reminder, those who want to participate in AgeWell programming must be registered. To encourage registration, our AgeWell team is holding weekly drawings, with a grand prize at the end of the month!

## CITY EMPLOYEE UPDATES

### Recruitments

Below is a partial list of open recruitments and status. Additional information on City job openings is available online at <https://carpinteriaca.gov/city-hall/human-resources/>

- Environmental Program Specialist – Limited Term
  - Deadline for first review of application: August 4, 2024
  - Tentative interview date: August 13, 2024
- Management Analyst I – Limited Term
  - Closed on July 17, 2024.
  - Tentative interview date: July 30, 2024
- Aquatics Part-time Positions
  - Pool Lifeguard, Beach Lifeguard, and Swim/Water Polo Coach

## UPDATES ON CAPITAL IMPROVEMENT PROJECTS

No updates

## UPDATES ON DEVELOPMENT APPLICATIONS

No updates

## **OTHER CITY/COMMUNITY UPDATES**

### **Carpinteria Avenue Bridge Replacement Project**

The Federal Highway Administration formally authorized the City to proceed with the construction phase of the Carpinteria Avenue Bridge Replacement Project. The location of the project is Carpinteria Avenue Bridge over Carpinteria Creek, and the general scope of the work consists of removal and replacement of the bridge and restoration of the immediately adjacent areas of Carpinteria Creek. Federal-aid funds in amount of almost \$12.4M are secured from the Highway Bridge Program for the construction phase. Clearing and grubbing of vegetation is tentatively slated to start within September 2024 with the relocation of overhead utility facilities to start soon thereafter. A presentation by the project team will be conducted in the City Council Meeting of August 26, 2024. The presentation will show graphical renderings and a tentative construction schedule as well as provide a forum for questions and answers.

### **Legislative Position Letters**

At the June 10th City Council meeting, the Council requested that recent letters of support/opposition on various proposed legislation be posted on the City's website and social media. Staff created the City Council Legislative-Advocacy website at <https://carpinteriaca.gov/city-hall/city-council/legislative-advocacy/> where recent and future legislative position letters are available for the public to view.

### **Live Entertainment Noise Monitoring**

Code Compliance staff recently acquired a digital sound level meter and calibration device, and will be developing a monitoring plan to periodically measure sound levels associated with licensed live entertainment venues from surrounding areas. The collected sound measurements will be used to help better understand the extent to which live entertainment is audible from offsite locations, particularly within surrounding residential areas. The intention is to include the collected sound measurement findings in a future status report to the City Council concerning the ongoing refinement of live entertainment regulations.

### **Housing Element Implementation Status**

Advanced Planning staff continue to work towards implementation of various Housing Element Programs identified in the adopted 2023-2031 Housing Element Update, following the Implementation Plan described in Appendix E of the adopted Housing Element. Recent progress towards implementation includes, but is not limited to, preparation and submittal of the annual Housing Element Progress Report (April 2024); Planning Commission recommendation for approval of amendments to the City's Density Bonus regulations (June 2024); and City Council approval upon first reading of amendments to the City's Accessory Dwelling Unit (ADU) and Junior Accessory Dwelling Unit (JADU) regulations (July 2024).

Work remains ongoing on completing the necessary rezones to accommodate the City's anticipated shortfall of its Regional Housing Needs Assessment (RHNA) allocation. In May 2024, planning staff provided a briefing to the City Council on a planned phased approach to the rezone effort that would allow the City to more nimbly meet its immediate

Housing Element and RHNA obligations while still also considering additional candidate rezone sites to further increase potential future residential capacity as part of its already underway General Plan/Coastal Land Use Plan update. Staff anticipates bringing this item to the Planning Commission for initial feedback and recommendations in Fall of this year.

### **Independence Day Parade**

The Community Services Department had a wonderful turnout for the annual Independence Day Parade. Participants from AgeWell, Library, and many of our wonderful Junior Guards showed their town spirit!



**City of Carpinteria  
City Council Minutes  
Regular Meeting  
Monday, July 8, 2024**

**In-Person and Virtual**

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**CALL TO ORDER**

Mayor Clark called the meeting to order at 5:32 pm.

**ROLL CALL**

Councilmembers present:

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

Staff members present:

Michael Ramirez, City Manager  
Ryan Kintz, Assistant 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  
Jeanette Gant, Parks, Recreation & Community  
Services Director  
Nick Bobroff, Community Development Director  
Syndi Souter, Senior Planner  
John L. Ilasin, Public Works Director  
Megan Musolf, Assistant Planner  
Licette Maldonado, Administrative Services Director  
Teresa Ilasin, Management Analyst II

**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 July as Park and Recreation Month.

There was no public comment.

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to approve the Proclamation Designating July as Park and Recreation Month. Upon voice vote, the motion carried unanimously.

Mayor Clark and the City Council presented the Proclamation to Parks, Recreation and Community Services Department staff. Parks, Recreation and Community Services Director Gant provided remarks and a brief PowerPoint presentation.

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

Mayor Clark temporarily adjourned the meeting at 5:40 pm.

## **RECONVENE THE REGULAR MEETING OF THE CITY COUNCIL**

Mayor Clark reconvened the meeting at 6:00 pm.

## **PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS**

Lieutenant Butch Arnoldi with the Santa Barbara County Sheriff's Department provided an update on crime in the City and the Sheriff's response to fireworks during the July 4<sup>th</sup> holiday. Carpinteria-Summerland Fire Protection District Fire Marshall Mike LoMonaco reported on the District's response to fireworks during the July 4<sup>th</sup> holiday.

The Council discussed how the City could better coordinate efforts to minimize the amount of fireworks during the July 4<sup>th</sup> holiday and asked staff to be prepared to respond to fireworks at the beginning of the new calendar year. City Manager Ramirez responded that the City in the future could consider having Code Compliance staff work during the holiday or potentially using security as the City's eyes and ears to assist the Santa Barbara County Sheriff's Department and the Carpinteria-Summerland Fire Protection District in responding to fireworks.

## **CITY MANAGER'S REPORT**

- a. Senior Services Programming

City Manager Ramirez reported on AgeWell's new registration platform and an upcoming lecture series entitled "Perfect Party Planning on a Budget" on July 11<sup>th</sup> at the Veteran's Hall meeting room at 9:30 am.

b. City Employee Updates

See City Manager's Report.

c. Updates on Capital Improvement Projects

None.

d. Updates on Development Applications

See City Manager's Report.

e. Other City/Community Updates

City Manager Ramirez announced that Food Liaison owner Jason Rodriguez and his daughter Kennedy were available to present a check to the City for the purchase of bike racks that will be placed at the beach end of Ash Avenue for several weeks each summer to accommodate the large number of bikes belonging to participants in the Junior Lifeguard Program. The funds were raised with the support of the Food Liaison, Rincon Brewery and dozens of community donors. Special thanks to Carpinteria Unified School District and Superintendent Diana Rigby for lending and delivering several bike racks to be used until the new bike racks are delivered.

Jason and Kennedy Rodriguez, on behalf of the Food Liaison, presented a \$3,131.87 check to the City.

Legal Counsel Acos announced that the Nomination Period for the November 5, 2024 General Municipal Election will open Monday, July 15<sup>th</sup> at 8:00 am and close Wednesday, August 14, 2024 at 5:00 pm.

Speakers in-person: Mike Wondolowski, Jessica Snyder, and Rogelio Delgado

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to receive and file the City Manager's Report. Upon voice vote, the motion carried unanimously.

## **PLANNING COMMISSION ACTIONS**

Community Development Director Bobroff presented the Planning Commission Actions from its meeting of July 1, 2024.

There was no public comment.

## **PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA**

Speakers in-person: Delcie Feller, Eileen Marcussen, Stephen Marcussen, Jessica Snyder, Rogelio Delgado, Eileen Marcussen (again), and Delcie Feller (again)

Speakers via Zoom: Robin Karlsson

Emails distributed: Mike Wondolowski and Susan Mailheu

**CONSENT CALENDAR:**

Motion by Councilmember Lee, seconded by Councilmember Nomura, to approve the Consent Calendar Item Nos. 2 through 6.

Due to public comment and potential discussion, the City Council pulled Item Nos. 2 and 6 from the Consent Calendar.

Councilmember Lee modified the motion to approve the Consent Calendar Item Nos. 3 through 5. Councilmember Nomura seconded the modified motion.

There was no public comment on Consent Calendar Item Nos. 3 through 5.

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 modified motion carried unanimously.

3. Receive and file the Expenditures for the period beginning June 17, 2024 and ending June 28, 2024.
4. Receive and file the Monthly Treasurer's Report on Compliance with Statement of Safekeeping and Investment of Public Funds for May 2024
5. Authorize the City Manager to execute the First Amendment to a Vendor Agreement for reoccurring animal control services for the period from April 2, 2024 to April 1, 2025, for a not-to-exceed amount of \$24,000 for the one-year term of the Agreement. *(Requires a roll call vote.)*

The Council next heard pulled Consent Calendar Item No. 2.

2. Approve the minutes of the special joint meeting held June 18, 2024 and the regular meeting held June 24, 2024.

Speakers in-person: Patrick O'Connor

Architectural Review Boardmember O'Connor clarified his comments from the June 18<sup>th</sup> special joint meeting in that he wanted staff (not the developer) to calculate both ways of the density and lot coverage with and without those square footage areas that are not usable, such as the detention basin.

Motion by Councilmember Lee, seconded by Councilmember Nomura, to approve the minutes of the special joint meeting held June 18, 2024, with the modification as noted by Mr. O'Connor, and the regular meeting held June 24, 2024. Upon voice vote, the motion carried unanimously.

The Council heard pulled Consent Calendar Item No. 6.

6. Adopt Ordinance No. 778 (second reading), amending Carpinteria Municipal Code Chapter 8.52, Smoking Regulations. *(Requires a roll call vote.)*

Speakers in-person: Ivan Vega, Daniel Gonzalez, and Jose Martin

Speakers via Zoom: Javier Garnica, Ector Flores Garcia, and Metzli Reyes

Emails distributed: Yaneth Rodriguez, Liz Williams, and Cynthia Hallett

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to adopt Ordinance No. 778 (second reading), amending Carpinteria Municipal Code Chapter 8.52, Smoking Regulations. 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.

Mayor Clark recessed to a break at 7:22 pm and reconvened the meeting at 7:33 pm.

#### **ADMINISTRATIVE MATTERS:**

7. Review of home sales prices and adjusting the 2024 in-lieu affordable housing fee pursuant to Carpinteria Municipal Code Chapter 14.75, Inclusionary Housing Requirement, and, if desired, adopt Resolution No. 6337, as read by title only, adjusting the 2024 affordable housing in-lieu fees for condominiums and single-family dwellings.

Recommendation: Receive and file the report on the City's home sales prices for 2023 and adopt Resolution No. 6337 to adjust the 2024 affordable housing in-lieu fees for condominiums and single-family dwellings.

Senior Planner Souter presented the staff report and PowerPoint presentation.

There was no public comment.

There was consensus of the Council to direct staff to place on an upcoming agenda the formation of an ad hoc housing committee.

Motion by Councilmember Solórzano, seconded by Vice Mayor Alarcon, to receive and file the report on the City's home sales prices for 2023, and not adopt Resolution No. 6337, adjusting the 2024 affordable housing in-lieu fees for condominiums and single-family dwellings and direct staff to come back in a year with this item.

Councilmember Nomura suggested the motion be modified to have staff come back with this item at a later date as staff recommended.

Councilmember Solórzano modified the motion to receive and file the report on the City's home sales prices for 2023, and not adopt Resolution No. 6337, adjusting the 2024 affordable housing in-lieu fees for condominiums and single-family dwellings and direct staff to come back at a later date. Vice Mayor Alarcon seconded the modified motion. Upon voice vote, the modified motion carried unanimously.

8. Adoption of Resolution No. 6338, approving the recommendations of the Traffic Safety Committee.

Recommendation: Adopt Resolution No. 6338, approving the recommendations of the Traffic Safety Committee.

Public Works Director Ilasin provided the staff report and PowerPoint presentation.

There was no public comment.

Motion by Councilmember Lee, seconded by Councilmember Nomura, to adopt Resolution No. 6338, as read by title only. Upon voice vote, the motion carried unanimously.

9. Award Construction Contract for the Via Real Stormwater Project to Toro Enterprises, Inc. and Agreements for related Construction Management and Inspection, Testing, and Archeology and Native American Monitoring Services.

Recommendation: For the Via Real Stormwater Project: (1) Award a Construction Contract to Toro Enterprises, Inc. in the Total Bid amount of \$3,116,428; (2) Authorize the City Manager to execute an Agreement with Cannon Corporation for construction management and inspection services, not-to-exceed \$260,698; (3) Authorize the City Manager to execute an Agreement with Cotton Shires and Associates, Inc. for acceptance and materials testing services, not-to-exceed \$54,461; (4) Authorize the City Manager to execute an Agreement with Leftwich Archeology for archeological and Native American monitoring services, not-to-exceed \$109,120; and (5) Approve a budget appropriation of \$29,000 to the Capital Improvements Fund for the Fiscal Year 2024-25 Capital Improvements Program Budget. *(This motion requires a roll call vote.)*

Public Works Director Ilasin presented the staff report and PowerPoint presentation.

There was no public comment.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to (1) Award a Construction Contract to Toro Enterprises, Inc. in the Total Bid amount of \$3,116,428; (2) Authorize the City Manager to execute an Agreement with Cannon Corporation for construction management and inspection services, not-to-exceed \$260,698; (3) Authorize the City Manager to execute an Agreement with Cotton Shires and Associates, Inc. for acceptance and materials testing services, not-to-exceed \$54,461; (4) Authorize the City Manager to execute an Agreement with Leftwich Archeology for archeological and Native American monitoring services, not-to-exceed \$109,120; and (5) Approve a budget appropriation of \$33,000 to the Capital Improvements Fund for the Fiscal Year 2024-25 Capital Improvements Program Budget. 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.

10. Closeout of Carpinteria Skate Park Project.

Recommendation: Authorize the Mayor to sign the Closeout Agreement and Release of Claims for the Carpinteria Skate Park Project with Lash Construction, Inc. *(Requires a roll call vote.)*

Public Works Director Ilasin presented the staff report

There was no public comment.

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to authorize the Mayor to sign the Closeout Agreement and Release of Claims for the Carpinteria Skate Park Project with Lash Construction, Inc. 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.

11. Legislation Position Letter Opposing Assembly Bill 2557.

Recommendation: Consider and act on the draft letter of opposition concerning Assembly Bill 2557.

Legal Counsel Acos presented the staff report.

There was no public comment.

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to approve submittal of the letter of opposition concerning Assembly Bill 2557. Upon voice vote, the motion carried unanimously.

**PUBLIC HEARING:**

12. Hearing at the request of the City of Carpinteria: (1) Introduce and conduct first reading of Ordinance No. 785, an amendment to the City's Local Coastal Program that makes changes to Carpinteria Municipal Code, Title 14 – Zoning, by amending regulations concerning Accessory Dwelling Units and Junior Accessory Dwelling Units (Project No. 23-2231-LCPA/ORD); and (2) Adopt Resolution No. 6340 certifying that Ordinance No. 785 is intended to carry out the policies of the City's certified Local Coastal Program consistent with the California Coastal Act, and direct that the proposed Local Coastal Program Amendment be transmitted to the California Coastal Commission for certification.

Recommendation: (1) Approve, on first reading, Ordinance No. 785, as read by title only; and (2) Adopt Resolution No. 6340, as read by title only; and (3) Determine that Ordinance No. 785 is exempt from review under the California Environmental Quality Act (CEQA) pursuant to Public Resources Code Section 21080.17 and CEQA Guidelines Section 15303. *(Requires reading of ordinance title and a roll call vote.)*

Assistant Planner Musolf provided the staff report and PowerPoint presentation.

Mayor Clark opened the public hearing at 8:47 pm and being there was no public comment, closed the public hearing at 8:47 pm.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to approve Ordinance No. 785, as read by title only, adopt Resolution No. 6340, as read by title only, and approve the CEQA Notice of Exemption.

City Clerk Barrett read aloud the title of Ordinance No. 785 into the record.

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.

13. Ordinance No. 784, an Ordinance of the City Council of the City of Carpinteria, California, Amending Chapter 2.08 (City Manager) of Title 2 (Administration and Personnel) and Chapter 3.32 (Purchasing Systems) of Title 3 (Revenue and Finance) of the Carpinteria Municipal Code Regarding Purchasing System, and Resolution No. 6341, Approving and Adopting the City's Procurement Policy.

Recommendation: (1) Introduce and approve Ordinance No. 784, as read by title only, and continue the second reading of the ordinance for adoption to July 22, 2024; and (2) Approve and adopt Resolution No. 6341, the City's Procurement Policy. *(Requires reading of ordinance title and a roll call vote.)*

Administrative Services Director Maldonado presented the staff report.

Mayor Clark opened the public hearing at 9:00 pm and being there was no public comment, closed the public hearing at 9:00 pm.

Motion by Councilmember Lee, seconded by Councilmember Nomura, to (1) Approve and waive first reading of Ordinance No. 784, as read by title only, and continue the second reading for adoption to July 22, 2024, and (2) Adopt Resolution No. 6341, approving the City's Procurement Policy.

City Clerk Barrett read aloud the title of Ordinance No. 784 into the record.

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.

**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:**

14. Adopt Resolution No. 6339, combining and amending the Conditions of Employment for Miscellaneous Unrepresented and Management Personnel including amendments to classification, work schedules, compensation adjustments, leave, holidays and health benefits.

Recommendation: Adopt Resolution No. 6339, combining and amending the Conditions of Employment between the City of Carpinteria and Miscellaneous Unrepresented and Management Personnel, including amendments to classification, work schedules, compensation adjustments, leave, holidays, and health benefits for the period of July 1, 2024 – June 30, 2025, and authorize the City Manager to implement the changes retroactively to July 1, 2024.

Management Analyst II Ilasin and Assistant City Manager Kintz provided the staff report and PowerPoint presentation.

There was no public comment.

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to adopt Resolution No. 6339, as read by title only. Upon voice vote, the motion carried unanimously.

**LEGISLATIVE UPDATE:**

Legal Counsel Acos summarized Assembly Bill 3093.

**COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS**

Councilmember Solórzano reported on her attendance at the following:

- Ad Hoc Senior Services Committee met this morning and received updates on the AgeWell programming and future programming.
- Harbor Seals Advisory Committee met on June 26<sup>th</sup> and discussed usage of a Marine Mammal Protection Act sign and received updates from the ad hoc data collection and ad hoc survey sub committees.

Vice Mayor Alarcon suggested a future agenda item to provide a status update to the Council on the Diversity, Equity, and Inclusion (DEI) efforts the City is working on. City Manager Ramirez responded that the DEI consultant is currently working with the City's DEI group to focus on internal policies and that he could update the Council at a future meeting under the City Manager's Report to report on the work that the consultant has completed as part of their scope and the remaining work and timeline.

#### **ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS**

All Councilmembers are expected to be in attendance at the July 22<sup>nd</sup> Council meeting.

#### **ADJOURNMENT**

Mayor Clark adjourned the meeting at 9:38 pm.

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Al Clark, Mayor

ATTEST:

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Brian C. Barrett, CMC, CPMC  
City Clerk



# City of Carpinteria

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## **COUNCIL AGENDA STAFF REPORT July 22, 2024**

### **ITEM FOR COUNCIL CONSIDERATION**

Expenditures for the period beginning July 1, 2024 and ending July 12, 2024.

### **STAFF RECOMMENDATION**

Receive and file Warrant Register for the period of July 1, 2024, through July 12, 2024, pursuant to Carpinteria Municipal Code 2.08.150(F).

### **DISCUSSION**

As part of each regular City Council agenda, a list of all checks (Attachment A) 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 July 1, 2024 and ending July 12, 2024.

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



Signature

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



Signature

Reviewed by: Ryan Kintz, Assistant City Manager  
(805) 755-4400, [ryank@carpinteriaca.gov](mailto:ryank@carpinteriaca.gov)



Signature

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



Signature

ATTACHMENT A



# Warrant Register

Carpinteria, CA

Date Range: 07/01/2024 - 07/12/2024

Vendor Number

Payable #

Bank Code: AP Bank-AP Bank

Payment Type: Regular

Vendor Name

Payable Type

Payable Description

Payment Date

Payment Amount

Number

|                             |                                                |            |        |
|-----------------------------|------------------------------------------------|------------|--------|
| JOHNSTONE SUPPLY            | 07/08/2024                                     | (155.68)   | 103885 |
| AMAZON CAPITAL SERVICES INC | 07/03/2024                                     | 1,463.57   | 103901 |
| Invoice                     | BOOKS FOR LIBRARY                              |            |        |
| Invoice                     | SUPPLIES & MATERIALS FOR LIBRARY               |            |        |
| Credit Memo                 | BOOKS FOR LIBRARY                              |            |        |
| Invoice                     | BOOKS FOR LIBRARY                              |            |        |
| Invoice                     | BOOKS FOR LIBRARY                              |            |        |
| Invoice                     | BROCHURE HOLDER FOR LIBRARY                    |            |        |
| Invoice                     | BOOKS FOR LIBRARY                              |            |        |
| Credit Memo                 | BOOKS FOR LIBRARY                              |            |        |
| Invoice                     | BOOKS FOR LIBRARY                              |            |        |
| Invoice                     | BOOKS FOR LIBRARY                              |            |        |
| Invoice                     | BOOKS FOR LIBRARY                              |            |        |
| Invoice                     | BOOKS FOR LIBRARY                              |            |        |
| Invoice                     | BOOKS FOR LIBRARY                              |            |        |
| Invoice                     | BOOKS FOR LIBRARY                              |            |        |
| Invoice                     | COPY PAPER FOR LIBRARY                         |            |        |
| B.E.A.C.O.N.                | 07/03/2024                                     | 28,842.00  | 103902 |
| Invoice                     | FY 24-25 BEACON MEMBERSHIP                     |            |        |
| CALIFORNIA JPIA             | 07/03/2024                                     | 510,570.00 | 103903 |
| Invoice                     | FY24-25 WORKERS COMPENSATION LIABILITY POLICY  |            |        |
| Invoice                     | FY24-25 ALL RISK PROPERTY INSURANCE POLICY     |            |        |
| CANNON                      | 07/03/2024                                     | 2,028.50   | 103904 |
| Invoice                     | MAY24 VENOCO PIPELINE ABANDONMENT              |            |        |
| Invoice                     | MAY24 2022 PAVEMENT REHABILITATION             |            |        |
| EMPATHIA PACIFIC INC        | 07/03/2024                                     | 600.00     | 103905 |
| Invoice                     | JULY24-SEP24 EAP SERVICES                      |            |        |
| EQUITY PRAXIS GROUP LLC     | 07/03/2024                                     | 29,028.00  | 103906 |
| Invoice                     | JUN24 DEIJ CONSULTING & TRAINING SERVICES      |            |        |
| FEDEX                       | 07/03/2024                                     | 85.93      | 103907 |
| Invoice                     | SHIPPING FEES FOR PLANNING JUN24               |            |        |
| FILIPPIN ENGINEERING INC.   | 07/03/2024                                     | 15,296.25  | 103908 |
| Invoice                     | APR24 2022 PAVEMENT REHABILITATION PROJECT     |            |        |
| Invoice                     | MAY24 2022 PAVEMENT REHABILITATION PROJECT     |            |        |
| ICMA MEMBERSHIP RENEWALS    | 07/03/2024                                     | 1,200.00   | 103909 |
| Invoice                     | FY24-25 ICMA MEMBERSHIP RENEWAL FEE M. RAMIREZ |            |        |
| JAYNE DIAZ                  | 07/03/2024                                     | 712.14     | 103910 |
| Invoice                     | JUL24 MEDICAL REIMBURSEMENT                    |            |        |
| LARRY DRIGGERS              | 07/03/2024                                     | 712.14     | 103911 |
| Invoice                     | JUL24 MEDICAL REIMBURSEMENT                    |            |        |
| LIN CONSULTING INC.         | 07/03/2024                                     | 1,361.92   | 103912 |
| Invoice                     | MAY24 ENGINEERING CARP & PALM AVE INTERSECTION |            |        |
| LUCE PUPPET COMPANY         | 07/03/2024                                     | 350.00     | 103913 |
| Invoice                     | PUPPET SHOW FOR SUMMER READING PROGRAM         |            |        |
| MARY ANN COLSON             | 07/03/2024                                     | 712.14     | 103914 |
| Invoice                     | JUL24 MEDICAL REIMBURSEMENT                    |            |        |

|                                 |                                                                                                        |                  |
|---------------------------------|--------------------------------------------------------------------------------------------------------|------------------|
| <a href="#">INV0024</a>         | MICHAEL LAZARO DBA CARPINTERIA EVENTS 07/03/2024<br>Invoice INDEPENDENCE DAY PARADE JULY 2024          | 8,500.00 103915  |
| <a href="#">200006700</a>       | MISAC 07/03/2024<br>Invoice SEP24 MISAC CONFERENCE FEE G. PUNSALAN                                     | 805.00 103916    |
| <a href="#">300005415</a>       | Invoice SOUTHERN CHAPTER FULL MEMBER SUBSCRIPTION                                                      |                  |
| <a href="#">521803089</a>       | MISSION UNIFORM SERVICE 07/03/2024<br>Invoice TOWEL & MAT REPLACEMENT AT LIBRARY 6/17/24               | 31.84 103917     |
| <a href="#">49688</a>           | NEW BEGINNINGS COUNSELING CENTER 07/03/2024<br>Invoice MAY24 SAFE PARKING PROGRAM                      | 3,537.09 103918  |
| <a href="#">01352CO24171114</a> | OVERDRIVE INC. 07/03/2024<br>Invoice JUN24 EBOOK/AUDIOBOOK FOR LIBRARY                                 | 721.52 103919    |
| <a href="#">01352DA24172058</a> | Invoice JUN24 EBOOK/AUDIOBOOK FOR LIBRARY                                                              |                  |
| <a href="#">01352DA24172059</a> | Invoice JUN24 EBOOK/AUDIOBOOK FOR LIBRARY                                                              |                  |
| <a href="#">01352DA24185175</a> | Invoice JUN24 EBOOK/AUDIOBOOK FOR LIBRARY                                                              |                  |
| <a href="#">01352DA24185176</a> | Invoice JUN24 EBOOK/AUDIOBOOK FOR LIBRARY                                                              |                  |
| <a href="#">INV0005880</a>      | PARADISE CHEVROLET 07/03/2024<br>Invoice PARADISE CHEVROLET / 2024 SILVERADO 2500 TRUCK                | 76,058.32 103920 |
| <a href="#">2911-01-0524</a>    | RRM DESIGN GROUP 07/03/2024<br>Invoice MAY24 FRANKLIN CREEK TRAIL IMPROVEMENT                          | 7,182.50 103921  |
| <a href="#">1386</a>            | TWO TRUMPETS COMMUNICATIONS 07/03/2024<br>Invoice MAY24 COMMUNICATIONS SERVICES                        | 5,550.00 103922  |
| <a href="#">6126875</a>         | UNIQUE MANAGEMENT SERVICES INC 07/03/2024<br>Invoice MAY24 LOST LIBRARY BOOKS                          | 65.00 103923     |
| <a href="#">98023233</a>        | WEX BANK (76) 07/03/2024<br>Invoice JUN24 FUEL FOR CITY VEHICLES                                       | 249.01 103924    |
| <a href="#">97783258</a>        | WEX BANK (CHEVRON) 07/03/2024<br>Invoice JUN24 FUEL FOR CITY VEHICLES                                  | 1,214.56 103925  |
| <a href="#">161026</a>          | ADVANTAGE TELECOM 07/11/2024<br>Invoice JUL24 EMERGENCY PHONE LINE SERVICES                            | 69.99 103926     |
| <a href="#">Q2 APR-JUN 2024</a> | AJA FORNER 07/11/2024<br>Invoice LIBRARY ADVISORY COMMISSION STIPEND APR-JUN 2024                      | 90.00 103927     |
| <a href="#">6/30/24</a>         | ALICE WISSING 07/11/2024<br>Invoice MUNUTES FOR PLANNING COMMISSION MEETING 6/3/24                     | 520.00 103928    |
| <a href="#">30942</a>           | ALL LANGUAGES INTERPRETING & TRANSLATIN 07/11/2024<br>Invoice 2 SPANISH INTERPRETERS FOR CC MTGS JUN24 | 2,575.00 103929  |
| <a href="#">117F-Y4RP-XRVR</a>  | AMAZON CAPITAL SERVICES INC 07/11/2024<br>Invoice ZIP BOOKS-R. ALEXANDER                               | 980.90 103930    |
| <a href="#">11R4-JQTY-1PFV</a>  | Invoice ZIP BOOKS-B. WARNER                                                                            |                  |
| <a href="#">13JV-3M6T-4WQ1</a>  | Invoice ZIP BOOKS-R. MASCITELLI                                                                        |                  |
| <a href="#">14P6-MJHM-XH13</a>  | Invoice ZIP BOOKS-D. MCGUIRE                                                                           |                  |
| <a href="#">14TC-CTH6-9T1M</a>  | Invoice BOOKS FOR LIBRARY                                                                              |                  |
| <a href="#">1611-TNQ7-3JTV</a>  | Invoice BOOKS FOR LIBRARY                                                                              |                  |
| <a href="#">1611-TNQ7-FDTH</a>  | Invoice ZIP BOOKS-D. MAUHARDT                                                                          |                  |
| <a href="#">16JW-Y9VY-DN7Q</a>  | Invoice ZIP BOOKS-J. SMART                                                                             |                  |
| <a href="#">171Y-JKT9-FNRT</a>  | Invoice ZIP BOOKS-J.BLACKMAN                                                                           |                  |
| <a href="#">17ND-7Y4H-C6D7</a>  | Invoice ZIP BOOKS-L. MONTEJANO                                                                         |                  |
| <a href="#">19JR-M1LD-C4G7</a>  | Invoice ZIP BOOKS-K. SCHROEDER                                                                         |                  |
| <a href="#">1CGC-PWJ9-1R4J</a>  | Invoice ZIP BOOKS-K. FULLER                                                                            |                  |
| <a href="#">1GHQ-MQJV-VFXK</a>  | Invoice 3 RING BINDERS FOR LIBRARY                                                                     |                  |
| <a href="#">1GHQ-MQJV-W6C1</a>  | Invoice WORD SPELLING GAMES FOR LIBRARY                                                                |                  |
| <a href="#">1GHQ-MQJV-W9M9</a>  | Invoice BOOKS FOR LIBRARY                                                                              |                  |
| <a href="#">1H1K-RCDH-DT4R</a>  | Invoice BOOKS FOR LIBRARY                                                                              |                  |
| <a href="#">1HGD-KLTL-97GJ</a>  | Credit Memo BOOKS FOR LIBRARY                                                                          |                  |
| <a href="#">1HK9-6M7K-1YC9</a>  | Credit Memo 3 RING BINDERS FOR LIBRARY                                                                 |                  |
| <a href="#">1HK9-6M7K-FQVM</a>  | Invoice BOOKS FOR LIBRARY                                                                              |                  |
| <a href="#">1KF7-9TP1-RLNQ</a>  | Invoice CRAFT SUPPLIES FOR LIBRARY                                                                     |                  |
| <a href="#">1KQL-Q3JM-CDF3</a>  | Invoice ZIP BOOKS-R. RICARD                                                                            |                  |

|                                         |                                      |                                                    |           |        |  |
|-----------------------------------------|--------------------------------------|----------------------------------------------------|-----------|--------|--|
| <a href="#">1PJX-K3TP-3KFW</a>          | Invoice                              | BOOKS FOR LIBRARY                                  |           |        |  |
| <a href="#">1V9Y-QMDQ-T4R9</a>          | Invoice                              | VINTAGE DRESS FOR LIBRARY                          |           |        |  |
| <a href="#">1V9Y-QMDQ-TNYC</a>          | Invoice                              | BINOCULARS FOR LIBRARY                             |           |        |  |
| <a href="#">1VTR-J16N-69HQ</a>          | Invoice                              | ZIP BOOKS-G. MILLER                                |           |        |  |
| <a href="#">1VTR-J16N-D7GK</a>          | Invoice                              | RING TOSS,BUBBLES, AND CHALK FOR LIBRARY           |           |        |  |
| <a href="#">1W11-PNIX-3GJX</a>          | Invoice                              | BOOKS FOR LIBRARY                                  |           |        |  |
| <a href="#">1WG4-HTXY-9MCF</a>          | Credit Memo                          | BOOKS FOR LIBRARY                                  |           |        |  |
| <a href="#">1WG4-HTXY-CK4P</a>          | Invoice                              | BOOKS FOR LIBRARY                                  |           |        |  |
| <a href="#">1WPL-PGDR-G4QV</a>          | Credit Memo                          | BOOKS FOR LIBRARY                                  |           |        |  |
| <a href="#">1YCG-9PTY-CQTP</a>          | Invoice                              | HARVESTER ANTS FOR LIBRARY PROGRAM                 |           |        |  |
| <a href="#">1YXN-NDD3-FFL9</a>          | Invoice                              | BOOKS FOR LIBRARY                                  |           |        |  |
|                                         | **Void**                             | 07/11/2024                                         | -         | 103931 |  |
|                                         | **Void**                             | 07/11/2024                                         | -         | 103932 |  |
|                                         | AMBER KAPLAN                         | 07/11/2024                                         | 60.00     | 103933 |  |
| <a href="#">Q2 APR-JUN 2024</a>         | Invoice                              | LIBRARY COMMISSION STIPEND APR-JUN 2024            |           |        |  |
|                                         | AMY BLAKEMORE                        | 07/11/2024                                         | 100.00    | 103934 |  |
| <a href="#">Q2 APR-JUN 2024</a>         | Invoice                              | ARCHITECTURAL REVIEW BOARD MEETINGS APR-JUN 2024   |           |        |  |
|                                         | ANDREA ADAMS-MORDEN                  | 07/11/2024                                         | 950.00    | 103935 |  |
| <a href="#">2401</a>                    | Invoice                              | JAN-APR 24 PARK RESTORATIONS                       |           |        |  |
|                                         | A-OK POWER EQUIPMENT                 | 07/11/2024                                         | 304.40    | 103936 |  |
| <a href="#">791200</a>                  | Invoice                              | WEED WACKER LINE FOR SHOP                          |           |        |  |
|                                         | BIE & BIE PRODUCTIONS INC            | 07/11/2024                                         | 500.00    | 103937 |  |
| <a href="#">408</a>                     | Invoice                              | DTBAB DOWNTOWN T - MERCHANTS MAP - JUNE 2024       |           |        |  |
|                                         | BLUESTUDIO INC                       | 07/11/2024                                         | 1,445.00  | 103938 |  |
| <a href="#">1437</a>                    | Invoice                              | PROFESSIONAL SERVICES-LINDEN S DESIGN THRU 6/15/24 |           |        |  |
|                                         | BRAD STEIN                           | 07/11/2024                                         | 100.00    | 103939 |  |
| <a href="#">Q2 APR-JUN 2024</a>         | Invoice                              | ARCHITECTURAL REVIEW BOARD MEETINGS APR-JUN 2024   |           |        |  |
|                                         | BROWNSTEIN HYATT FARBER SCHRECK      | 07/11/2024                                         | 64,998.50 | 103940 |  |
| <a href="#">987879</a>                  | Invoice                              | PROFESSIONAL LEGAL SERVICES THROUGH 4/30/24        |           |        |  |
| <a href="#">987941</a>                  | Invoice                              | PROFESSIONAL LEGAL SERVICES THROUGH 4/30/24        |           |        |  |
| <a href="#">987942</a>                  | Invoice                              | PROFESSIONAL LEGAL SERVICES THROUGH 4/30/24        |           |        |  |
| <a href="#">987943</a>                  | Invoice                              | PROFESSIONAL LEGAL SERVICES THROUGH 4/30/24        |           |        |  |
| <a href="#">987944</a>                  | Invoice                              | PROFESSIONAL LEGAL SERVICES THROUGH 4/30/24        |           |        |  |
| <a href="#">987945</a>                  | Invoice                              | PROFESSIONAL LEGAL SERVICES THROUGH 4/30/24        |           |        |  |
|                                         | BUREAU VERITAS NORTH AMERICA INC     | 07/11/2024                                         | 6,075.49  | 103941 |  |
| <a href="#">RI 24024654-</a>            | Invoice                              | MAY24 PLAN CHECK SERVICES                          |           |        |  |
|                                         | CARPINTERIA CHILDREN'S PROJECT       | 07/11/2024                                         | 10,000.00 | 103942 |  |
| <a href="#">FY23-24 GRANT</a>           | Invoice                              | FY23-24 COMMUNITY SERVICES SUPPORT GRANT           |           |        |  |
|                                         | CARPINTERIA COMMUNITY THEATRE        | 07/11/2024                                         | 9,750.00  | 103943 |  |
| <a href="#">FY23-24 GRANT</a>           | Invoice                              | FY23-24 COMMUNITY SERVICES SUPPORT GRANT           |           |        |  |
|                                         | CARPINTERIA EDUCATION FOUNDATION     | 07/11/2024                                         | 2,500.00  | 103944 |  |
| <a href="#">FY23-24 GRANT</a>           | Invoice                              | FY23-24 COMMUNITY SERVICES SUPPORT GRANT           |           |        |  |
|                                         | CARPINTERIA VALLEY LUMBER CO         | 07/11/2024                                         | 72.14     | 103945 |  |
| <a href="#">538478</a>                  | Invoice                              | NAIL PULLER FOR FENCE                              |           |        |  |
| <a href="#">540101</a>                  | Invoice                              | SAFTEY EQUIPMENT FOR R. ESTRADA                    |           |        |  |
| <a href="#">540252</a>                  | Invoice                              | MATERIAL FOR BEACH PLATFORM                        |           |        |  |
|                                         | CARPINTERIA VALLEY WATER DISTRICT    | 07/11/2024                                         | 20,176.55 | 103946 |  |
| <a href="#">CARP CITY JUN24 SERVICE</a> | Invoice                              | JUN24-WATER FOR MULTIPLE LOCATIONS                 |           |        |  |
|                                         | CLEAN HARBORS ENVIRONMENTAL SERVICES | 07/11/2024                                         | 34,036.54 | 103947 |  |
| <a href="#">1005060725</a>              | Invoice                              | BATTERY PACKING & UW SHIPMENT 5/4/24               |           |        |  |
|                                         | COASTAL VIEW NEWS                    | 07/11/2024                                         | 1,953.00  | 103948 |  |
| <a href="#">61102</a>                   | Invoice                              | HOUSEHOLD HAZARDOUS WASTE DAY AD 4/18/24           |           |        |  |
| <a href="#">61340</a>                   | Invoice                              | ABOP AD 6/13/24                                    |           |        |  |
| <a href="#">61346</a>                   | Invoice                              | SMOKING ORDINANCE NO.778 AD 6/20/24                |           |        |  |
| <a href="#">61347</a>                   | Invoice                              | PLANNING COMMISSION AD 6/20/24                     |           |        |  |
| <a href="#">61348</a>                   | Invoice                              | ORDINANCE NO785 ADU'S & JADU'S AD 6/20/24          |           |        |  |

|                                             |                                       |                                                   |          |        |
|---------------------------------------------|---------------------------------------|---------------------------------------------------|----------|--------|
| <a href="#">61379</a>                       | Invoice                               | HOST AD 6/27/24                                   |          |        |
| <a href="#">61387</a>                       | Invoice                               | SUMMARY OF ADOPTED ORDINANCE AD 6/27/24           |          |        |
| <a href="#">61388</a>                       | Invoice                               | SUMMARY OF PROP ORDINANCE AD 6/27/24              |          |        |
|                                             | COX BUSINESS                          | 07/11/2024                                        | 781.33   | 103949 |
| <a href="#">JUL24 001 3011 022093901</a>    | Invoice                               | JUL24 CITY HALL INTERNET-PHONE SERVICE            |          |        |
| <a href="#">JUL24 001 3011 028030701</a>    | Invoice                               | JUL24 POOL & GARDEN INTERNET-PHONE SERVICE        |          |        |
|                                             | DANIELLE MANRIQUEZ-OSBORN             | 07/11/2024                                        | 90.00    | 103950 |
| <a href="#">Q2 APR-JUN 2024</a>             | Invoice                               | LIBRARY ADVISORY COMMISSION STIPEND APR-JUN 2024  |          |        |
|                                             | DAVID ALLEN                           | 07/11/2024                                        | 120.00   | 103951 |
| <a href="#">Q2 APR-JUN 2024</a>             | Invoice                               | PLANNING COMMISSION MEETINGS APR-JUN2 2024        |          |        |
|                                             | DEWBERRY ENGINEERS INC.               | 07/11/2024                                        | 369.86   | 103952 |
| <a href="#">22411571</a>                    | Invoice                               | APR-MAY24 CARPINTERIA AVENUE BRIDGE REPLACEMENT   |          |        |
|                                             | EVERSHADE EXTERIOR CLEANING SOLUTIONS | 07/11/2024                                        | 475.00   | 103953 |
| <a href="#">10849</a>                       | Invoice                               | JUN24 CLEANING OF TRASH CANS AT CARP & LINDEN AVE |          |        |
|                                             | FRONTIER COMMUNICATIONS               | 07/11/2024                                        | 221.38   | 103954 |
| <a href="#">JUL24 209-188-2500-061589-5</a> | Invoice                               | JUL24 PHONE & INTERNET - LG TOWER                 |          |        |
| <a href="#">JUL24 805-566-3374-042524-5</a> | Invoice                               | JUL24 PHONE & INTERNET - BOATHOUSE                |          |        |
|                                             | GLENN D LA FEVERS                     | 07/11/2024                                        | 180.00   | 103955 |
| <a href="#">Q2 APR-JUN 2024</a>             | Invoice                               | PLANNING COMMISSION MEETINGS APR-JUN 2024         |          |        |
|                                             | GLYNN BIRDWELL                        | 07/11/2024                                        | 90.00    | 103956 |
| <a href="#">Q2 APR-JUN 2024</a>             | Invoice                               | LIBRARY ADVISORY COMMISSION STPEND APR-JUN 2024   |          |        |
|                                             | HDL SOFTWARE LLC                      | 07/11/2024                                        | 975.81   | 103957 |
| <a href="#">SIN039863</a>                   | Invoice                               | APR-JUN24 CONTRACTED SERVICES                     |          |        |
|                                             | IMPULSE ADVANCE COMMUNICATIONS        | 07/11/2024                                        | 1,570.26 | 103958 |
| <a href="#">121124</a>                      | Invoice                               | JUL24 PHONE SERVICES                              |          |        |
|                                             | JACK'S BISTRO                         | 07/11/2024                                        | 941.76   | 103959 |
| <a href="#">INV0005888</a>                  | Invoice                               | ALL HANDS STAFF MEETING 7/11/24                   |          |        |
|                                             | JANE L BENEFIELD                      | 07/11/2024                                        | 120.00   | 103960 |
| <a href="#">Q2 APR-JUN 2024</a>             | Invoice                               | PLANNING COMMISSION MEETINGS APR-JUN 2024         |          |        |
|                                             | JOHN MOYER                            | 07/11/2024                                        | 180.00   | 103961 |
| <a href="#">Q2 APR-JUN 2024</a>             | Invoice                               | PLANNING COMMISSION MEETINGS APR-JUN 2024         |          |        |
|                                             | KANOPY                                | 07/11/2024                                        | 95.00    | 103962 |
| <a href="#">407175 - PPU</a>                | Invoice                               | JUN24 LIBRARY VIDEOS                              |          |        |
|                                             | KATHERINE SALANT                      | 07/11/2024                                        | 120.00   | 103963 |
| <a href="#">Q2 APR-JUN 2024</a>             | Invoice                               | PLANNING COMMISSION MEETINGS APR-JUN 2024         |          |        |
|                                             | LARRY NIMMER                          | 07/11/2024                                        | 1,000.00 | 103964 |
| <a href="#">062524</a>                      | Invoice                               | VIDEO PROMOTION FOR DOWNTOWN T                    |          |        |
|                                             | MARGARET CONNORS                      | 07/11/2024                                        | 30.00    | 103965 |
| <a href="#">Q2 APR-JUN 2024</a>             | Invoice                               | LIBRARY ADVISORY COMMISSION STIPEND APR-JUN 2024  |          |        |
|                                             | NEW PIG CORPORATION                   | 07/11/2024                                        | 499.83   | 103966 |
| <a href="#">4321001-00</a>                  | Invoice                               | PIG HAZMAT SPILL KIT                              |          |        |
|                                             | PATRICK O'CONNOR                      | 07/11/2024                                        | 100.00   | 103967 |
| <a href="#">Q2 APR-JUN 2024</a>             | Invoice                               | ARCHITECTURAL REVIEW BOARD MEETINGS APR-JUN 2024  |          |        |
|                                             | QUADIENT FINANCE USA INC              | 07/11/2024                                        | 500.00   | 103968 |
| <a href="#">JUN24 7900 0440 8110 0954</a>   | Invoice                               | POSTAGE FOR CITY HALL 6/27/24                     |          |        |
|                                             | RICHARD A LITTLE                      | 07/11/2024                                        | 100.00   | 103969 |
| <a href="#">Q2 APR-JUN 2024</a>             | Invoice                               | ARCHITECTURAL REVIEW BOARD MEETINGS APR-JUN 2024  |          |        |
|                                             | RICHARD E JOHNSON                     | 07/11/2024                                        | 100.00   | 103970 |
| <a href="#">Q2 APR-JUN 2024</a>             | Invoice                               | ARCHITECTURAL REVIEW BOARD MEETINGS APR-JUN 2024  |          |        |
|                                             | ROCKWELL PRINTING                     | 07/11/2024                                        | 1,416.10 | 103971 |
| <a href="#">44649</a>                       | Invoice                               | BUSINESS CARDS FOR J. GANT & J. JENKINS           |          |        |
| <a href="#">44704</a>                       | Invoice                               | DOWNTOWN T MAP PRINTING TRIFOLD                   |          |        |

|                                      |         |                                                      |           |            |
|--------------------------------------|---------|------------------------------------------------------|-----------|------------|
| <a href="#">44744</a>                | Invoice | COROLPLAST SIGNS                                     |           |            |
|                                      |         | ROGERS ANDERSON MALODY & SCOTT LLP (RAI 07/11/2024   | 9,000.00  | 103972     |
| <a href="#">75504</a>                | Invoice | FY 23-24 AUDIT SERVICES PROGRESS BILLING             |           |            |
|                                      |         | SANSUM CLINIC 07/11/2024                             | 78.00     | 103973     |
| <a href="#">79631</a>                | Invoice | PRE-SCREENING FOR LIFEGUARD 6/3/24                   |           |            |
|                                      |         | SANTA BARBARA CO. DEPT OF SOCIAL SERVICES 07/11/2024 | 3,565.00  | 103974     |
| <a href="#">209</a>                  | Invoice | FY21-22 CONTRIBUTION TOWARDS SB COUNTY HELPLINE      |           |            |
|                                      |         | SANTA BARBARA COUNTY CLERK OF THE BOARD 07/11/2024   | 50.00     | 103975     |
| <a href="#">INV0005890</a>           | Invoice | CEQA NOTICE OF EXEMPTION FILING FEE 23-2251-CUP/CD   |           |            |
|                                      |         | SANTA BARBARA COUNTY PUBLIC HEALTH DEPT 07/11/2024   | 5,306.00  | 103976     |
| <a href="#">07/02/2024</a>           | Invoice | FY25 MANAGEMENT OF TOBACCO RETAILER PROGRAM          |           |            |
|                                      |         | SITEONE LANDSCAPE SUPPLY (ALL AROUND) 07/11/2024     | 69.02     | 103977     |
| <a href="#">143415525-001</a>        | Invoice | SUPPLIES TO REPAIR WATER LEAK AT MONTE VISTA PARK    |           |            |
|                                      |         | SO CA EDISON 07/11/2024                              | 9,874.38  | 103978     |
| <a href="#">JUN24 700201069122</a>   | Invoice | JUN24 ELECTRICITY-101 ASH AVE                        |           |            |
| <a href="#">JUN24 700230547624</a>   | Invoice | JUN24 ELECTRICITY-5103 CARPINTERIA AVE               |           |            |
| <a href="#">JUN24 700247140684</a>   | Invoice | JUN24 ELECTRICITY-1 CARPINTERIA TC1                  |           |            |
| <a href="#">JUN24 700264659490</a>   | Invoice | JUN24 ELECTRICITY-1115 LINDEN AVE B PED              |           |            |
| <a href="#">JUN24 700274833982</a>   | Invoice | JUN24 ELECTRICITY-901 CACTUS LN EV EV                |           |            |
| <a href="#">JUN24 700291369452</a>   | Invoice | JUN24 ELECTRICITY-MULTIPLE LOCATIONS                 |           |            |
| <a href="#">JUN24 700477662295</a>   | Invoice | JUN24 ELECTRICITY-901 CATUS LN LGHT LGHT             |           |            |
| <a href="#">JUN24 700525378417</a>   | Invoice | JUN24 ELECTRICITY-931 WALNUT AVE & 4851 5TH ST       |           |            |
| <a href="#">JUN24 700827356389</a>   | Invoice | JUN24 ELECTRICITY-CARP & PALM AVE                    |           |            |
|                                      |         | SO CAL GAS 07/11/2024                                | 1,730.72  | 103979     |
| <a href="#">JUL24 006 514 2700 7</a> | Invoice | NATURAL GAS 5305 CARPINTERIA AVE (POOL)              |           |            |
| <a href="#">JUL24 016 913 9500 6</a> | Invoice | NATURAL GAS 5775 CARPINTERIA AVE (CITY HALL)         |           |            |
| <a href="#">JUL24 140 914 3084 4</a> | Invoice | NATURAL GAS 941 WALNUT AVE (VETS HALL)               |           |            |
| <a href="#">JUN24 014 914 3239 7</a> | Invoice | NATURAL GAS 5103 CARPINTERIA AVE                     |           |            |
|                                      |         | SOLID WASTE SOLUTIONS INC 07/11/2024                 | 1,674.60  | 103980     |
| <a href="#">215</a>                  | Invoice | JUN24 WASTEWATER PROFESSIONAL SERVICES               |           |            |
|                                      |         | STAPLES ADVANTAGE 07/11/2024                         | 334.48    | 103981     |
| <a href="#">6004977037</a>           | Invoice | ENVELOPES & TONER                                    |           |            |
|                                      |         | THE WHARF 07/11/2024                                 | 182.00    | 103982     |
| <a href="#">243017</a>               | Invoice | SAFETY EQUIPMENT FOR D. HUFF                         |           |            |
|                                      |         | TRI-CO REPROGRAPHICS 07/11/2024                      | 38.45     | 103983     |
| <a href="#">202535</a>               | Invoice | SCANNING LARGE FORMAT, FILE RENAME 6/19/24           |           |            |
| <a href="#">203044</a>               | Invoice | SCANNING SMALL FORMAT, FILE RENAME 6/27/24           |           |            |
| <a href="#">203045</a>               | Invoice | SCANNING SMALL FORMAT, FILE RENAME 6/27/24           |           |            |
|                                      |         | WAXIE SANITARY SUPPLY 07/11/2024                     | 637.54    | 103984     |
| <a href="#">82531066</a>             | Invoice | BATH TISSUE & DOG BAGS FOR CITY HALL & ALL PARKS     |           |            |
|                                      |         | WESTERN EXTERMINATOR COMPANY 07/11/2024              | 82.05     | 103985     |
| <a href="#">61726035</a>             | Invoice | JUN24 PEST CONTROL AT VETS HALL 6/3/24               |           |            |
|                                      |         | MISSIONSQUARE 07/11/2024                             | 12,731.34 | 103986     |
| <a href="#">INV0005892</a>           | Invoice | MISSIONSQUARE Employee Contributions                 |           |            |
| <a href="#">INV0005893</a>           | Invoice | Deferred Compensation Contribution-Part Time Emp     |           |            |
| <a href="#">INV0005894</a>           | Invoice | MissionSquareEmployee Contributions                  |           |            |
| <a href="#">INV0005895</a>           | Invoice | MISSIONSQUARE Employee Contributions                 |           |            |
|                                      |         | SEIU LOCAL 620 07/11/2024                            | 261.12    | 103987     |
| <a href="#">INV0005896</a>           | Invoice | Employee Union Dues Contribution                     |           |            |
|                                      |         | CalPERS HEALTH 07/03/2024                            | 53,591.48 | DFT0003286 |
| <a href="#">100000017576028</a>      | Invoice | JUL24 HEALTH PREMIUMS                                |           |            |
|                                      |         | CalPERS HEALTH 07/03/2024                            | 7,902.99  | DFT0003287 |
| <a href="#">100000017576030</a>      | Invoice | JUL24 HEALTH PREMIUMS                                |           |            |



# City of Carpinteria

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## COUNCIL AGENDA STAFF REPORT July 22, 2024

### **ITEM FOR COUNCIL CONSIDERATION**

Contracts Executed by the City Manager on behalf of the City for the Period of June 18, 2024 through July 15, 2024.

### **STAFF RECOMMENDATION**

Receive and file Report of Contracts Executed by the City Manager for the Period of June 18, 2024 through July 15, 2024.

### **DISCUSSION**

The City Manager is delegated authority by the Carpinteria Municipal Code (CMC), §2.08.150B, to execute contracts on behalf of the City in the amount of \$30,000 or less. Pursuant to CMC §2.08.150C, a list of all contracts executed by the City Manager is provided for City Council information and appended to this Staff Report as Attachment A. Attachment A lists all contracts entered into on behalf of the City for goods, construction and services for the Period of June 18, 2024 through July 15, 2024.

### **FINANCIAL CONSIDERATIONS**

All contracts entered into are within the appropriated budgeted amounts.

### **ATTACHMENTS**

- A. Report of Contracts Executed by the City Manager

Report of Contracts Executed by City Manager  
July 22, 2024  
Page 2

Staff contact:

Brian C. Barrett, City Clerk  
(805) 755-4403; [brianb@carpinteriaca.gov](mailto:brianb@carpinteriaca.gov)

  
Signature

Reviewed by: Ryan Kintz, Assistant City Manager  
(805) 755-4400; [ryank@carpinteriaca.gov](mailto:ryank@carpinteriaca.gov)

  
Signature

## ATTACHMENT A

## Report of Contracts Executed by the City Manager

### Period of June 18, 2024 through July 15, 2024

[illegible]



# City of Carpinteria

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## COUNCIL AGENDA STAFF REPORT July 22, 2024

### **ITEM FOR COUNCIL CONSIDERATION**

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

### **STAFF RECOMMENDATION**

Receive and file the report.

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

### **BACKGROUND / DISCUSSION**

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

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

The purpose of this agenda item is to provide the City Council with the required monthly Treasurer's Report (Attachment A.)

## **POLICY CONSISTENCY**

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

## **FINANCIAL CONSIDERATIONS**

**Cash Statement:** On June 30, 2024, the City held cash and cash investments as shown in the table below.

Table I

| <b><u>CASH ACTIVITY FOR THE MONTH:</u></b> |                         |
|--------------------------------------------|-------------------------|
| Cash and Investment Beginning of the Month | \$ 21,228,806.90        |
| Cash Receipts                              | 3,601,267.63            |
| Cash Disbursements                         | (3,875,948.79)          |
| Cash and Investment End of the Month       | <u>\$ 20,954,125.74</u> |

### **Investments:**

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

As of June 30, 2024, the portfolio's average days to maturity was 2.22 years, the average coupon rate was 2.34%, the average yield to maturity was 4.81%, the par value was \$11,000,000 and the Market Value was \$10,633,046.77.

The City does not intend to sell or have any foreseeable need to sell any securities. The City's investment policy intends to hold all securities to maturity, and securities so held are redeemed at par value resulting in no net market gain or loss.

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

The City of Carpinteria will be able to meet all expenditure obligations that might reasonably be anticipated for the next six-month period January 1, 2024.

## **LEGAL**

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

## **PRINCIPAL PARTIES EXPECTED AT MEETING**

None.

## **ATTACHMENTS**

Attachment A: City of Carpinteria Monthly Treasurer's Report

Staff contact:

Licette Maldonado, Administrative Services Director  
[licettem@carpinteriaca.gov](mailto:licettem@carpinteriaca.gov); (805) 755-4448



Signature

Reviewed by: Ryan Kintz, Assistant City Manager  
[ryank@carpinteriaca.gov](mailto:ryank@carpinteriaca.gov); (805) 755-4400



Signature

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



Signature

**ATTACHMENT A**

**City Treasurer's Monthly Report**

**CITY OF CARPINTERIA TREASURER'S REPORT**  
**For the Month Ended June 2024**

Cash and Investment Beginning of the Month  
Cash Receipts  
Cash Disbursements  
Cash and Investment End of the Month

\$ 21,228,806.90  
3,601,267.63  
(3,875,948.79)  
\$ 20,954,125.74

**CASH ACTIVITY FOR THE MONTH:**

**CASH AND INVESTMENT PORTFOLIO:**

| <u>Type of Investment/Coupon/CUSIP #</u>     | <u>Institution/Issuer</u> | <u>Yield to Maturity</u> | <u>Maturity Date</u> | <u># Days to Maturity</u> | <u>Par Value</u> | <u>Market Value (1)</u> | <u>Book Value (2)</u> |
|----------------------------------------------|---------------------------|--------------------------|----------------------|---------------------------|------------------|-------------------------|-----------------------|
| Demand Deposit - General Checking            | Montecito Bank            | N/A                      | N/A                  | N/A                       | 430,972.55       | 430,972.55              | 430,972.55            |
| Demand Deposit - Premier Public Money Market | Montecito Bank            | N/A                      | 7/1/2024             | 1                         | 2,432,457.56     | 2,432,457.56            | 2,432,457.56          |
| Demand Deposit - Section 125 Checking        | Montecito Bank            | N/A                      | N/A                  | N/A                       | 4,892.78         | 4,892.78                | 4,892.78              |
| Demand Deposit - Payroll Checking            | Montecito Bank            | N/A                      | N/A                  | N/A                       | 4,664.77         | 4,664.77                | 4,664.77              |
| Local Agency Investment Fund                 | State of California       | 0.22%                    | 7/1/2024             | 1                         | 3,608,953.26     | 3,608,953.26            | 3,608,953.26          |
| Demand Deposit - Money Market                | Charles Schwab            | N/A                      | 7/1/2024             | 1                         | 3,755,108.99     | 3,755,108.99            | 3,755,108.99          |
| Treasury Note, 3.0%, (91282CFA4)             | U.S. Government           | 4.53%                    | 7/31/2024            | 31                        | 250,000.00       | 249,492.18              | 244,503.55            |
| Treasury Note, 3.25%, (91282CFG1)            | U.S. Government           | 4.30%                    | 8/31/2024            | 62                        | 250,000.00       | 249,062.50              | 245,158.84            |
| Treasury Note, 0.375%, (91282CCX7)           | U.S. Government           | 1.08%                    | 9/15/2024            | 77                        | 250,000.00       | 247,460.93              | 245,359.46            |
| Treasury Note, 2.125%, (9128282Y5)           | U.S. Government           | 4.31%                    | 9/30/2024            | 92                        | 250,000.00       | 248,007.80              | 239,586.84            |
| Treasury Note, 0.625%, (91282CDB4)           | U.S. Government           | 4.14%                    | 10/15/2024           | 107                       | 250,000.00       | 246,601.55              | 233,056.64            |
| Treasury Note, 2.25%, (912828G38)            | U.S. Government           | 4.35%                    | 11/15/2024           | 138                       | 250,000.00       | 247,109.38              | 241,052.35            |
| Treasury Note, 1.00%, (91282CDN8)            | U.S. Government           | 0.98%                    | 12/15/2024           | 168                       | 250,000.00       | 245,195.30              | 250,079.39            |
| Treasury Note, 1.125%, (91282CDS7)           | U.S. Government           | 4.09%                    | 1/15/2025            | 199                       | 250,000.00       | 244,492.18              | 237,350.47            |
| Treasury Note, 1.125%, (912828ZC7)           | U.S. Government           | 1.29%                    | 2/28/2025            | 243                       | 250,000.00       | 243,320.30              | 248,740.00            |
| Treasury Note, 2.625%, (9128284F4)           | U.S. Government           | 1.30%                    | 3/31/2025            | 274                       | 250,000.00       | 245,312.50              | 260,224.61            |
| Treasury Note, 0.25%, (912828ZT0)            | U.S. Government           | 1.25%                    | 5/31/2025            | 335                       | 250,000.00       | 239,062.50              | 241,660.01            |
| Treasury Note, 0.25%, (912828ZW3)            | U.S. Government           | 1.53%                    | 6/30/2025            | 365                       | 250,000.00       | 238,242.18              | 239,598.86            |
| Treasury Note, 0.25%, (91282CAM3)            | U.S. Government           | 1.32%                    | 9/30/2025            | 457                       | 250,000.00       | 235,703.13              | 240,265.00            |
| Treasury Note, 3.0%, (9128285J5)             | U.S. Government           | 4.09%                    | 10/31/2025           | 488                       | 250,000.00       | 243,593.75              | 242,136.63            |
| Treasury Note, 0.375%, (91282CBC4)           | U.S. Government           | 1.20%                    | 12/31/2025           | 549                       | 250,000.00       | 233,750.00              | 241,955.00            |
| Treasury Note, 0.375%, (91282CBC4)           | U.S. Government           | 1.37%                    | 12/31/2025           | 549                       | 250,000.00       | 233,750.00              | 240,365.00            |
| Treasury Note, 3.875%, (91282CGE5)           | U.S. Government           | 3.77%                    | 1/1/2026             | 550                       | 250,000.00       | 246,250.00              | 250,641.19            |
| Treasury Note, 1.625%, (912828P46)           | U.S. Government           | 1.56%                    | 2/15/2026            | 595                       | 250,000.00       | 237,421.88              | 250,595.69            |
| Treasury Note, 0.5%, (91282CBQ3)             | U.S. Government           | 1.28%                    | 2/25/2026            | 605                       | 250,000.00       | 232,734.38              | 242,113.19            |
| Treasury Note, 0.75%, (91282CBT7)            | U.S. Government           | 1.28%                    | 3/31/2026            | 639                       | 250,000.00       | 233,125.00              | 244,459.30            |
| Treasury Note, 0.75%, (91282CCF6)            | U.S. Government           | 1.34%                    | 5/31/2026            | 700                       | 250,000.00       | 231,835.93              | 243,702.50            |
| Treasury Note, 0.875%, (91282CCJ8)           | U.S. Government           | 1.35%                    | 6/30/2026            | 730                       | 250,000.00       | 231,914.05              | 244,821.96            |
| Treasury Note, 1.625%, (91282YQ7)            | U.S. Government           | 4.00%                    | 10/31/2026           | 853                       | 250,000.00       | 233,437.50              | 227,869.30            |
| Treasury Note, 2%, (91282U24)                | U.S. Government           | 4.31%                    | 11/15/2026           | 868                       | 250,000.00       | 235,234.38              | 228,317.27            |
| Treasury Note, 1.25%, (91282CDK4)            | U.S. Government           | 1.28%                    | 11/30/2026           | 883                       | 250,000.00       | 230,898.43              | 249,602.02            |

**CITY OF CARPINTERIA TREASURER'S REPORT**  
**For the Month Ended June 2024**

|                                    |                 |       |            |      |                      |                      |                      |
|------------------------------------|-----------------|-------|------------|------|----------------------|----------------------|----------------------|
| Treasury Note, 1.5%, (912828Z78)   | U.S. Government | 3.64% | 1/31/2027  | 945  | 250,000.00           | 231,367.18           | 231,040.31           |
| Treasury Note, 2.25%, (912828V98)  | U.S. Government | 4.29% | 2/15/2027  | 960  | 250,000.00           | 235,664.05           | 229,819.14           |
| Treasury Note, 2.5%, (91282CEF4)   | U.S. Government | 3.96% | 2/16/2027  | 961  | 250,000.00           | 236,953.13           | 235,031.06           |
| Treasury Note, 2.75%, (91282CEN7)  | U.S. Government | 3.71% | 4/30/2027  | 1034 | 250,000.00           | 238,164.05           | 241,094.62           |
| Treasury Note, 3.25%, (91282CEW7)  | U.S. Government | 3.70% | 6/30/2027  | 1095 | 250,000.00           | 241,250.00           | 245,668.13           |
| Treasury Note, 3.125%, (91282CFH9) | U.S. Government | 4.19% | 8/31/2027  | 1157 | 250,000.00           | 239,843.75           | 238,232.21           |
| Treasury Note, 4.125%, (91282CFU0) | U.S. Government | 4.02% | 10/31/2027 | 1218 | 250,000.00           | 247,187.50           | 250,962.10           |
| Treasury Note, 2.25%, (9128283F5)  | U.S. Government | 4.01% | 11/15/2027 | 1233 | 250,000.00           | 232,578.13           | 232,267.50           |
| Treasury Note, 3.875%, (91282CGC9) | U.S. Government | 4.01% | 12/31/2027 | 1279 | 250,000.00           | 245,234.38           | 248,750.00           |
| Treasury Note, 4%, (91282CGPO)     | U.S. Government | 3.99% | 2/29/2028  | 1339 | 250,000.00           | 246,171.88           | 249,990.24           |
| Treasury Note, 3.625%, (91282CGT2) | U.S. Government | 4.15% | 2/29/2028  | 1339 | 250,000.00           | 242,968.75           | 244,990.00           |
| Treasury Note, 4%, (91282CHK0)     | U.S. Government | 4.14% | 3/31/2028  | 1370 | 250,000.00           | 246,171.88           | 248,593.75           |
| Treasury Note, 4.125%, (91282CHQ7) | U.S. Government | 4.13% | 7/31/2028  | 1492 | 250,000.00           | 247,382.80           | 249,920.00           |
| Treasury Note, 4.375%, (91282CHX2) | U.S. Government | 4.23% | 8/31/2028  | 1523 | 250,000.00           | 249,687.50           | 251,445.00           |
| Treasury Note, 4.625%, (91282CIA0) | U.S. Government | 4.52% | 9/30/2028  | 1553 | 250,000.00           | 252,109.38           | 251,015.00           |
| Treasury Note, 4.875%, (91282CJF9) | U.S. Government | 4.51% | 10/31/2028 | 1584 | 250,000.00           | 254,726.55           | 253,583.99           |
| Treasury Note, 4.375%, (91282CJN2) | U.S. Government | 4.20% | 11/30/2028 | 1614 | 250,000.00           | 250,000.00           | 251,775.00           |
| Treasury Note, 3.75%, (91282CJR3)  | U.S. Government | 4.50% | 12/31/2028 | 1645 | 250,000.00           | 243,671.88           | 242,177.50           |
| Treasury Note, 4.25%, (91282CKD2)  | U.S. Government | 4.48% | 2/28/2029  | 1704 | 250,000.00           | 248,906.25           | 247,505.21           |
|                                    |                 |       |            |      | <b>21,237,049.91</b> | <b>20,870,096.68</b> | <b>20,954,125.74</b> |

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

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

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

Based upon currently budgeted revenues and expenditures, the City currently has sufficient liquid financial resources to meet anticipated expenditures during the period 7/01/24 through 1/01/25.

**WEIGHTED AVERAGE MATURITY OF PORTFOLIO**

As of June 30, 2024 the weighted average days to maturity of the City's investment portfolio is 2.22 years.

**FOOTNOTES TO REPORT/DEFINITION OF TERMS:**

- (1) The market value of U.S. Government Securities was provided by the custodial agent, Charles Schwab.  
For the Local Agency Investment Fund the market value represents the contract value.  
For all other investments, the market value is equal to book value.
- (2) Book value of demand deposits equals the bank balance minus outstanding checks plus deposits-in-transit.  
Yield to Maturity (YTM): The percentage rate of return for the note assuming that the City holds the asset until its maturity date. It is the sum of all its remaining coupon payments.  
Par Value: Equals face value of security (value of the security when it reaches maturity).  
Market Value: The last price for which a security was bought or sold. In this case, the value as of the last day of the month of this report.  
Book Value: The amount at which the security is carried in the City's accounting records (adjusted at year-end for GASB 40 reporting purposes).



# City of Carpinteria

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## COUNCIL AGENDA STAFF REPORT JULY 22, 2024

### **ITEM FOR COUNCIL CONSIDERATION**

Quarterly Review of Pension Stabilization Trust.

### **STAFF RECOMMENDATION**

Receive and file the report

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

### **BACKGROUND/DISCUSSION**

The purpose of the Pension Stabilization Trust is to accumulate, hold, and distribute pension plan assets for the exclusive benefit of retiree pensions within the meaning of IRS Code Section 115. Plan assets are irrevocable and may not be used for any purpose other than the purpose of the Trust. Withdrawal of plan assets is not permitted except to transfer to another trust or to reimburse the City for pension costs paid.

The City's primary objective in establishing the Pension Trust is to control long-term costs and volatility in the annual operating budget. The trust provides more flexibility for the City to both level out contributions and mitigate year-to-year contribution volatility.

Plan contributions transfer assets to the Trust, and accordingly, plan assets are not carried on the City's books and are not subject to the City's investments policy. Discretionary Trustee Benefit Trust Company (BTC), with the advice of Morgan Stanley Wealth Management Consulting Group, actively manages plan assets consistent with the Investment Policy Statement. The City's individual trust account is part of a larger Multiple Employer Trust administered by Keenan Financial Services and BTC, referred to as the California Public Entity Pension Stabilization Trust. BTC also provides the City with monthly, quarterly (Attachment A), and annual statements of activity of the City's account. The Pension Stabilization Trust utilizes a Board of Authority that provides management and oversight of the Trust with participation by one individual per public agency. The fees

are asset-based, paid monthly, deducted directly from the Trust account, and totaled 30 bps<sup>1</sup> annually. This is competitive with other comparable plans.

The purpose of this quarterly review is to report the portfolio summary of the City of Carpinteria Pension Stabilization Trust account.

## **POLICY CONSISTENCY**

This matter concerns actions aimed at improving the City's long-term financial position and is consistent with the City's fiduciary responsibilities and goal to deliver services that meet community needs efficiently and effectively.

## **FINANCIAL CONSIDERATIONS**

### **Portfolio Summary:**

As of June 30, 2024, the City held investments as shown in the table below.

| Table 1                   |  |                  |        |
|---------------------------|--|------------------|--------|
| Year to Date (YTD)        |  |                  |        |
| Beginning Value           |  | \$1,232,241.12   |        |
| Net Withdrawals           |  | 0.00             |        |
| Interest                  |  | 0.00             |        |
| Dividends                 |  | 20,114.43        |        |
| Change in Market Value    |  | 19,630.34        |        |
| Management Fees           |  | (1,862.25)       |        |
| Ending Value              |  | \$1,270,123.64   |        |
|                           |  |                  |        |
| Market Value              |  | Asset Allocation |        |
| Fixed Income              |  | 847,355.72       | 66.7%  |
| Equities                  |  | 380,594.78       | 30.0%  |
| Alternatives              |  | 42,173.14        | 3.3%   |
| Total Account             |  | \$1,270,123.64   | 100.0% |
| Inception date: 6/30/18   |  |                  |        |
| YTD: 1/1/2024 - 6/30/2024 |  |                  |        |

### **Investments:**

As of June 30, 2024, the portfolio's estimated market value was \$1,270,123.64 quarter to date (net of fees) of 0.67%, year to date (net of fees) of 3.07%, last 12 months (net of fees)

<sup>1</sup> Basis points pertain to interest rates. One basis point is equal to one one-hundredth of one percentage point (0.01%). Therefore, 100 basis points would be equivalent to 1%.

8.35%, and inception to date (net of fees) of 3.28%. Attached for City Council review is the statement from Benefit Trust as of June 30, 2024.

An initial deposit of 1 million dollars was invested on June 30, 2018. A second deposit of \$52,900 was made on September 18, 2018, and a third of \$76,850 was made on January 15, 2020. There was a disbursement of \$64,031 for FY 2021 and \$28,666 for FY 2022 on October 13, 2021.

### **LEGAL AND RISK MANAGEMENT CONSIDERATIONS**

The establishment of the Pension Stabilization Trust Fund is being developed consistent with Section 115 of the Internal Revenue Code. The establishment of the Irrevocable Pension Stabilization Trust Fund mitigates financial risk associated with expected increases in the CalPERS pension rates over the next decade.

### **ATTACHMENTS**

A - June 30, 2024 Performance Report

Staff contact:

Licette Maldonado, Administrative Services Director  
[licettem@carpinteriaca.gov](mailto:licettem@carpinteriaca.gov); (805) 755-4448

  
\_\_\_\_\_  
Signature

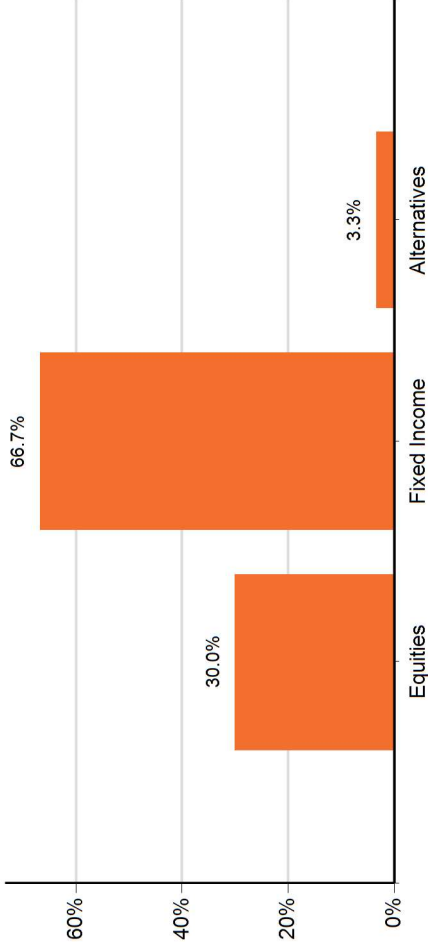
Reviewed by:

Michael Ramirez, City Manager  
[michaelr@carpinteriaca.gov](mailto:michaelr@carpinteriaca.gov); (805) 755-4450

  
\_\_\_\_\_  
Signature

**ATTACHMENT A**  
**CITY OF CARPINTERIA CA-MUNI-PST**  
**BENEFIT TRUST ACCOUNT**

Asset Allocation



Portfolio Summary

|                        |    |              |              |
|------------------------|----|--------------|--------------|
| Beginning Value        | \$ | Year to Date | 1,232,241.12 |
| Net Contributions      |    |              | -            |
| Interest               |    |              | -            |
| Dividends              |    |              | 20,114.43    |
| Change in Market Value |    |              | 19,630.34    |
| Management Fees        |    |              | (1,862.25)   |
| Ending Value           | \$ |              | 1,270,123.64 |

YTD: 12/31/2023 - 6/30/2024

Performance

|                             | Market Value | Current Yield | Month to Date | Quarter to Date | Year to Date | Last 12 Months | Last 3 Years | Last 5 Years | Inception* to Date |
|-----------------------------|--------------|---------------|---------------|-----------------|--------------|----------------|--------------|--------------|--------------------|
| Fixed Income                | 847,355.72   | 4.0           | 0.78          | -0.05           | -0.48        | 3.40           | -3.47        | 0.11         | 1.28               |
| Equities                    | 380,594.78   | 1.9           | 1.13          | 2.21            | 11.21        | 19.90          | 1.98         | 10.19        | 9.02               |
| Alternatives                | 42,173.14    | 2.9           | 1.59          | 0.14            | 0.13         | 7.23           | -1.17        | 3.23         | 3.30               |
| Total Account               | 1,270,123.64 | 3.4           | 1.03          | 0.75            | 3.23         | 8.68           | -1.62        | 3.20         | 3.59               |
| Total Account (Net of Fees) |              | 3.4           | 1.00          | 0.67            | 3.07         | 8.35           | -1.91        | 2.89         | 3.28               |
| S&P 500 TR                  |              |               | 3.59          | 4.29            | 15.30        | 24.56          | 10.02        | 15.05        | 14.26              |
| MSCI EAFE                   |              |               | -1.59         | -0.17           | 5.73         | 12.09          | 3.38         | 6.79         | 5.82               |
| MSCI ACWI Ex US Net         |              |               | -0.10         | 0.95            | 5.68         | 11.59          | 0.45         | 5.54         | 4.82               |
| BBG Agg (US)                |              |               | 0.95          | 0.07            | -0.71        | 2.63           | -3.03        | -0.23        | 1.07               |
| BBG Global Agg              |              |               | 0.14          | -1.10           | -3.16        | 0.93           | -5.47        | -2.01        | -0.75              |
| 50% MSCI ACWI/ 50% BBG Agg  |              |               | 1.59          | 1.47            | 5.19         | 10.81          | 1.28         | 5.41         | 5.70               |

\* Inception date: 6/30/2018  
Performance for periods greater than one year are annualized.

**PORTFOLIO APPRAISAL**  
**CITY OF CARPINTERIA CA-MUNI-PST**  
**BENEFIT TRUST ACCOUNT 7440**

June 30, 2024

| Quantity                            | Security                                    | Security Symbol | Unit Cost | Total Cost | Price  | Market Value | Pct. Assets | Cur. Yield |
|-------------------------------------|---------------------------------------------|-----------------|-----------|------------|--------|--------------|-------------|------------|
| <b>FIXED INC MUTUAL FUNDS</b>       |                                             |                 |           |            |        |              |             |            |
| TAXABLE BOND FUND                   |                                             |                 |           |            |        |              |             |            |
| 13,705.888                          | COMMUNITY CAPITAL TR COM ACT INV INST       | CRAN.X          | 9.29      | 127,351.45 | 9.30   | 127,464.76   | 10.0        | 3.2        |
| 23,373.971                          | NORTHERN BOND INDEX                         | NOBO.X          | 9.11      | 212,921.77 | 9.06   | 211,768.18   | 16.7        | 3.6        |
| 19,709.037                          | TARGET PIGM CORE BOND R6                    | TPCQ.X          | 8.64      | 170,283.13 | 8.59   | 169,300.63   | 13.3        | 4.3        |
| 15,510.156                          | WELLS FARGO FDS TR WF CORE BOND R6          | WTRL.X          | 10.98     | 170,298.64 | 10.92  | 169,370.90   | 13.3        | 4.3        |
| 18,458.742                          | WESTERN ASSET FDS INC                       | WAPS.X          | 11.15     | 205,876.12 | 9.18   | 169,451.25   | 13.3        | 4.7        |
|                                     |                                             |                 |           | 886,731.11 |        | 847,355.72   | 66.7        | 4.0        |
|                                     |                                             |                 |           | 886,731.11 |        | 847,355.72   | 66.7        | 4.0        |
| <b>DOMESTIC EQUITY MUTUAL FUNDS</b> |                                             |                 |           |            |        |              |             |            |
| LARGE CAP FUND                      |                                             |                 |           |            |        |              |             |            |
| 2,061.360                           | COLUMBIA FDS SER TR I                       | COFY.X          | 27.98     | 57,683.56  | 37.61  | 77,527.75    | 6.1         | 0.6        |
| 558.450                             | STATE STR INSTL INV TR GBL ALCP EQ K        | SSGL.X          | 108.56    | 60,625.33  | 107.12 | 59,821.16    | 4.7         | 2.8        |
| 210.081                             | STATE STREET INST INV TR EQUITY 500 INDEX A | SSSY.X          | 345.98    | 72,683.98  | 411.25 | 86,395.81    | 6.8         | 1.3        |
|                                     |                                             |                 |           | 190,992.87 |        | 223,744.72   | 17.6        | 1.4        |
| SMALL CAP FUNDS                     |                                             |                 |           |            |        |              |             |            |
| 900.649                             | ALGER FDS SMALL CP FOCUS Z                  | AGOZ.X          | 20.23     | 18,217.86  | 18.30  | 16,481.88    | 1.3         | 0.0        |
| 203.958                             | UNDISCOVERED MANAGERS FDS BEHAVR VAL R6     | UBVF.X          | 66.57     | 13,577.48  | 81.36  | 16,594.02    | 1.3         | 1.8        |
|                                     |                                             |                 |           | 31,795.33  |        | 33,075.90    | 2.6         | 0.9        |
|                                     |                                             |                 |           | 222,788.20 |        | 256,820.62   | 20.2        | 1.4        |
| <b>INTERNATIONAL MUTUAL FUNDS</b>   |                                             |                 |           |            |        |              |             |            |
| INTERNATIONAL EMERGING MARKET FUND  |                                             |                 |           |            |        |              |             |            |
| 210.388                             | AMERICAN FUNDS NEW WORLD F-2                | NFFF.X          | 70.66     | 14,865.95  | 79.92  | 16,814.21    | 1.3         | 1.5        |
| INTERNATIONAL FUND                  |                                             |                 |           |            |        |              |             |            |
| 410.450                             | AMERICAN FUNDS NEW PERSPECTIVE F2           | ANWF.X          | 46.52     | 19,092.52  | 62.08  | 25,480.74    | 2.0         | 1.0        |
| 1,305.904                           | HARTFORD INTERNATIONAL VALUE Y              | HILY.X          | 16.60     | 21,681.79  | 18.69  | 24,407.35    | 1.9         | 2.6        |

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**PORTFOLIO APPRAISAL**  
**CITY OF CARPINTERIA CA-MUNI-PST**  
**BENEFIT TRUST ACCOUNT 7440**

*June 30, 2024*

| Quantity                            | Security                              | Security Symbol | Unit Cost | Total Cost          | Price | Market Value        | Pct. Assets  | Cur. Yield |
|-------------------------------------|---------------------------------------|-----------------|-----------|---------------------|-------|---------------------|--------------|------------|
| 2,239.869                           | THORNBURG INVESTMENT INCOME BUILDER   | TIBO.X          | 22.09     | 49,475.06           | 25.48 | 57,071.86           | 4.5          | 4.8        |
|                                     |                                       |                 |           | 90,249.36           |       | 106,959.94          | 8.4          | 3.4        |
|                                     |                                       |                 |           | 105,115.32          |       | 123,774.15          | 9.7          | 3.1        |
| <b>ALTERNATIVE INVESTMENT FUNDS</b> |                                       |                 |           |                     |       |                     |              |            |
| ALTERNATIVE FUND                    |                                       |                 |           |                     |       |                     |              |            |
| 1,798.856                           | COHEN & STEERS RLTY INCM NEW SHS CL Z | CSZLX           | 15.32     | 27,551.91           | 16.51 | 29,699.11           | 2.3          | 3.0        |
| 664.927                             | PRUDENTIAL GLOBAL REAL ESTATE         | PGRQ.X          | 22.95     | 15,258.46           | 18.76 | 12,474.03           | 1.0          | 2.6        |
|                                     |                                       |                 |           | 42,810.37           |       | 42,173.14           | 3.3          | 2.9        |
|                                     |                                       |                 |           | 42,810.37           |       | 42,173.14           | 3.3          | 2.9        |
| <b>TOTAL PORTFOLIO</b>              |                                       |                 |           | <b>1,257,445.00</b> |       | <b>1,270,123.64</b> | <b>100.0</b> | <b>3.4</b> |

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# City of Carpinteria

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## COUNCIL AGENDA STAFF REPORT July 22, 2024

### **ITEM FOR COUNCIL CONSIDERATION**

Adoption of Ordinance No. 784 (second reading), amending Chapter 2.08 City Manager of Title 2 (Administration and Personnel) and Chapter 3.32 Purchasing Systems of Title 3 (Revenue and Finance) of the Carpinteria Municipal Code.

### **STAFF RECOMMENDATION**

Adopt Ordinance No. 784 (second reading), amending Chapter 2.08 City Manager of Title 2 (Administration and Personnel) and Chapter 3.32 Purchasing Systems of Title 3 (Revenue and Finance).

Sample Motion: I move to adopt Ordinance No. 784 (second reading), as read by title only.

*(Requires a roll call vote.)*

### **BACKGROUND**

At a City Council meeting of July 8, 2024, Ordinance No. 784 had its first reading and with no additional changes was approved by the City Council and scheduled for the second reading.

The purpose of this agenda matter is for the Council to consider the second reading and adopting of Ordinance No. 784. These amended regulations will become effective 30 days from adoption.

### **DISCUSSION**

#### **Ordinance 784 - Amendment to CMC Chapter 2.08 City Manager**

City staff recommends amending Section 2.08.150, subsection B, within Chapter 2.08 City Manager of Title 2 (Administrative and Personnel) of the CMC to increase the City Manager's contracting authority from thirty thousand (\$30,000) to fifty thousand (\$50,000). No other changes are proposed for this section or chapter.

Subsection B is modified to read as follows:

2.08.150 - Authority to sign written contracts, draw warrants on the city treasury, and sign instruments requiring city seal.

B. The city manager or his/her designee shall be authorized to execute contracts of fifty thousand dollars (\$50,000) or less without prior approval of the city council where the amount of such contract is within a budgeted appropriation. The city manager or his/her designee may bring such contract to the city council for approval. Contracts exceeding fifty thousand dollars shall be approved by the council prior to execution.

### **Ordinance 784 - Amendment to CMC Chapter 3.32 Purchasing System**

City staff recommends the reorganization of and amendments to specific provisions of Chapter 3.32 Purchasing Systems, within Title 3 (REVENUE AND FINANCE) of the CMC aimed at enhancing the effectiveness and efficiency of the procurement process.

First, staff proposes renumbering Chapter 3.32, titled “Purchasing System,” to a new Chapter 3.30 and moving the bulk of its provisions to the new Procurement Policy. This change will accommodate the addition of two new chapters. Chapter 3.30 (“Purchasing System”) shall consist of a single section that reads as follows:

#### **3.30.010 Adoption of purchasing system.**

To establish efficient procedures for purchasing supplies, equipment, and services at the lowest possible cost while ensuring necessary quality, and to exercise positive financial control over purchases through clearly defined purchasing authority, the City of Carpinteria’s purchasing system shall adhere to the procurement policy adopted by the City Council and set forth in the City’s Administrative Services Policies and Procedures.

Attachment C presents a redline version that compares the language of the new Chapter 3.30 with that of the former Chapter 3.32.

### **Ordinance 784 – Addition of CMC Chapter 3.31 Public Project Bidding**

City staff recommends the establishment of a new Chapter 3.31, titled "Public Project Bidding," to facilitate the implementation of Uniform Public Construction Cost Accounting Act standards. Currently, these provisions are integrated within Chapter 3.32; however, separating them from operational procurement processes aligns with best practices for public bidding requirements.

The new Chapter 3.31 will read as follows:

### **3.31.010 - Purpose.**

This chapter is enacted for the purpose of implementing the Uniform Public Construction Cost Accounting Act ("Act") (Public Contract Code section 22000 et seq.) and the policies and procedures of the California Uniform Construction Cost Accounting Commission ("Commission"). The City elected, via Resolution No. 4603, to become subject to the Uniform Public Construction Cost Accounting Procedures on May 22, 2000.

### **3.31.020 - Public project bidding requirements.**

The cost limitations and circumstances for determining whether a public project may be performed by force account, negotiated contract, purchase order, informal bidding, or formal bidding are those set forth in the Act.

### **3.31.030 - Informal bidding procedures.**

Public projects in amounts established by Public Contract Code section 22032, as it may be amended from time to time, that are subject to informal bid procedures may be let to contract as follows:

- A. Contractors List. The City will develop and maintain a list of contractors in accordance with section 22034 of the Act and the criteria established by the Commission.
- B. Notice to Contractors. The City will solicit bids by written request to contractors licensed and experienced for the type of public work to be performed from the City's list of qualified contractors established pursuant to this section. Qualified contractors on the list for the category of work to be performed and all construction trade journals specified by the Commission pursuant to section 22036 of the Act will be mailed a notice inviting informal bids unless the product or service is proprietary.
- C. Form of Notice. The notice inviting informal bids must describe (1) the project in general terms, (2) how to obtain more detailed information concerning the project, and (3) state the time and place for the submission of bids.
- D. The mailing of notices to such qualified contractors and construction trade journals shall be completed not less than 10 calendar days before bids are due.
- E. Award of Contract. The award of the contract may be made to the lowest responsible bidder. If two or more bids are the same and the lowest, the City may accept the one it chooses. If all bids received are in excess of the amounts permitted for informal contracts, an award may be made pursuant to Public Contract Code section 22034.

- F. Rejection or Absence of Bids. The City reserves the right to reject any and all bids presented. If the City rejects all bids received and after reevaluating its cost estimate of the project, it may either abandon the project, readvertise for bids, or by passage of a resolution by 4/5 vote of the council declare the project may be more economically performed by City employees and have the project done by force account. If no bids are received, the public project may be performed by City employees by force account or by negotiated contract.

### **3.31.040 - Formal bidding procedures.**

Public projects that exceed the maximum permitted amount under the Act for informal bidding and are not otherwise exempt must be let to contract by formal bidding procedures in accordance with the Act and other applicable provisions of the Public Contract Code. Notice inviting formal bids shall be in accordance with Public Contract Code section 22037.

### **3.31.050 - Delegation of authority to award contracts.**

The City Manager is authorized, without City Council approval, to award contracts pursuant to this chapter for a public project to be performed by force account, negotiated contract, purchase order, or informal bidding. Contracts to be awarded based upon formal bidding procedures must be approved by the City Council.

## **Ordinance 784 – Addition of new CMC Chapter 3.32 Surplus Personal Property**

City staff recommends the establishment of a new Chapter 3.32, titled "Surplus Personal Property," to streamline the process of disposing of City property that is no longer needed for public use. This new chapter will provide clear guidelines and procedures for identifying surplus personal property, evaluating its condition and value, and determining the appropriate method of disposal, whether through sale, donation, or other means. By implementing this chapter, the City aims to ensure efficient management of its assets, reduce storage costs, and uphold transparency in the disposal process, thereby maximizing the benefits to the community.

The new Chapter 3.32 will read as follows:

### **3.32.010 – Authority**

Surplus Personal Property belonging to the City shall be disposed of according to the provisions of this Chapter. Pursuant to the City's Procurement Policy, the City Manager has the power and duty to dispose of the City's Surplus Personal Property that is no longer required for public use.

### **3.32.020 - Surplus personal property defined.**

For purposes of this Chapter, the following words and phrases shall be construed to have the meanings set forth in this Section, unless it is apparent from the context that a different meaning is intended:

- A. “Personal property” means all property, other than real property, consisting of things that are temporary or moveable.
- B. “Surplus” means personal property that: (1) Does not function in whole or in part; (2) Requires repair that is too costly or not feasible; (3) Is technologically or otherwise obsolete; (4) Worn out or at the end of its useful life; (5) Is otherwise no longer useful to the City; (6) Is not needed in the foreseeable future to meet City needs or responsibilities.

### **3.32.030 - Duty to report surplus personal property.**

- A. From time to time, the head of each department shall submit to the City Manager a list of personal property deemed surplus for the use of such department, and the same shall be known as Surplus Personal Property. The City Manager may transfer personal property deemed surplus by one department to another department of the City prior to disposing of it as provided in Section 3.32.040 of this Chapter.
- B. Personal property purchased with grant funds may have inherent disposal requirements. Department heads should review grant documents to identify any specific restrictions related to the disposal, sale or re-use of Personal Property prior to notifying the City Manager of the item’s status as surplus. Absent any restrictions, Personal Property purchased with grant funds will be handled in the same manner as other Surplus Personal Property.

### **3.32.040 - Disposal required.**

- A. The City Manager is authorized to sell or dispose of Surplus Personal Property having a salvage value in the open market by any means legally available including, but not limited to, the following: public auction; electronic auction or sale, including internet-based market places and consignment; competitive sealed bid; negotiated sale to other public or quasi-public agencies; or exchange or trade in for new goods or other personal property for use by the City. If the property designated as Surplus Personal Property has an estimated value greater than one hundred thousand dollars (\$100,000.00), the City Manager shall dispose of such property as directed and provided by resolution of the City Council.
- B. Surplus Personal Property should generally be sold at fair market value. Sales prices of less than fair market value should be supported by written justification

supporting the reduced price. Extremely reduced pricing may require City Council approval.

**3.32.050 - Property designated as having no value.**

Surplus Personal Property that is determined by the City Manager to be unsalable or to have little or no estimated salvage or appraisal value, such that disposal by such means would result in unnecessary cost, effort or expense to the City, may be disposed of by the City Manager in any manner he deems appropriate, including but not limited to, recycling or disposing the same in an environmentally responsible manner. In the event of such disposal, the City Manager or his designee shall retain records of such disposition as provided in Section 3.32.060, below.

**3.32.060 - Records.**

The City Manager or his designee shall keep detailed records of all Surplus Personal Property that has been disposed of, including amounts received for the sale of surplus personal property, for a period of at least two years; and shall provide the City Council with an annual report of said dispositions, if any.

**3.32.070 - Donations.**

In addition to the methods of disposal listed in this Chapter, the City Manager may authorize the disposal of Surplus Personal Property through donation of such property to a governmental, public or quasi-public agency, or to a charitable or other nonprofit organization.

**3.32.080 - Proceeds of sale.**

Proceeds from the sale of Surplus Personal Property shall be deposited into the appropriate fund as determined by the Administrative Services Director.

**3.32.090 - Purchase or receipt of surplus personal property by city personnel prohibited.**

No City officer or employee, or members of their immediate family, shall purchase City Surplus Personal Property sold in accordance with this Chapter, unless the same is offered to the general public (e.g., through auction services). In order to avoid a prohibited gift of public funds, no City officer or employee, or members of their immediate family, shall receive or accept City Surplus Personal Property that has been designated as having little or no value and/or which is intended for donation by the City in accordance with this Chapter.

**POLICY CONSISTENCY**

The proposed ordinance and resolution are consistent with:

- City Council Primary Goal #1 – Enhance Public Outreach, Education, and Transparency; and
- City Council Primary Goal #3 – Take Steps to Address the Fiscal Sustainability of the City.

### **FINANCIAL CONSIDERATIONS**

No financial impact.

### **LEGAL AND RISK MANAGEMENT CONSIDERATIONS**

The City Attorney has reviewed this Agenda item and will be available to answer questions at the meeting.

### **PRINCIPAL PARTIES EXPECTED AT MEETING**

None.

### **ATTACHMENTS**

**Attachment A:** Ordinance No. 784

Staff contact:

Licette Maldonado, Administrative Services Director  
[licettem@carpinteriaca.gov](mailto:licettem@carpinteriaca.gov); (805) 755-4448

  
\_\_\_\_\_  
Signature

Reviewed by: Ryan Kintz, Assistant City Manager  
[ryank@carpinteriaca.gov](mailto:ryank@carpinteriaca.gov); (805) 755-4400

  
\_\_\_\_\_  
Signature

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

  
\_\_\_\_\_  
Signature

**ATTACHMENT A**

**Ordinance No. 784**

## ORDINANCE NO. 784

### AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA AMENDING CARPINTERIA MUNICIPAL CODE CHAPTER 2.08 (CITY MANAGER); REPEALING AND REPLACING CHAPTER 3.32 (FORMER “PURCHASING SYSTEM” WITH NEW “SURPLUS PERSONAL PROPERTY”); AND ADDING NEW CHAPTERS 3.30 (“PURCHASING SYSTEM”) AND 3.31 (“PROJECT PUBLIC BIDDING”)

**WHEREAS**, staff recommends amending Section 2.08.150 within Chapter 2.08 (CITY MANAGER) of Title 2 of the Carpinteria Municipal Code (CMC) to increase the City Manager’s contracting authority from thirty thousand (\$30,000) to fifty thousand (\$50,000); and

**WHEREAS**, staff further recommends repealing and replacing Chapter 3.32 (“Purchasing System”) with a new Chapter 3.32 that will be titled, “Surplus Personal Property,” with provisions aimed at streamlining the process of disposing of City personal property that is no longer needed for public use; and

**WHEREAS**, a new Chapter 3.30 (“Purchasing System”) in Title 3 (REVENUE AND FINANCE) of the CMC is added to the CMC to enhance the effectiveness and efficiency of the procurement process; and

**WHEREAS**, a new CMC Chapter 3.31 (“Public Project Bidding”) is proposed for addition to the CMC to facilitate the implementation of Uniform Public Construction Cost Accounting Act standards.

**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. AMENDING CHAPTER 2.08 (CITY MANAGER) OF TITLE 2 (ADMINISTRATION AND PERSONNEL) OF THE CMC**

Section 2.08.150 (“Authority to sign written contracts, draw warrants on the city treasury, and sign instruments requiring city seal”), subsection (B), in CMC Chapter 2.08 is hereby amended as follows (deleted text in ~~strike through~~, added text in ***bolded italics***):

“B. The city manager or his/her designee shall be authorized to execute contracts of ~~thirty~~ ***fifty*** thousand dollars (***\$50,000***) or less without prior approval of the city council where the amount of such contract is within a budgeted appropriation. The city manager or his/her designee may bring such contract to the city council for approval. Contracts exceeding ~~thirty~~ ***fifty*** thousand dollars shall be approved by the council prior to execution.”

No other changes are proposed for this section or chapter. Except as explicitly provided herein, all other provisions of CMC Chapter 2.08 shall remain unchanged and in full force and effect.

**SECTION 3. REPEALING AND REPLACING CMC CHAPTER 3.32. (FORMERLY “PURCHASING SYSTEM”) WITH NEW CHAPTER 3.32 (“SURPLUS PERSONAL PROPERTY”) IN TITLE 3 (REVENUE AND FINANCE)**

CMC Chapter 3.32 (“Purchasing System”) of Title 3 (“Revenue and Finance”) is hereby repealed and replaced in its entirety with a new Chapter 3.32, titled “Surplus Personal Property,” which shall read as follows:

**“3.32.010 – Authority.**

Surplus Personal Property belonging to the City shall be disposed of according to the provisions of this Chapter. Pursuant to the City’s Procurement Policy, the City Manager has the power and duty to dispose of the City’s Surplus Personal Property that is no longer required for public use.

**3.32.020 - Surplus personal property defined.**

For purposes of this Chapter, the following words and phrases shall be construed to have the meanings set forth in this Section, unless it is apparent from the context that a different meaning is intended:

- A. “Personal property” means all property, other than real property, consisting of things that are temporary or moveable.
- B. “Surplus” means personal property that: (1) Does not function in whole or in part; (2) Requires repair that is too costly or not feasible; (3) Is technologically or otherwise obsolete; (4) Worn out or at the end of its useful life; (5) Is otherwise no longer useful to the City; (6) Is not needed in the foreseeable future to meet City needs or responsibilities.

**3.32.030 - Duty to report surplus personal property.**

- A. From time to time, the head of each department shall submit to the City Manager a list of personal property deemed surplus for the use of such department, and the same shall be known as Surplus Personal Property. The City Manager may transfer personal property deemed surplus by one department to another department of the City prior to disposing of it as provided in Section 3.32.040 of this Chapter.
- B. Personal property purchased with grant funds may have inherent disposal requirements. Department heads should review grant documents to identify any specific restrictions related to the disposal, sale or re-use of Personal

Property prior to notifying the City Manager of the item's status as surplus. Absent any restrictions, Personal Property purchased with grant funds will be handled in the same manner as other Surplus Personal Property.

**3.32.040 - Disposal required.**

- A. The City Manager is authorized to sell or dispose of Surplus Personal Property having a salvage value in the open market by any means legally available including, but not limited to, the following: public auction; electronic auction or sale, including internet-based market places and consignment; competitive sealed bid; negotiated sale to other public or quasi-public agencies; or exchange or trade in for new goods or other personal property for use by the City. If the property designated as Surplus Personal Property has an estimated value greater than one hundred thousand dollars (\$100,000.00), the City Manager shall dispose of such property as directed and provided by resolution of the City Council.
- B. Surplus Personal Property should generally be sold at fair market value. Sales prices of less than fair market value should be supported by written justification supporting the reduced price. Extremely reduced pricing may require City Council approval.

**3.32.050 - Property designated as having no value.**

Surplus Personal Property that is determined by the City Manager to be unsalable or to have little or no estimated salvage or appraisal value, such that disposal by such means would result in unnecessary cost, effort or expense to the City, may be disposed of by the City Manager in any manner he deems appropriate, including but not limited to, recycling or disposing the same in an environmentally responsible manner. In the event of such disposal, the City Manager or his designee shall retain records of such disposition as provided in Section 3.32.060, below.

**3.32.060 - Records.**

The City Manager or his designee shall keep detailed records of all Surplus Personal Property that has been disposed of, including amounts received for the sale of surplus personal property, for a period of at least two years; and shall provide the City Council with an annual report of said dispositions, if any.

**3.32.070 - Donations.**

In addition to the methods of disposal listed in this Chapter, the City Manager may authorize the disposal of Surplus Personal Property through donation of such property to a governmental, public or quasi-public agency, or to a charitable or other nonprofit organization.

**3.32.080 - Proceeds of sale.**

Proceeds from the sale of Surplus Personal Property shall be deposited into the appropriate fund as determined by the Administrative Services Director.

**3.32.090 - Purchase or receipt of surplus personal property by city personnel prohibited.**

No City officer or employee, or members of their immediate family, shall purchase City Surplus Personal Property sold in accordance with this Chapter, unless the same is offered to the general public (e.g., through auction services). In order to avoid a prohibited gift of public funds, no City officer or employee, or members of their immediate family, shall receive or accept City Surplus Personal Property that has been designated as having little or no value and/or which is intended for donation by the City in accordance with this Chapter."

**SECTION 4. ADDITION OF A NEW CHAPTER 3.30 ("PURCHASING SYSTEM") TO TITLE 3 (REVENUE AND FINANCE)**

A new Chapter 3.30, titled "Purchasing System," is hereby added to the CMC to read as follows:

**"Chapter 3.30 - Purchasing System**

**3.30.010 – Adoption of purchasing system.**

To establish efficient procedures for purchasing supplies, equipment, and services at the lowest possible cost while ensuring necessary quality, and to exercise positive financial control over purchases through clearly defined purchasing authority, the City of Carpinteria's purchasing system shall adhere to the procurement policy adopted by the City Council and set forth in the City's Administrative Services Policies and Procedures."

**SECTION 5. ADDITION OF A NEW CHAPTER 3.31 ("PUBLIC PROJECT BIDDING") TO TITLE 3 (REVENUE AND FINANCE)**

A new Chapter 3.31 (Public Project Bidding) of Title 3 (Revenue and Finance) is hereby added to the CMC to read as follows:

**"3.31.010 - Purpose.**

This chapter is enacted for the purpose of implementing the Uniform Public Construction Cost Accounting Act ("Act") (Public Contract Code section 22000 et seq.) and the policies and procedures of the California Uniform Construction Cost Accounting Commission ("Commission"). The City elected, via Resolution No. 4603, to become subject to the Uniform Public Construction Cost Accounting Procedures on May 22, 2000.

### **3.31.020 - Public project bidding requirements.**

The cost limitations and circumstances for determining whether a public project may be performed by force account, negotiated contract, purchase order, informal bidding, or formal bidding are those set forth in the Act.

### **3.31.030 - Informal bidding procedures.**

Public projects in amounts established by Public Contract Code section 22032, as it may be amended from time to time, that are subject to informal bid procedures may be let to contract as follows:

- A. Contractors List. The City will develop and maintain a list of contractors in accordance with section 22034 of the Act and the criteria established by the Commission.
- B. Notice to Contractors. The City will solicit bids by written request to contractors licensed and experienced for the type of public work to be performed from the City's list of qualified contractors established pursuant to this section. Qualified contractors on the list for the category of work to be performed and all construction trade journals specified by the Commission pursuant to section 22036 of the Act will be mailed a notice inviting informal bids unless the product or service is proprietary.
- C. Form of Notice. The notice inviting informal bids must describe (1) the project in general terms, (2) how to obtain more detailed information concerning the project, and (3) state the time and place for the submission of bids.
- D. The mailing of notices to such qualified contractors and construction trade journals shall be completed not less than 10 calendar days before bids are due.
- E. Award of Contract. The award of the contract may be made to the lowest responsible bidder. If two or more bids are the same and the lowest, the City may accept the one it chooses. If all bids received are in excess of the amounts permitted for informal contracts, an award may be made pursuant to Public Contract Code section 22034.
- F. Rejection or Absence of Bids. The City reserves the right to reject any and all bids presented. If the City rejects all bids received and after reevaluating its cost estimate of the project, it may either abandon the project, readvertise for bids, or by passage of a resolution by 4/5 vote of the council declare the project may be more economically performed by City employees and have the project done by force account. If no bids are received, the public project may be performed by City employees by force account or by negotiated contract.

### **3.31.040 - Formal bidding procedures.**

Public projects that exceed the maximum permitted amount under the Act for informal bidding and are not otherwise exempt must be let to contract by formal bidding procedures in accordance with the Act and other applicable provisions of the Public Contract Code. Notice inviting formal bids shall be in accordance with Public Contract Code section 22037.

### **3.31.050 - Delegation of authority to award contracts.**

The City Manager is authorized, without City Council approval, to award contracts pursuant to this chapter for a public project to be performed by force account, negotiated contract, purchase order, or informal bidding. Contracts to be awarded based upon formal bidding procedures must be approved by the City Council.”

## **SECTION 6. EFFECTIVE DATE**

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

## **SECTION 7. SEVERABILITY**

If any section, subsection, sentence, clause, phrase, or word of this Ordinance is for any reason held to be invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance, and each and all provisions hereof, irrespective of the fact that one or more provisions may be declared invalid.

## **SECTION 8. CEQA EXEMPTION**

The City Council finds that this Ordinance is not subject to the California Environmental Quality Act (“CEQA”) pursuant to State CEQA Guidelines Sections 15060(c)(3) (this activity is not a “project” as defined in § 15378) and 15060(c)(2) (this activity will not result in a direct or reasonably foreseeable change in the environment).

**PASSED, APPROVED AND ADOPTED** on July 22, 2024, by the following vote:

AYES: COUNCILMEMBER(S):

NOES: COUNCILMEMBER(S):

ABSENT: COUNCILMEMBER(S):

ABSTAIN: COUNCILMEMBER(S):

ATTEST:

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Mayor, City of Carpinteria

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Brian C. Barrett, CMC, CPMC  
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 on July 22, 2024.

---

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

APPROVED AS TO FORM:

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



# City of Carpinteria

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## COUNCIL AGENDA STAFF REPORT July 22, 2024

### **ITEM FOR COUNCIL CONSIDERATION**

Designation of Voting Delegate and Alternate for the League of California Cities Annual Conference.

### **STAFF RECOMMENDATION**

Designate Councilmember Nomura as the City's voting delegate and designate Vice Mayor Alarcon as the City's alternate voting delegate for the League of California Cities 2024 Annual Conference and Expo in Long Beach.

Sample Motion: I move to designate Councilmember Nomura as the City's voting delegate and designate Vice Mayor Alarcon as the City's alternate voting delegate for the League of California Cities 2024 Annual Conference and Expo in Long Beach.

### **BACKGROUND/DISCUSSION**

The League of California Cities Annual Conference and Expo is scheduled for October 16 – 18, in Long Beach. An important part of the Annual Conference is the Annual General Session, scheduled for Friday, October 18 at the Long Beach Convention Center. At this meeting, the League membership considers and takes action on resolutions that establish League policy.

In order to vote at the League's Annual General Session, the City Council must designate a voting delegate. In the event that the designated voting delegate is unable to serve in that capacity, the City Council may appoint up to two alternate voting delegates.

As of the writing of this report, Councilmember Nomura (the City's representative to the Channel Counties Division of the League), Vice Mayor Alarcon (the City's alternate representative to the Channel Counties Division of the League), and Councilmember Solórzano plan to attend the Annual Conference this year.

For Fiscal Year 2024-2025, the City Council Meetings & Travel Budget allocation is \$2,000 per Councilmember.

The purpose of this agenda item is to recommend the designation of Councilmember Nomura as the City's voting delegate and Vice Mayor Alarcon as the City's alternate voting delegate for the League of California Cities 2024 Annual Conference and Expo in Long Beach.

## **ATTACHMENTS**

### A. League of California Cities Letter, Voting Procedures and Delegate Form

Staff contact:

Brian C. Barrett, City Clerk

(805) 755-4403; [brianb@carpinteriaca.gov](mailto:brianb@carpinteriaca.gov)

  
Signature

Reviewed by: Ryan Kintz, Assistant City Manager

(805) 755-4400; [ryank@carpinteriaca.gov](mailto:ryank@carpinteriaca.gov)

  
Signature

ATTACHMENT A

League of California Cities Letter, Voting Procedures and Delegate Form

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Council Action Advised by September 25, 2024

**DATE: Wednesday, July 10, 2024**

**TO: Mayors, Council Members, City Clerks, and City Managers**

**RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES  
League of California Cities Annual Conference and Expo, Oct. 16-18, 2024  
Long Beach Convention Center**

Every year, the League of California Cities convenes a member-driven General Assembly at the [Cal Cities Annual Conference and Expo](#). The General Assembly is an important opportunity where city officials can directly participate in the development of Cal Cities policy.

Taking place on Oct. 18, the General Assembly is comprised of voting delegates appointed by each member city; every city has one voting delegate. Your appointed voting delegate plays an important role during the General Assembly by representing your city and voting on resolutions.

To cast a vote during the General Assembly, your city must designate a voting delegate and up to two alternate voting delegates, one of whom may vote if the designated voting delegate is unable to serve in that capacity. Voting delegates may either be an elected or appointed official.

**Action by Council Required.** Consistent with Cal Cities bylaws, a city's voting delegate and up to two alternates must be designated by the city council. Please note that designating the voting delegate and alternates **must** be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.

**Following council action, please submit your city's delegates through [the online submission portal](#) by Wed., Sept. 25.** When completing the Voting Delegate submission form, you will be asked to attest that council action was taken. You will need to be signed in to your My Cal Cities account when submitting the form.

Submitting your voting delegate form by the deadline will allow us time to establish voting delegate/alternate records prior to the conference and provide pre-conference communications with voting delegates.

**Conference Registration Required.** The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. Conference registration is open on the [Cal Cities](#) website.



For a city to cast a vote, one voter must be present at the General Assembly and in possession of the voting delegate card and voting tool. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the voting delegate desk. This will enable them to receive the special sticker on their name badges that will admit the voting delegate into the voting area during the General Assembly.

Please view Cal Cities' [event and meeting policy](#) in advance of the conference.

**Transferring Voting Card to Non-Designated Individuals Not Allowed.** The voting delegate card may be transferred freely between the voting delegate and alternates, but *only* between the voting delegate and alternates. If the voting delegate and alternates find themselves unable to attend the General Assembly, they may *not* transfer the voting card to another city official.

**Seating Protocol during General Assembly.** At the General Assembly, individuals with a voting card will sit in a designated area. Admission to the voting area will be limited to the individual in possession of the voting card and with a special sticker on their name badge identifying them as a voting delegate.

The voting delegate desk, located in the conference registration area of the Long Beach Convention Center in Long Beach, will be open at the following times: Wednesday, Oct. 16, 8:00 a.m.-6:00 p.m. and Thursday, Oct. 17, 7:30 a.m.-4:00 p.m. On Friday, Oct. 18, the voting delegate desk will be open at the General Assembly, starting at 7:30 a.m., but will be closed during roll calls and voting.

The voting procedures that will be used at the conference are attached to this memo. Please share these procedures and this memo with your council and especially with the individuals that your council designates as your city's voting delegate and alternates.

Once again, thank you for submitting your voting delegate and alternates by Wednesday, Sept. 25. If you have questions, please contact Zach Seals at [zseals@calcities.org](mailto:zseals@calcities.org).

Attachments:

- General Assembly Voting Guidelines
- Information Sheet: Cal Cities Resolutions and the General Assembly

## **General Assembly Voting Guidelines**

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to Cal Cities policy.
2. **Designating a City Voting Representative.** Prior to the Cal Cities Annual Conference and Expo, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the voting delegate form provided to the Cal Cities Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the voting delegate desk in the conference registration area. Voting delegates and alternates must sign in at the voting delegate desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the General Assembly.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the credentials committee at the voting delegate desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in their possession the city's voting card and voting tool; and be registered with the credentials committee. The voting card may be transferred freely between the voting delegate and alternates but may not be transferred to another city official who is neither a voting delegate nor alternate.
6. **Voting Area at General Assembly.** At the General Assembly, individuals with a voting card will sit in a designated area. Admission to the voting area will be limited to the individual in possession of the voting card and with a special sticker on their name badge identifying them as a voting delegate.
7. **Resolving Disputes.** In case of dispute, the credentials committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the General Assembly.

# How it works: Cal Cities Resolutions and the General Assembly

Developing League of California Cities policy is a dynamic process that engages a wide range of members to ensure Cal Cities represents cities with one voice. These policies directly guide Cal Cities' advocacy to promote local decision-making, and lobby against statewide policies that erode local control.

The resolutions process and General Assembly is one way that city officials can directly participate in the development of Cal Cities policy. If a resolution is approved at the General Assembly, it becomes official Cal Cities policy. Here's how resolutions and the General Assembly work.

## Prior to the Annual Conference and Expo

### General Resolutions



Sixty days before the Annual Conference and Expo, Cal Cities members may submit policy proposals on issues of importance

to cities. The resolution must have the concurrence of at least five additional member cities or individual members.

### Policy Committees



The Cal Cities President assigns general resolutions to policy committees where members

review, debate, and recommend positions for each policy proposal. Recommendations are forwarded to the Resolutions Committee.

## During the Annual Conference and Expo

### Petitioned Resolutions



The petitioned resolution is an alternate method to introduce policy proposals during

the annual conference. The petition must be signed by voting delegates from 10% of member cities, and submitted to the Cal Cities President at least 24 hours before the beginning of the General Assembly.

### Resolutions Committee



The Resolutions Committee considers all resolutions. General Resolutions approved<sup>1</sup> by either a policy committee

or the Resolutions Committee are next considered by the General Assembly. General resolutions not approved, or referred for further study by both a policy committee and the Resolutions Committee do not go to the General Assembly. All Petitioned Resolutions are considered by the General Assembly, unless disqualified.<sup>2</sup>

### General Assembly



During the General Assembly, voting delegates debate and consider general and petitioned resolutions forwarded by the Resolutions Committee. Potential Cal Cities bylaws amendments are also considered at this meeting.

## Who's who

Cal Cities policy development is a member-informed process, grounded in the voices and experiences of city officials throughout the state.

The **Resolutions Committee** includes representatives from each Cal Cities diversity caucus, regional division, municipal department, and policy committee, as well as individuals appointed by the Cal Cities president.

**Voting delegates** are appointed by each member city; every city has one voting delegate.

The **General Assembly** is a meeting of the collective body of all voting delegates—one from every member city.

Seven **policy committees** meet throughout the year to review and recommend positions to take on bills and regulatory proposals. Policy committees include members from each Cal Cities diversity caucus, regional division, and municipal department, as well as individuals appointed by the Cal Cities president.

<sup>1</sup> The Resolution Committee can amend a general resolution prior to sending it to the General Assembly.

<sup>2</sup> Petitioned Resolutions may be disqualified by the Resolutions Committee according to Cal Cities Bylaws Article VI, Sec. 5(f).



# City of Carpinteria

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## COUNCIL AGENDA STAFF REPORT July 22, 2024

### **ITEM FOR COUNCIL CONSIDERATION**

Code Compliance Quarterly Report Q2, 2024.

### **STAFF RECOMMENDATION**

Receive and file the Q2 Code Compliance Quarterly Report.

### **BACKGROUND**

The Code Compliance Division enforces local and state laws for the City of Carpinteria. Staffing includes one Code Compliance Supervisor and one Code Compliance Officer II with varied schedules generally serving the city seven days a week. Code Compliance staff work both proactively and in response to community-initiated requests to address zoning, building, homelessness, public nuisances, smoking restrictions, animal control, and parking regulations within City limits. Code Compliance staff work in cooperation with all City Departments, the Sheriff's Office, and other agencies to resolve code-related issues and calls for service in an efficient and timely manner.

At the request of the City Council, Code Compliance staff provides a quarterly report summarizing the recent types and number of compliance efforts responded to by the Code Compliance division. Where appropriate or noteworthy, the quarterly report can be used to highlight current issue areas, trends (both positive and negative), or particularly significant cases that have been addressed.

Figure 1, below, provides the available means to contact Code Compliance staff. Contact via the City's service request portal (web link provided below) is the preferred method for filing a complaint or logging a request for service.

Figure 1. Code Compliance Contact Information

|                                                                                                                           |                |                                                                        |
|---------------------------------------------------------------------------------------------------------------------------|----------------|------------------------------------------------------------------------|
| <a href="https://carpinteriaca.gov/local-info/service-request/">https://carpinteriaca.gov/local-info/service-request/</a> |                |                                                                        |
| David Hernandez                                                                                                           | (805) 755-4418 | <a href="mailto:davidh@carpinteriaca.gov">davidh@carpinteriaca.gov</a> |
| Henry Menendez                                                                                                            | (805) 755-4413 | <a href="mailto:henrym@carpinteriaca.gov">henrym@carpinteriaca.gov</a> |

## **DISCUSSION**

The following discussion and attached presentation (Attachment A) summarizes the reported Code Compliance activities for the second quarter (April, May, and June) of 2024:

Dozens of service requests are received monthly, in addition to numerous code violations identified by Code Compliance staff during routine patrols. Those initial service requests and officer-initiated contacts that require further investigation or action by Code Compliance staff are logged as “cases.” Code Compliance responds to and/or investigates each case to determine the appropriate course of action to best resolve these issues. Code Compliance staff logged **161 total cases opened this quarter, down 47 from last quarter’s 208 cases.** This quarter’s caseload is summarized by type below and is graphically depicted in slide 3 of Attachment A:

- Animal Control Services: 11 cases
- Animal Violations: 16 cases
- Bicycles on Sidewalk: 12 cases
- Business Licensing: 3 cases
- Graffiti: 9 cases
- Health and Safety: 1 case
- Homeless Contacts: 4 cases
- Parking Enforcement: 71 cases
- Public Nuisances: 4 cases
- Public Parks & Beaches: 9 cases
- Street & Sidewalk Encroachments: 7 cases
- Zoning- Sign Regulations: 6 cases
- Zoning Enforcement: 8 cases

Code Compliance routinely patrols City streets and parks, and monitors for typical parking and animal-related code violations (e.g., 72-hour parking or off-leash dog), in addition to watching out for other types of code violations such as unpermitted signs or construction, and homeless encampments. Code Compliance also receives requests for service from the public, including through online service requests (GoGov), email, or by phone, with the first option being the preferred and most efficient means. As in past quarters, Parking and Animal Violations again topped the most frequent service requests this quarter at **71 and 16 requests**, respectively. Contacts related to Graffiti and Bicycles on Sidewalks remained high but were slightly down from last quarter. However, as we transition into the peak summer months of Q3, contacts for these types of activities are anticipated to increase, as has been the case in years past.

Of the 161 cases opened this quarter, 145 were community-initiated service requests. Members of the public can access the online service request portal both through the City’s website and/or the City’s smartphone app (search “Carpinteria” in the app store). The system allows for better tracking of requests, automatic notifications to requestors when service is complete, and even allows requestors to leave feedback on the quality of service provided. Public outreach to encourage utilization of the new system remains ongoing. Slide 4 in Attachment A shows public feedback received in Q2 from users of the online service request system; these survey results from the public are a great metric and may help in staff improvements going forward.

Slides 5 and 6 break down the way service requests are being generated and the types of requests that are being reported to the Code Compliance division within the GOGov software.

Code Compliance cases exclusive of parking and animal control-related compliance activities are summarized in Slides 7 and 8 (map) of the attached presentation. These cases include zoning violations, graffiti, public nuisances, homeless contacts, and business license violations, among others.

Zoning compliance efforts include incidents like residents building without permits, unpermitted use of property, and businesses operating without a business license. When a violation is found to have occurred, several code compliance tools are used to gain voluntary compliance such as a “stop work order,” “compliance order,” or “notice of violation.” If voluntary compliance is not gained, staff has the ability to issue Administrative Citations in the amount of \$100, \$200, and up to \$500 per day for each day that a violation continues to exist. Staff opened **8 zoning** cases this quarter, with six out of the eight resulting in resolution and 2 working towards being resolved with the issuance of compliance letters. Additionally, staff resolved **6 sign regulation** violations.

Code Compliance staff addressed **4 Public Nuisance** cases this quarter. Public Nuisances can include property maintenance issues such as overgrown lawns and shrubs, or barking dogs and other loud sounds. Staff successfully addressed 2 vehicles under the Municipal Code for storage of abandoned, wrecked, dismantled, or inoperative vehicles or parts thereof on private property, and 2 properties for weed abatement.

Code Compliance staff also received 14 noise complaints from 2 separate parties and 1 anonymous source concerning live entertainment at Island Brewing Company during this past quarter. These noise complaints are typically received after-the-fact and are not logged as cases for the purposes of tracking; however, staff wanted to acknowledge the number of received complaints given the ongoing community interest around the regulation of live entertainment. Going forward into Q3, Code Compliance staff will be developing and implementing a monitoring program to begin capturing noise level measurements surrounding live entertainment venues to better understand the extent and severity of any resultant noise impacts. This information will be presented to the City Council as part of a forthcoming status report later this year.

There were **4 contacts with people experiencing homelessness**, which is significantly down compared to last quarter’s 17 contacts. This reduction is believed to be partly due to the combined efforts of the Sheriff’s Department and Code Compliance staff, including contacts, outreach, and enforcement; which helps reduce the number of violations compared to years past. Also contributing to the reduction is the centralized location of the lunch program where service providers can assist helping people in need connect with a wide range of services. Typically, organizations like Good Samaritan, New Beginnings, Behavioral Wellness, and AmeriCorps attend weekly.

Staff dedicates approximately 10 hours a month to attending meetings and trainings related to people experiencing homelessness, or doing outreach in the field and working

with outside agencies who assist people to get off the street and into housing. Staff's enforcement and outreach approach, along with connecting those in need to the providers listed above, have seen dramatic reduction in contacts this year. Slide 9 of Attachment A shows staff having made 135 contacts related to homelessness in 2022/2023 vs 54 this current year.

There were **31 Health and Safety, Graffiti, and Business Licensing**-related cases this quarter. These include public contacts for public smoking and open containers, and shopping carts, among others. To highlight some of the cases opened this quarter, 7 street encroachment violations were addressed. These included conducting business, repairing of vehicles, and trash containers in the right of way.

There were **352 parking tickets issued and 71 service requests for alleged 72-Hour Parking violations** in Quarter 2 compared to last quarter's 436 tickets and 52 service requests. Certain areas of the city, such as neighborhoods with higher density housing, generate more service requests related to 72-hour parking violations. These areas require increased monitoring and enforcement actions to gain compliance. Staff notes that parking enforcement service requests were up slightly compared to the last quarter and may be credited to the new online portal. Slides 10 and 11 (map) of Attachment A break down the 352 issued parking citations by type of violation and location, with the vast majority attributed to: 1.) parking in "no parking" areas; 2.) 72-hour parking violations; and 3.) Timed Parking violations.

Slides 12 and 13 (map) of Attachment A show typical animal control-related contacts and/or service requests including off-leash reports, stray dogs, and disposal of dead animals. This quarter included **22 contacts for dogs off-leash, 3 dogs in a prohibited area, 3 license checks, 4 strays/adoptions, and 85 dog licenses issued**. Contacts for off-leash dogs stayed consistent this quarter (22 contacts vs 24 contacts) and reflects the continued increased patrols of City parks and open spaces as an enforcement priority for Code Compliance staff.

As a reminder, citizens who wish to volunteer to foster or walk our adoptable pets can go to the City's website to learn more about becoming a volunteer or contact Code Compliance staff directly for questions on becoming a foster volunteer.<sup>1</sup> If interested in adopting a pet, please see the Animal Control page of the city's website for information on currently available pets.<sup>2</sup>

## **POLICY CONSISTENCY**

The purpose of this report is to provide transparency to the public for the services the Code Compliance Division provides to the community.

## **FINANCIAL CONSIDERATIONS**

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<sup>1</sup> For volunteer opportunities with the City, please contact Olivia Uribe Mutal at (805) 744-4401 or by email at: [OliviaU@carpinteriaca.gov](mailto:OliviaU@carpinteriaca.gov), or visit: <https://carpinteriaca.gov/local-info/volunteer-services/>

<sup>2</sup> Please visit Carpinteria's Animal Care and Control page here: <https://carpinteriaca.gov/city-hall/community-development/animal-care-and-control/>

No financial analysis is included as a part of this report.

### **LEGAL AND RISK MANAGEMENT CONSIDERATIONS**

No legal issues are presented as a part of this report.

### **OPTIONS**

The City Council could provide additional direction to Staff regarding future reports.

### **PRINCIPAL PARTIES EXPECTED AT MEETING**

Kimberlee Albers, Homelessness Assistance Program Manager

### **ATTACHMENTS**

Attachment A. Code Compliance 2nd Quarter 2024 Presentation

Staff contact: David Hernandez, Code Supervisor  
(805) 755-4418, [DavidH@carpinteriaca.gov](mailto:DavidH@carpinteriaca.gov)

  
\_\_\_\_\_  
Signature

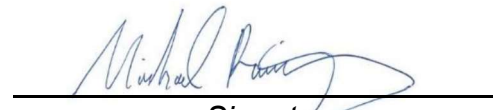
Reviewed by: Nick Bobroff, Community Development Director  
(805) 755-4407, [NickB@carpinteriaca.gov](mailto:NickB@carpinteriaca.gov)

  
\_\_\_\_\_  
Signature

Reviewed by: Ryan Kintz, Assistant City Manager  
(805) 755-4400, [RyanK@carpinteriaca.gov](mailto:RyanK@carpinteriaca.gov)

  
\_\_\_\_\_  
Signature

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

  
\_\_\_\_\_  
Signature



# Code Compliance

## QUARTERLY REPORT

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April 1 – June 30, 2024

# <https://carpinteriaca.gov/service-request/>

**Code Compliance Supervisor**

David Hernandez

(805) 755-4418

[david@carpinteriaca.gov](mailto:david@carpinteriaca.gov)

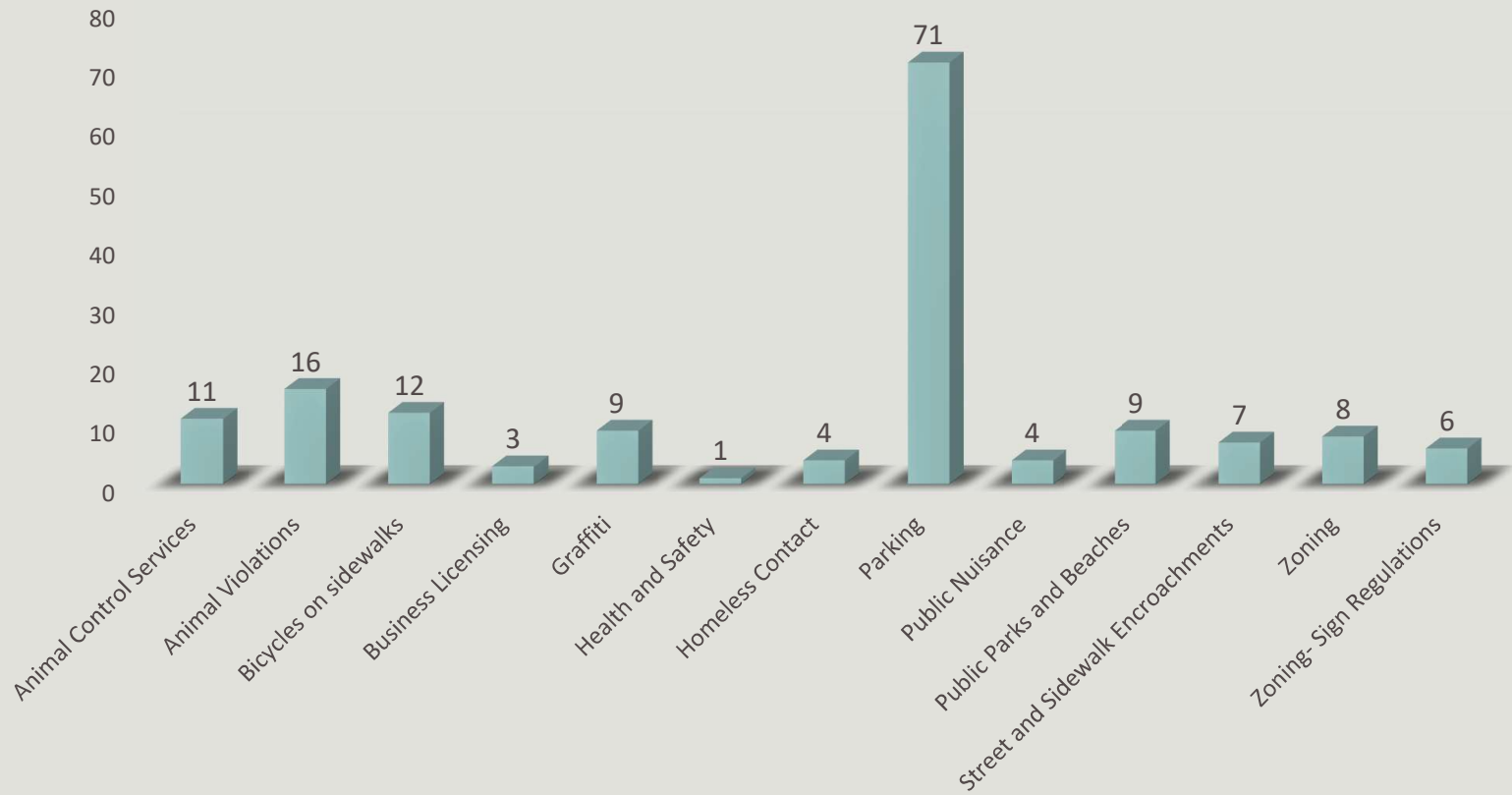
**Code Compliance Officer II**

Henry Menendez

(805) 755-4413

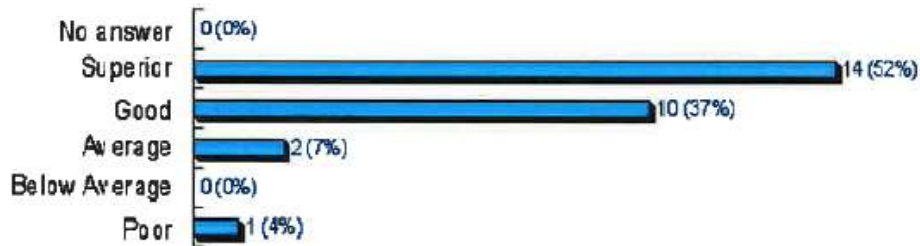
[henrym@carpinteriaca.gov](mailto:henrym@carpinteriaca.gov)

## Cases Opened by Type

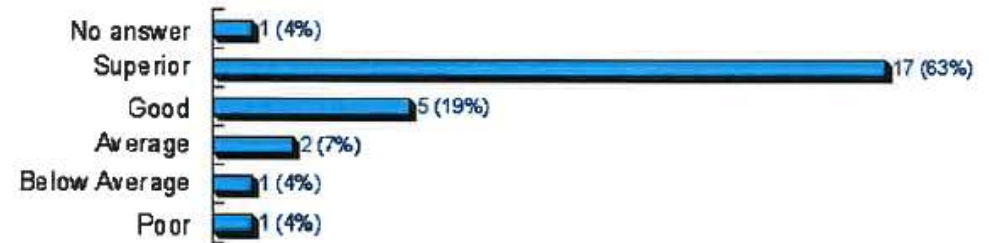


# Customer Satisfaction Results For Q2 2024

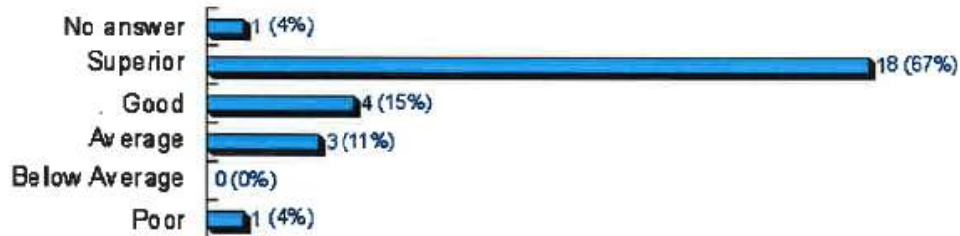
Employee Effectiveness



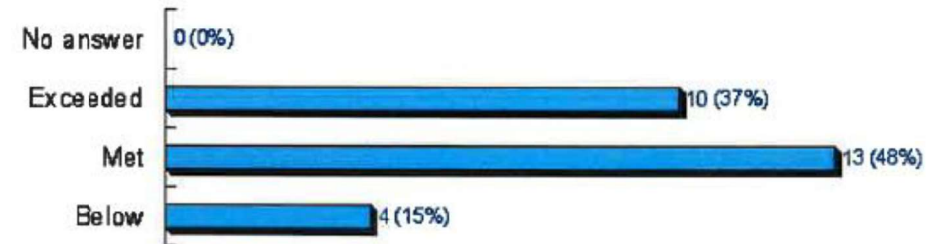
Time to Respond



Employee Courtesy

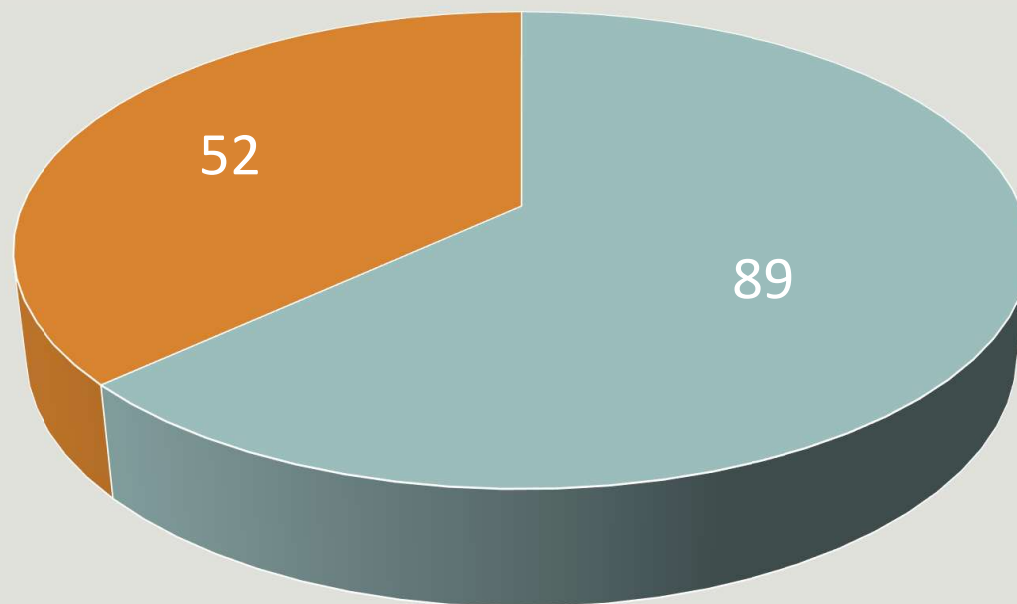


Expectations Met



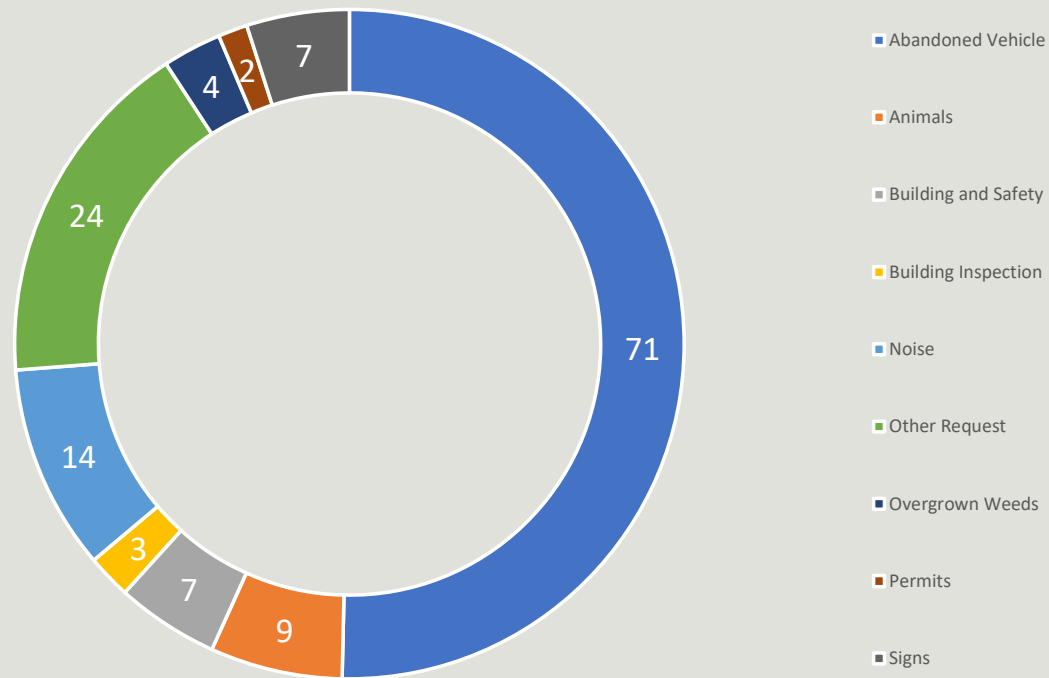
## 27 Surveys Filled Out This Time Period

## How Request are Reported

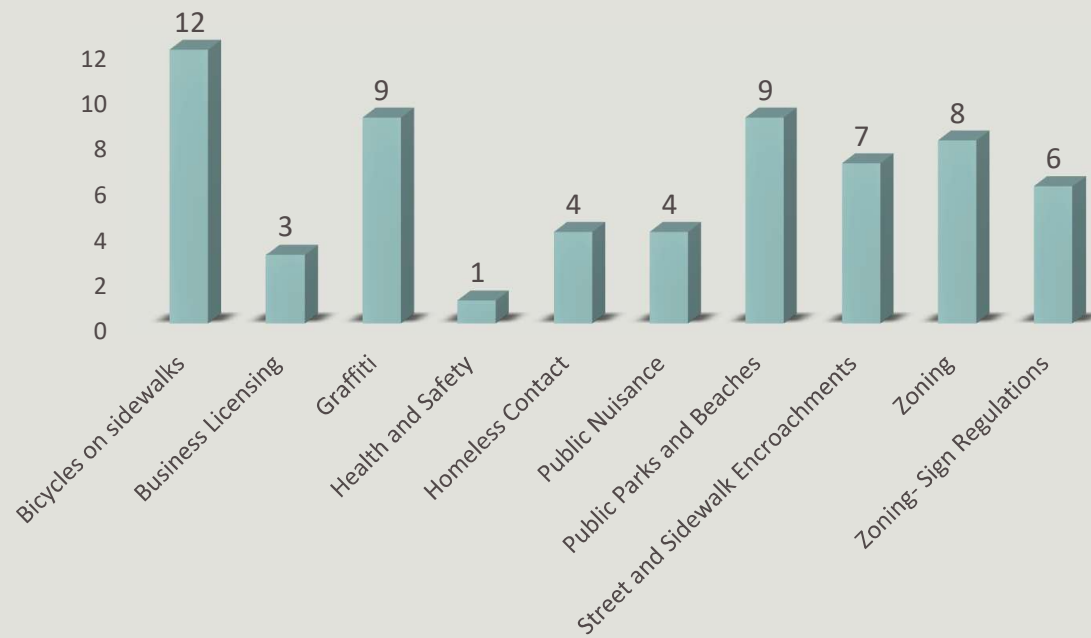


■ Online- City Website   ■ Smart Device(App)

# Service Request by Type Received



## Code Cases by Type

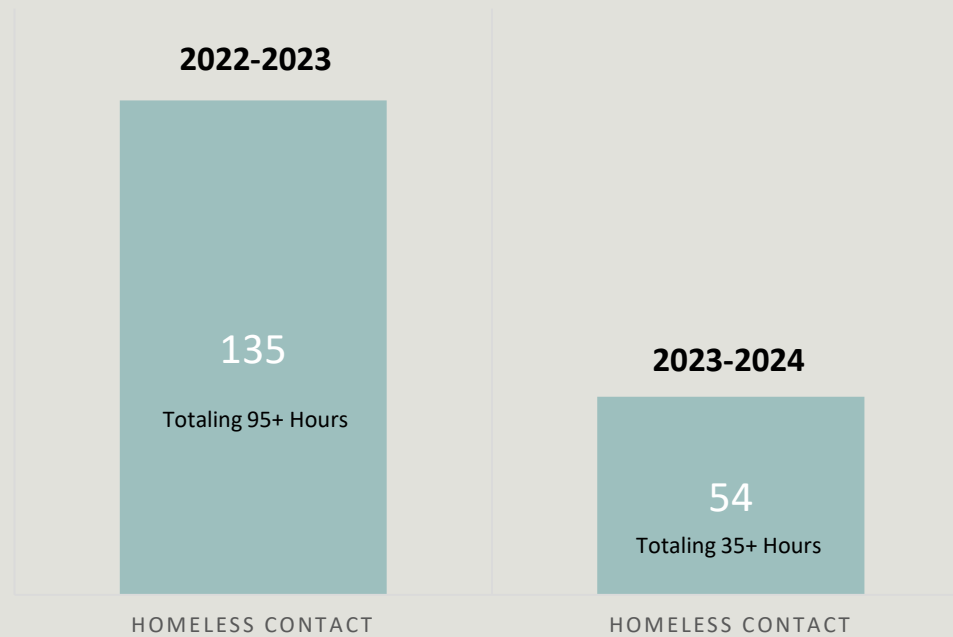


# Graffiti Q2 2024

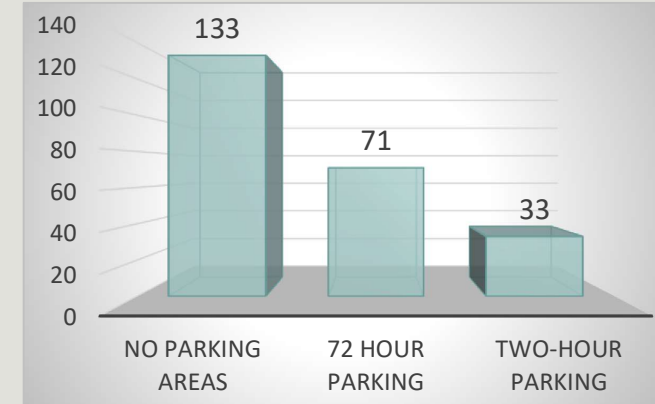
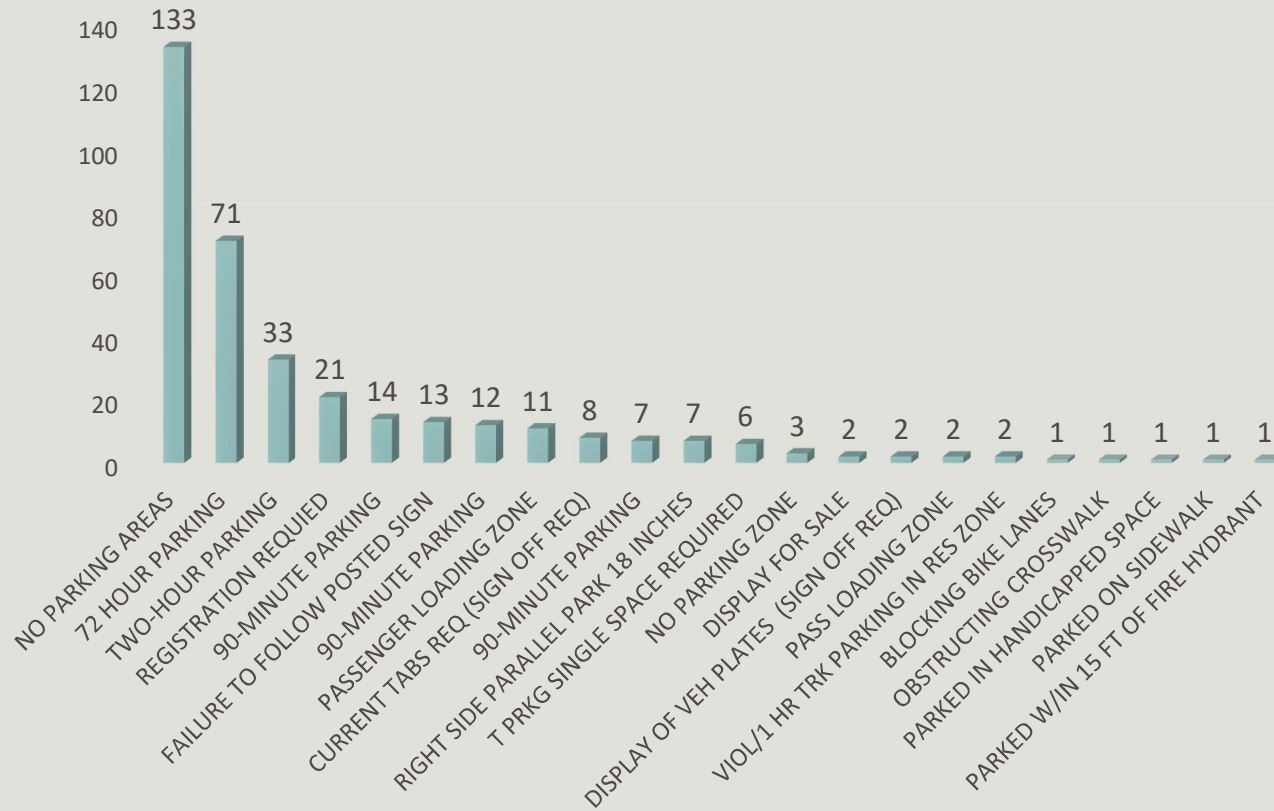
CASES (SHOWING 9 OF 9)



## ONE YEAR ANALYSIS OF HOMELESS CONTACTS



## Parking Citations by Type

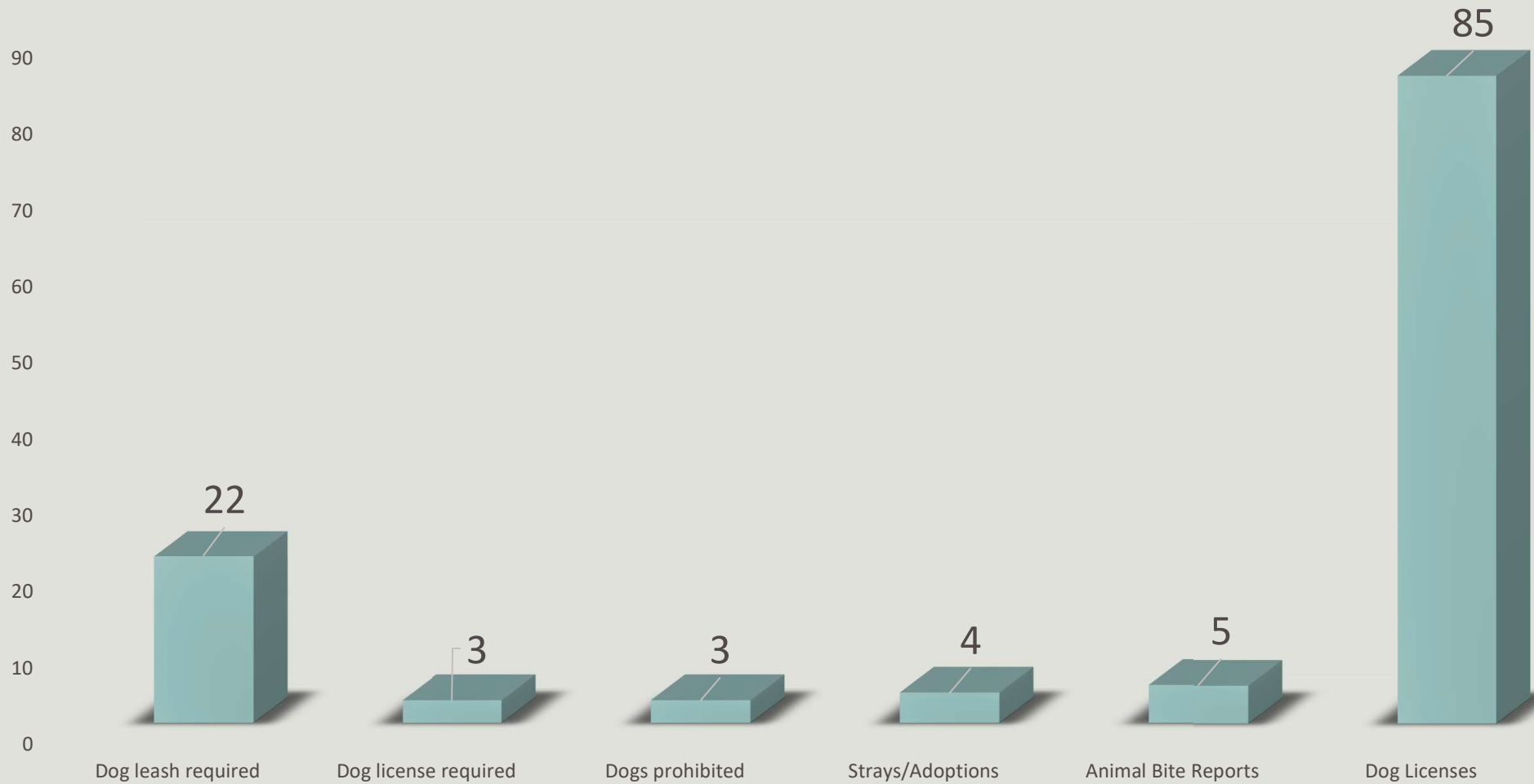


## 72hr Parking Violations by Location

CASES (SHOWING 71 OF 71)



## Q2 2024 Animal Control



## Animal Control & Services by Location

CASES (SHOWING 27 OF 27)





# City of Carpinteria

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## COUNCIL AGENDA STAFF REPORT July 22, 2024

### **ITEM FOR COUNCIL CONSIDERATION**

2024 Annual Report on efforts to assist people experiencing homelessness in Carpinteria and address issues related to homelessness in the community.

### **STAFF RECOMMENDATION**

Receive and file the annual report concerning ongoing efforts to assist people experiencing homelessness and to address issues related to homelessness in the community.

### **BACKGROUND**

Local response to the ongoing national crisis of homelessness continues to be a service area priority throughout Santa Barbara County, including Carpinteria. Each year, City and County staff provide the Council with an annual report summarizing local efforts to respond to homelessness-related matters within Carpinteria as well as broader efforts for the larger south coast region. As part of this annual report, staff also shares the findings from the most recent annual Point in Time Count completed in January of each year. Kimberlee Albers, Homeless Assistance Program Manager for the County of Santa Barbara, assists with this annual presentation to the City Council.

The City provides services to people experiencing homelessness via collaboration with the County of Santa Barbara, non-government organizations providing homeless services in the region, and local community-based volunteers and organizations. City staff routinely evaluates information to determine trends and issues related to homeless services as well as to evaluate the effectiveness and efficiency of those services. Information is gathered from daily logs of City program divisions, including inspections of parks, open spaces and public facilities such as the Veterans Hall and public restroom buildings, public right-of-way maintenance, code compliance contacts for issues such as smoking in public, and citations and arrests by law enforcement (includes both Sheriff's and State Parks). The Carpinteria-Summerland Fire Protection District also monitors the number and type of contacts with people that are believed to be homeless, including the number of transports by ambulance.

## **DISCUSSION**

### **Service Request Statistics**

As noted above, service requests related to homelessness matters are logged and tracked by City staff, local law enforcement, and fire safety personnel. This information is used to monitor trends over time and to help inform allocation of resources and services. Local data and issues concerning people experiencing homelessness in Carpinteria are reviewed and discussed at weekly and monthly meetings of City, County and service agency staffs. Acute and chronic issues are also discussed along with strategies for providing assistance to service resistant individuals.

Preliminary data from Code Compliance and the Sheriff's Department indicate City Code Compliance officers logged 53 homeless-related contacts and law enforcement logged 538 calls for service reported as homelessness-related matters during the past 2023-24 fiscal year. Of those service calls, 257 police reports were filed and 195 arrests were made. Public Works staff reports having cleaned up and removed 32 different encampments, in compliance with the City's Abandoned Personal Property policies during the past fiscal year. Most of these encampments were located along the Carpinteria Creek bike path, near the railroad tracks, or in the Carpinteria Bluffs preserve.

Tens of millions of dollars of federal COVID-19 relief bill funding, state funding, and local funding have been spent to address homelessness in Santa Barbara County in the last several years. This funding has been used to provide a myriad of services benefitting the region, including Carpinteria's population of people experiencing homelessness. Over the past year, an estimated 17 people experiencing homelessness in Carpinteria received assistance, including 5 people that moved to permanent destinations.

### **Annual Point in Time Count**

The County of Santa Barbara Community Services Department, Housing and Community Development Division, annually reports the results of its Point in Time (PIT) Count of persons experiencing homelessness. This year, the PIT Count was conducted on January 24, 2024 by the Santa Maria/Santa Barbara County Continuum of Care (CoC) and the preliminary findings were released in April 2024. The PIT Count is mandated by the federal Department of Housing and Urban Development (HUD) and serves as a snapshot of homelessness in the county on a single night. County staff in the Housing and Community Development Division and CoC Board Members provided oversight of the PIT Count working with the assistance of Santa Barbara Alliance for Community Transformation (SB ACT) <sup>1</sup> and more than 450 volunteers. The County of Santa Barbara serves as the lead agency and Administrative Entity for the CoC.

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<sup>1</sup> SB ACT creates collaboratives around social issues in SB County following the Stanford Collective Impact model of partnership.\* In each of its collaboratives, SB ACT acts as the "backbone organization" that keeps the collaborative moving toward its common agenda. In this way, SB ACT is not a service provider but rather a neutral convener that provides coordination and infrastructure for each of its collaboratives.

This year, 2,119 persons were counted countywide, representing a 12% increase in the number of persons experiencing homelessness compared to the 2023 PIT Count. The count included 1,332 persons experiencing unsheltered homelessness and 787 persons living in emergency shelters or transitional housing. In Carpinteria, 42 persons experiencing homelessness were counted, up from 23 persons in 2023. Figure 1, below, summarizes the countywide trend over the past four years. Figure 2 provides a summary count for each city and area that make up Santa Barbara County over the past four years.

Figure 1. Countywide Trend

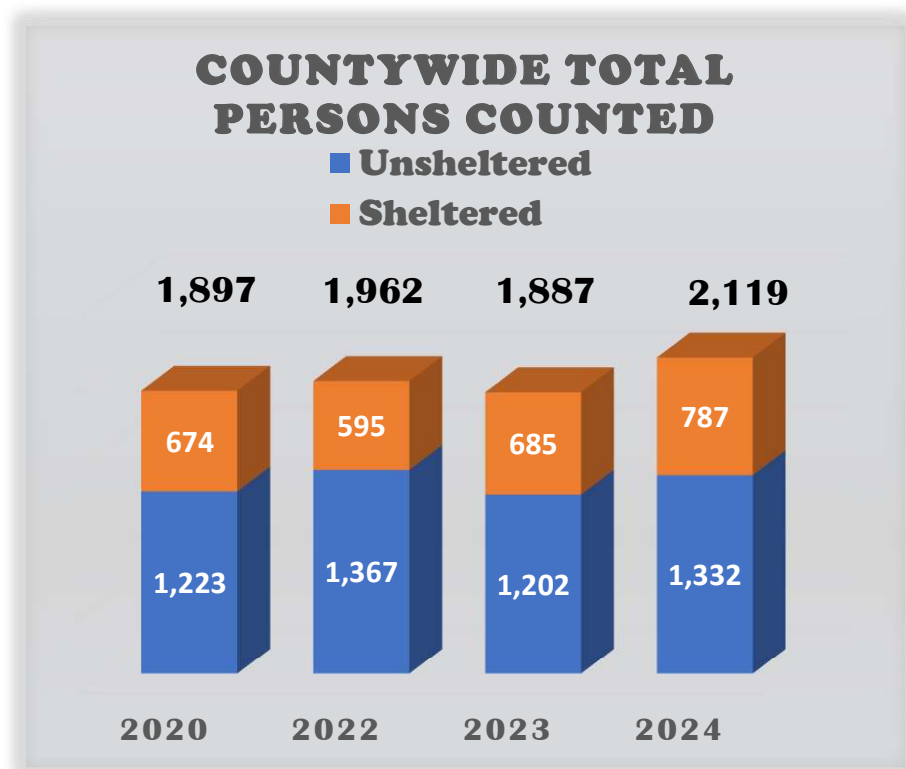


Figure 2. City/Area Counts

| <i>City/Area</i>                   | 2020         | 2022         | 2023         | 2024         |
|------------------------------------|--------------|--------------|--------------|--------------|
| <b>Carpinteria</b>                 | 39           | 21           | 23           | <b>42</b>    |
| Goleta                             | 166          | 92           | 136          | <b>148</b>   |
| Santa Barbara                      | 914          | 822          | 787          | <b>987</b>   |
| Isla Vista                         | 69           | 112          | 88           | <b>96</b>    |
| Lompoc*                            | 142          | 215          | 158          | <b>155</b>   |
| Buellton/Solvang/Santa Ynez Valley | 2            | 12           | 20           | <b>6</b>     |
| Santa Maria                        | 382          | 457          | 472          | <b>424</b>   |
| Guadalupe                          | 3            | 2            | 8            | <b>0</b>     |
| Unincorporated North               | 119          | 153          | 122          | <b>116</b>   |
| Unincorporated South               | 61           | 76           | 73           | <b>145</b>   |
| <b>Totals</b>                      | <b>1,897</b> | <b>1,962</b> | <b>1,887</b> | <b>2,119</b> |

Key insights from this year's PIT Count include:

- The number of people reporting that they were experiencing homelessness for the first time increased from 849 of those surveyed in 2023 to 1,114 of those surveyed in 2024.
- The number of people counted living in vehicles increased from 611 in 2023 to 710 in 2024. Carpinteria's significant increase with people experiencing homelessness has been attributed to a more concerted effort by PIT counters to locate and include individuals/families living in vehicles compared to past years.
- The number of families with minor children experiencing homelessness increased from 93 families (272 people) in 2023 to 125 families (364 people) in 2024.
- Contributing factors to the number of families, people living in vehicles, and people experiencing homelessness for the first time include: the lack of affordable housing, stagnation of wages versus rent costs, and the end of COVID-inspired eviction moratoriums, emergency housing vouchers and rental assistance programs.

The annual Santa Barbara County PIT Count reports, including the most recent report for 2024, are available on the County of Santa Barbara Continuum of Care website at: <https://www.countyofsb.org/2000/Information-Documents>

### Hot Lunch Program and Carp Connect

Each week, a group of community volunteers and local businesses and entities, work together to provide weekly lunches and provisions to individuals experiencing homelessness in Carpinteria. The weekly hot lunch program was formed as a means to gather local homeless persons to one area at a specific day and time where services could be offered. Currently, the lunch program offers services from a County Drug and Alcohol Specialist, County Behavioral Wellness, Good Samaritan (the regional homeless services entity), City Net, and New Beginnings, among others. According to counts provided by the lunch program organizers, over 1,100 guests were served during the 2023-24 fiscal year.

Running concurrently with the weekly lunch program, this site also serves Carp Connect, which is one of several Coordinated Entry System access points throughout Santa Barbara County. The coordinated entry system is intended to ensure that all persons experiencing a housing crisis have fair and equal access, and are quickly identified, assessed for, and referred and connected to housing and other types of assistance based on their respective needs.

Both the lunch program and Carp Connect operate from the Carpinteria Veterans Memorial Building at 941 Walnut Avenue on Wednesdays from 11:45 a.m. to 1:00 p.m. for the hot lunch program, and from 11:00 a.m. to 12:00 p.m. for the Carp Connect coordinated entry program.

### Safe Parking Program

The New Beginnings Counseling Center's Safe Parking Program expanded to Carpinteria in October 2022 when the City Council adopted Resolution No. 6171, establishing administrative procedures for a two-year Safe Parking Pilot Program, and authorized the City Manager, on behalf of the City, to enter into an operating agreement with New Beginnings Counseling Center. Currently, under the Pilot Program, a maximum cap of six vehicles per night are served.

According to the monthly monitoring reports submitted to the City by New Beginnings, all six spaces are consistently occupied and New Beginnings maintains a waiting list of approximately 19 individuals waiting for an opportunity to participate in the Safe Parking Program. Year-to-date totals show that 19 individuals (13 vehicles) have been assisted by the Safe Parking Pilot Program this year, with six of those individuals having been transitioned into permanent housing. Later this year, the Council will have the opportunity to review the success of the pilot program and to consider whether to extend and/or expand the program on an ongoing basis.

### Regional Efforts

Projects, programs and services developed or under development in the region over the last several years include but are not limited to:

- In a joint application with the City of Santa Barbara, Santa Barbara County has been awarded approximately \$8 million to tackle the pressing issue of persons living in vehicles, from the Encampment Resolution Fund Round 3 (ERF-3). This award aims to link individuals currently residing in vehicle encampment areas throughout the county to both interim and permanent housing. The 2024 Point in Time Count data reflects a continued increase in the number of persons living in vehicles.
- The County has added interim housing, Hope Village in Santa Maria, which opened in March, and La Posada in Southern Santa Barbara County, which opened in April. Both projects, with a combined total of 174 cabins, are large enough in scale to reduce unsheltered homelessness.
- Dignity Moves <sup>2</sup> opened a new Interim Supported Housing development at 1016 Santa Barbara Street, which provides 34 private, dignified rooms for individuals experiencing homelessness. Each room has a bed, a desk and chair, heating and air conditioning, a window, and most importantly a door that locks. The site has been thoughtfully designed by architectural and design firm, Gensler, to create a welcoming community, foster a sense of belonging, and to fit with the local aesthetic of Santa Barbara, even down to the shape of the archway at the entrance and the terra cotta-colored roofs. The community also includes case manager offices, extensive dining and community spaces, a computer lab, pet area, community gardens, and ample storage for residents' belongings.

Dignity Moves continues to look for additional sites to expand their inventory of interim supportive housing units throughout the south coast region, including within Carpinteria. City staff have met with representatives from Dignity Moves on several occasions now to discuss and explore where and how a “tiny home village” could locate in the Carpinteria area to serve and help transition local individuals experiencing homelessness into permanent housing. Staff anticipates bringing a discussion item to the City Council later this year as these discussions continue to develop and coalesce around one or more possible candidate sites.

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<sup>2</sup> DignityMoves and the County of Santa Barbara have partnered to bring a new interim housing community to downtown Santa Barbara. Covid-19 has increased the urgency of building non-congregate housing for the unsheltered in our community. While more permanent housing is the ultimate long-term goal, our streets cannot be the waiting room. DignityMoves is building “interim supportive housing” as a stop-over between tents and permanent housing—where clients can be safe and receive the critical support services necessary to rebuild their lives and exit homelessness.

- The County and the City of Goleta purchased the Super 8 motel at 6021 Hollister Avenue and converted it into supportive housing for people who are experiencing, or at risk of, homelessness. Fifteen studio apartments are set aside for youth who are aging out of foster care, also called transition-aged youth. Eight studio apartments are reserved for graduates of the Cottage Hospital Recuperative Care program, who are recovering from health issues. And five studio apartments are reserved for veterans, part of the HUD-VASH voucher program. The remaining 31 units are to be filled with residents referred from other organizations and agencies such as Good Samaritan, Transition House, PATH, New Beginnings and its Safe Parking program, and the Santa Barbara County Behavioral Wellness program.

## **POLICY CONSISTENCY**

The City's collaborative approach to providing homeless services, as described above, is intended to be a cost effective and efficient means for the City to address an important community service need. People living on the streets of Carpinteria require services that result in increased public costs for law enforcement, emergency medical and hospital services, and present health and safety issues for the individual experiencing homelessness and the general public. Providing emergency services to people experiencing homelessness, although important, generally does not result in lasting changes for the homeless person or address the public health & safety and quality of life issues caused by homelessness that are of concern to the community.

The response model being followed by the City through its partnerships with Good Samaritan and other partnering agencies is intended to reduce reliance on first responders, which often results in arrest, transportation, jail and/or hospitalization, and to prioritize housing and related support services that can lead people that have been chronically homeless to reunification with family and/or getting established in permanent housing. This cost-effective approach to addressing homelessness was first discussed in detail in 2006 as a part of the Santa Barbara County Ten Year Plan to End Chronic Homelessness, which referenced various national studies on the subject.

The City Housing Element includes a number of policies aimed at addressing special needs housing, which includes transitional<sup>3</sup> and supportive <sup>4</sup>housing that can meet the

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<sup>3</sup> Transitional housing may be designated for a homeless individual or family transitioning to permanent housing. This housing can take several forms, including group housing or multi-family units, and may include supportive services to gain necessary life skills in support of independent living. The length of stay is predetermined with a six-month minimum.

<sup>4</sup> Supportive housing is a place for permanent residence unlike temporary emergency shelters and transitional housing where services are provided to the occupants either at the residence or off-site. The types of support services that may be provided include mental health care, vocational and employment services, substance abuse treatment, child care and independent living skills training. The residents of supportive housing are disabled or include populations such as families with children, elderly persons, and young adults aging out of the foster care system, individuals exiting from institutional settings, veterans or homeless people. There is no limit on the length of stay.

needs of individuals and families that are homeless. The City's zoning regulations treat transitional and supportive housing as a residential use subject to those restrictions that apply to other residential uses of the same type in the same zone district. This regulatory approach ensures that development proposals for transitional and supportive housing will be treated the same as other residential proposals.

## **FINANCIAL CONSIDERATIONS**

The City of Carpinteria currently expends tens of thousands of dollars annually responding to issues related to homelessness and to address health and safety needs of people experiencing homelessness. Law enforcement, public works street maintenance, parks maintenance, code compliance, and management programs of the City are all impacted by demands for service created by homelessness. These expenses are difficult to track but, ultimately, result in increased public costs for services.

## **LEGAL AND RISK MANAGEMENT CONSIDERATIONS**

In California, a growing body of case law is influencing how cities and counties manage competing interests of public health and safety and providing assistance to people living on streets and in other public places, often with severe mental and physical health issues. The City Attorney's office monitors these cases and advises City staff accordingly.

For example, in the past year, the City has updated both its Abandoned and Unattended Personal Property regulations (CMC chapter 2.52) and Administrative Policy, and its Administrative Policy for the Enforcement of No Camping Regulations (CMC chapters 8.20 and 12.24) to comply with evolving case law. And with the very recent Supreme Court decision in the Grants Pass, Oregon v. Johnson case, City staff will once again be reexamining how the City should regulate sleeping and camping in public places. Once staff has had an opportunity to further study the matter, a more detailed discussion of the implications of the Supreme Court's decision and a recommended course of action in response will be presented to the City Council.

Likewise, as part of the City's adopted 2023-2031 Housing Element update, the City has committed to updating the City's Zoning Code (CMC, Title 14) to be compliant with current state housing laws concerning interim/transitional and supportive housing, and emergency shelters. Initiation of these Zoning Code updates is targeted for later this fiscal year and is intended to help streamline the permitting process for these important types of special needs housing.

## **OPTIONS**

The City Council could provide additional direction to Staff regarding future reports.

**PRINCIPAL PARTIES EXPECTED AT MEETING**

Kimberlee Albers, County of Santa Barbara – Homeless Assistance Program Manager

Staff contact: David Hernandez, Code Compliance Officer Supervisor  
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Signature

Reviewed by: Nick Bobroff, Community Development Director  
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Signature

Reviewed by: Ryan Kintz, Assistant City Manager  
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Signature

Reviewed by: Michael Ramirez, City Manager  
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Signature



# City of Carpinteria

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## COUNCIL AGENDA STAFF REPORT July 22, 2024

### **ITEM FOR COUNCIL CONSIDERATION**

Consideration of Community Interest in Establishing a Community Center in Carpinteria at 801 Linden Avenue.

### **STAFF RECOMMENDATION**

Staff recommends that the City Council:

1. Receive and file staff report on community interest in establishing a future community center at 801 Linden Avenue.
2. Authorize staff to negotiate a 6-month option-to-purchase agreement for 801 Linden Avenue for an amount not-to-exceed \$10,000 per month and make a corresponding budget appropriation.
3. Direct staff to continue to explore additional funding opportunities and partnerships for the potential acquisition, tenant improvements, and maintenance of a community center, including community outreach and engagement to gauge public interest and funding support.

Sample Motion: I move to receive and file the report on community interest in establishing a future community center at 801 Linden Avenue, authorize staff to negotiate a 6-month option-to-purchase agreement for 801 Linden Avenue for an amount not-to-exceed \$10,000 per month, and direct staff to explore additional funding opportunities and partnerships for the acquisition and development of the community center, including community outreach and engagement to gauge public interest and funding support.  
*(Requires a roll call vote.)*

### **BACKGROUND**

Carpinteria is currently the only incorporated city in Santa Barbara County that does not have a dedicated center to host community programming, including programming for seniors and youth.

On January 24, 2024, City Manager Michael Ramirez (Ramirez) met with U.S. Congressman Salud Carbajal (Carbajal) to discuss various City projects. At this time, Ramirez was made aware of a federal funding opportunity to support a community center in Carpinteria (Community Center).

In early April, Ramirez confirmed that the owner of the real property on 801 Linden Ave., the John Welty Family Trust (Owner), had an interest in selling the property to the City for use as a community center. The selling price was discussed to be approximately \$5 million.

On April 26, 2024 City staff submitted a Community Project Funding request to Carbajal's Office requesting \$5 million for the purpose of purchasing the property located at 801 Linden Avenue for the development and operation of a future Community Center (Attachment A).

On May 16, 2024, the City was notified that the City's community center project request was included in the projects Carbajal submitted to the appropriate committee for further review and consideration.<sup>1</sup> On June 25, 2024, Ramirez was notified by Carbajal's Office that the House Appropriations Committee had started working on approving some of the spending bills for the appropriations process; however, the U.S. Department of Housing and Urban Development (HUD) (the source of funding for community projects) had not yet completed the process. Carbajal's Office is hopeful that a funding determination will be made ahead of the September 30, 2024, deadline; however, there is no guarantee that a determination will be made by the deadline.

As the City awaits the final decision on the grant and the awarding of funds, the Owner continues to incur expenses for the maintenance and upkeep of the building. The Owner supports the development of a Community Center in Carpinteria and is willing to delay listing the property for sale despite the potential opportunity costs; however, the Owner has requested the City enter into an option-to-purchase agreement. The proposed agreement would be for up to 6 months, at a rate of \$10,000 per month, to cover the Owner's monthly expenses.<sup>2</sup> By this time, the City hopes to receive notification of the federal grant award. This additional time will allow staff to assess philanthropic and community interest in supporting the development of a Community Center, including potential grants and/or donations to support any funding gap.

The purpose of this agenda matter is to request Council direction regarding appropriations of \$60,000 from the Measure X Fund Balance to secure a 6-month option-to-purchase agreement with the Owner. This agreement will provide the Owner with the necessary funds to cover expenses and delay listing the property while the City awaits final decisions

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<sup>1</sup> <https://carbajal.house.gov/constituent-services/fy25-community-projects.htm>

<sup>2</sup> Monthly expenses include: Loan payment (\$3,024.17), Insurance (\$707.50), Taxes (\$4,416.67), Security System (\$249.00), Water (\$200.00), Fire Prevention – Sprinkler System (\$140.00), Landscape Maintenance (\$100.00), Tree Care Maintenance (\$50.00), Utilities – Edison (\$300.00), Sprinkler Testing (\$50.00), and Miscellaneous Expenses (\$763.00).

on grant funding and evaluates community and philanthropic interest in supporting the project. This one-time investment will allow the City to maintain the property as a potential site for a Community Center. Without this agreement, the Owner may list the property for sale, potentially jeopardizing the City's ability to secure the site for the project if grant funding is awarded.

## **DISCUSSION**

A Community Center in Carpinteria could be a welcoming sanctuary for community members and our many community groups – from youth, to seniors, to veterans, to Spanish-speaking community members – fostering connections and a sense of camaraderie within the community. A local Community Center would provide inviting meeting and gathering spaces and could serve as the go-to spot for community members of all ages, providing a wide array of programs and services.

By creating an intentional space for these groups to meet, a Community Center would foster individual well-being and strengthen community connectedness. It would allow local groups to establish additional education, recreation, and support services by providing an accessible space located in the heart of downtown Carpinteria.

The City submitted a request for Community Project Funding to Carbajal's Office requesting \$5 million for the purpose of purchasing the property located at 801 Linden Avenue for the development and operation of the Community Center. The current owner of the building is willing to sell the 7,300 sq. ft. building to the City for approximately \$5 million, resulting in a price per square foot of approximately \$684.93.

There are a few recent comparable retail properties that have been sold in Carpinteria within the last few years, listed below with the total sale cost and price per square foot cost. It is important to note that the condition of the below buildings is not known, which could partially explain the lower price per square foot cost.

- 701 Linden Ave, (The Palms) Carpinteria, CA 93013 sold for \$5,650,000 on June 5, 2023 (11,325 sq. ft. Price per Square Foot: \$667)
- 870 Linden Avenue sold for \$2.4 million (Square Footage: 3,600 sq ft | Price per Square Foot: \$667)
- 890 Linden Avenue (Señor Frogs building) sold for \$2.7 million (Square Footage: 4,000 sq ft | Price per Square Foot: \$675)

A monthly rent of \$10,000 for a 7,300 square foot building in Carpinteria is in line with the fair market value for the area. The quoted rate falls within the typical range of \$1.40 - \$1.50 per square foot per month for similar-sized properties in the same location. However, factors like the building's condition, amenities, and specific location within Carpinteria would likely influence the cost of rent.

According to a commercial real estate listing service, the average asking rent for industrial properties in Carpinteria is around \$1.40 per square foot per month (as of May 2023). For a 7,300 square foot building, this would translate to approximately \$10,220 per month. Various commercial real estate platforms show several listings for similar-sized industrial/commercial buildings in Carpinteria:

- A 7,200 sq ft industrial building listed for \$10,000/month (\$1.39/sq ft)
- A 6,500 sq ft industrial building listed for \$9,750/month (\$1.50/sq ft)
- An 8,000 sq ft commercial building listed for \$12,000/month (\$1.50/sq ft)

The City would need to identify and secure additional outside funding for tenant improvements, maintenance, and if necessary, any unfunded portions of the purchase price.

Cost estimates for improvements and maintenance are estimates only and would need to be reanalyzed if the grant money is approved and the City moves forward with the purchase of the building. Staff estimates improvements and renovations to cost approximately \$600,000, which would include funding for design fees, permitting, construction management, construction, etc.

The City expects to partner with multiple other community organizations for programming of the Community Center, and anticipates that such organizations will contribute funding towards maintenance and other costs. The City estimates annual maintenance of the building to cost approximately \$80,000. The funding sources for the improvements and maintenance is yet to be determined and would not be funded by the one-time federal grant.

If the City decides not to enter in an option-to-purchase agreement and the property is sold to another interested buyer, the City could explore other options for a future Community Center. Currently the City operates its AgeWell program out of the Veteran's building, which it leases from the County of Santa Barbara. However, there are approximately \$1.5 million in estimated Americans with Disabilities Act (ADA) improvements needed at the Veteran's building, which are currently unfunded. In addition, the designation of the Veteran's building as a Community Center would likely preclude the Library's planned expansion into this space. Alternatively, there are several comparably-sized properties located within the City that could be potential sites for a Community Center; however, City staff has not had the opportunity to conduct sufficient due diligence on these sites and it is generally believed that they would require a substantially higher investment of funds to develop a Community Center.

### **POLICY CONSISTENCY**

The development of a Carpinteria Community Center aligns with the following City Council policies:

1. Strengthen Community Institution Collaboration (Goal #4)

- The community center could facilitate stronger collaboration between the City, school district, non-profits and other community organizations by providing a shared space for programs and events.
- It aligns with the goal of revisiting the joint use agreement with the school district and exploring cross-program collaborations.

2. Enhance Public Outreach, Education and Transparency (Goal #1)

- A new community center could provide space for public workshops, meetings and events to improve outreach to harder-to-reach communities.
- It offers an opportunity to design spaces optimized for public engagement activities identified as priorities.

3. Accommodate City Growth while Maintaining Character (Goal #2)

- A community center is an amenity that can enhance the livability and vibrancy of a small beach town.
- It can be designed to reflect the town's character through appropriate architecture and programming.

4. Fiscal Sustainability (Goal #3)

- While potentially requiring some city funds to construct/improve, the grant funding dramatically reduces the overall cost burden.
- A new facility could generate revenue through rental fees, providing a long-term fiscal benefit.

5. High-Performance City Team (Goal #5)

- The community center provides space for staff training, team-building and collaboration across departments.
- It demonstrates an investment in creating attractive workplaces and amenities to aid employee recruitment/retention.

## **FINANCIAL CONSIDERATIONS**

The Owner of the 801 Linden Avenue building is willing to sell the building to the City for approximately \$5 million. As noted above, staff has applied for federal funds to offset this purchase price. The Owner is willing to hold the building for 6 months pursuant to a \$60,000 option-to-purchase agreement.

The City is currently facing significant financial challenges marked by operational gaps that are affecting its fiscal stability. As a result, measures are being actively taken to mitigate these issues. These gaps stem from factors including: rising operational costs, declining revenues, and unexpected expenditures. To achieve a balanced budget for FY 2024-25 amidst increasing expenses and stagnant revenues, the City had to implement several reductions and deferments. With limited reserves and available fund balances, the City is prioritizing the use of reserves for minor one-time expenses, urgent/emergency

needs, and unforeseen costs related to approved projects. While the current opportunity could attract a substantial outside investment for a valuable community resource, any one-time expenditure must be thoughtfully justified. It's crucial to recognize that the City does not have the financial capability to sustain major or recurring expenses for this program. This factor should be strongly considered before moving forward with the proposed option agreement.

In addition to internal and federal funding options, staff has been in communication with representatives from various foundations such as the La Centra-Sumerlin Foundation, the Santa Barbara Foundation, and the Anne Jackson Family Foundation. These foundations may provide grants or financial support for one or all of the proposed expenses, including the option agreement, building purchase, tenant improvements, and maintenance costs. However, the additional time provided by the option may be needed to confirm the availability of funds for these items.

Appropriate \$60,000 from Measure X Fund, Account No. 104-512-5536 Equipment/Office Rent & Leases. The available fund balance from Measure X Fund is \$386,704.

### **LEGAL AND RISK MANAGEMENT CONSIDERATIONS**

The City Attorney's Office has been working closely with staff on this matter and will be available at the City Council meeting to answer any questions.

### **OPTIONS**

1. Appropriate \$60,000 from either the Fund Balance or Reserve Balance.
2. Authorize staff to negotiate a 6-month option-to-purchase agreement for 801 Linden Avenue for an amount not-to-exceed \$10,000 per month and make a corresponding budget appropriation.
3. Direct staff to continue to explore additional funding opportunities and partnerships for the potential acquisition, tenant improvements, and maintenance of a community center, including community outreach and engagement to gauge public interest and funding support.
4. Provide any other direction to staff.

### **PRINCIPAL PARTIES EXPECTED AT MEETING**

The Welty Family will be in attendance.

### **ATTACHMENTS**

Attachment A - Community Project Funding request to Carbajal's Office

Staff contact:

Michael Ramirez, City Manager  
(805) 755-4450; [michaelr@carpinteriaca.gov](mailto:michaelr@carpinteriaca.gov)

  
\_\_\_\_\_  
Signature

Reviewed by:

Ryan Kintz, Assistant City Manager  
(805) 755-4400; [ryank@carpinteriaca.gov](mailto:ryank@carpinteriaca.gov)

  
\_\_\_\_\_  
Signature

Reviewed by:

Licette Maldonado, Administrative Services Dir.  
(805) 755-4448; [licettem@carpinteriaca.gov](mailto:licettem@carpinteriaca.gov)

  
\_\_\_\_\_  
Signature

## ATTACHMENT A

### OFFICE OF REPRESENTATIVE SALUD CARBAJAL FY25 COMMUNITY PROJECT FUNDING REQUEST FORM

2331 Rayburn House Office Building  
Phone: (202) 225-3601

#### **FY2025 Community Project Funding Request Form**

This form is to submit a request for Community Project Funding for projects and activities that have a direct impact on California's 24th Congressional District (You can verify your Congressional District here: <https://www.house.gov/representatives/find-your-representative>)

For more information about our Community Project Funding Request Process, including the guidelines for applying, please see our Congressional Appropriations and Community Project Funding Resource Guide from last year as we await more guidance from the House Appropriations Committee: [https://carbajal.house.gov/uploadedfiles/fy2024\\_cpf\\_guidebook\\_v1.pdf](https://carbajal.house.gov/uploadedfiles/fy2024_cpf_guidebook_v1.pdf)

Only the following entities may apply for Community Project Funding:

- State, local, and tribal governments
- Publicly owned entities (e.g. ports, universities, PUDs, etc.)
- Non-profit entity (specific guidance on non-profit eligibility is included in guidebook)

Please note:

- No funds can be used by For-Profit recipients.
- Matching funding must be available for each project from the state/local government.
- Each project is funded only for FY 2025.
- Congressman Carbajal & family cannot have any financial interests in the proposed project.
- Congressman Carbajal can only submit 15 Community Project Funding requests.

In the interest of transparency, all Members are required to post all Community Project Funding requests that are made to the committee on their website. The posting must include the name of the proposed recipient, the address, the amount of the request, and an explanation of the purpose and justification for the use of taxpayer funds.

If you have questions about whether your organization is eligible to apply, please email [Carbajal.AppropsRequest@mail.house.gov](mailto:Carbajal.AppropsRequest@mail.house.gov)

#### **1. Name of Requesting Entity/ Organization**

City of Carpinteria

#### **2. First and Last Name for Point of Contact for Organization**

Michael Ramirez

**3. Point of Contact Phone Number**

(805) 755-4450

**4. Point of Contact E-mail**

[michaelr@carpinteriaca.gov](mailto:michaelr@carpinteriaca.gov)

**5. If you are submitting this request on behalf of a state, local and tribal governments, publicly owned entities, certain non-profit entities with a quasi-government purpose AND you are their lobbyist, please enter your contact information here (name, email and phone number)**

N/A

**6. Eligibility of Requesting Entity/Organization**

State, local, or tribal government

**7. Name of the Project/Program to be Funded**

Carpinteria Community Center - Purchase of 801 Linden Ave.

**8. Provide the physical location of the Project (provide an address including street name, city, and zip code)**

801 Linden Avenue, Carpinteria, CA 93013

**9. Amount Requested**

\$5,000,000.00

**10. Total Cost of Project**

The cost to purchase the property is \$5,000,000.00. The purchase price would be funded by the grant. The City would utilize outside funding for improvements to the property, programming/operations, and maintenance, and, if necessary, any unfunded portions of the purchase price.

**11. Please provide the expected cost-share**

N/A

**12. Detailed breakdown of the total cost of the project or program that includes all prior funding sources (both public and private) and any amounts that remain unfunded**

The purchase itself will be at a purchase price of \$5,000,000.00. The purchase price would be funded by the grant.

Separately from the purchase price, the estimated costs for the development and operation of the Community Center are broken down below. As set forth below, these costs would not be funded by the grant - this information is provided for context, only.

- Improvements: The City expects improvements and renovations to cost approximately \$601,000.00, including for design fees, permitting, construction management, construction, etc.. The funding source is yet to be determined, but it would not be funded by the grant.
- Programming/Operations: The City budgeted \$338,950.00 in its FY 23/24 and FY 24/25 budget for programming and operations type costs. We are happy to provide additional budget details upon request. The City also expects to partner with other community organizations for various programs and anticipates that such organizations will contribute funding towards programming and other costs.
- Maintenance: The City expects annual maintenance to cost approximately \$78,000.00. The funding source is yet to be determined, but it would not be funded by the grant.

**13. Total amount of federal funds previously awarded to this project or program**

\$0

**14. Detailed breakdown of how the requested funds would be spent**

The requested funds would be spent 100% on acquiring the property for use as the Community Center. The City is in discussions with the property owner, who is willing to enter into a purchase agreement that is contingent on the City's receipt of funding (whether from this grant, outside sources, or some combination).

**15. Once completed, will the project or program require continued funding to maintain operation? If so, where will that funding come from?**

Continued funding will be needed for programming/operations and maintenance. The City will include these costs in its annual budget and seek continued outside funding sources, such as additional and/or continued grants from the Santa Barbara Foundation.

**16. Detailed description of the project or program to be funded including data and/or evidence that demonstrates the public benefit**

The City of Carpinteria is requesting \$5,000,000.00 for the purpose of purchasing the real property located at 801 Linden Avenue for development and operation of the Carpinteria Community Center. Carpinteria is currently the only incorporated city in Santa Barbara County that does not have a dedicated community center to host programming for senior citizens and other community groups.

The Carpinteria Community Center will be a welcoming sanctuary for community members and our many community groups – from our youth, to our seniors, to our veterans, to our Spanish-speaking community members – fostering connections and a sense of camaraderie within the community. Granted funds would go towards purchasing a dedicated location for the Carpinteria Community Center at 801 Linden Ave., in the former Rite Aid building, it will offer 7,300 square feet of inviting meeting and gathering spaces. This centrally situated hub will serve as the go-to spot for community members of all ages, providing a wide array of programs and services.

The Carpinteria Community Center will enrich the lives of our many residents with engaging programs in arts, brain fitness, music, literature, physical fitness, nutrition, language and beyond. Dreams for this space include a dynamic computer lab hosting educational seminars, a vibrant lecture hall fostering collaboration with Santa Barbara City College, dedicated space for emotional support services, and, of course, a cozy hangout spot for friends to connect.

Carpinteria is arguably one of the premier small beach towns in California. Carpinteria City Council identified work plan goals in early 2024, and primary to these is accommodating City growth while maintaining a quiet beach town personality. As evidenced by included articles, City Resolutions, and letters of support, a Carpinteria community center is wanted and needed. Having a location in the heart of town has been a long-sought goal of residents. A community center would demonstrate that the City's residents are a primary focus, which is important in a small town that sees a huge influx of visitors.

The potential benefit of a community center is supported by significant evidence and data:

- According to the latest Census data, 42% of the City's population is 50 years old or older, and that population is only growing. Although this community center will not be solely for our senior population, they are the demographic without a dedicated space – the community center will help fill this void by creating a dedicated space for senior programming and social engagement.
- In 2023, the U.S. Surgeon General published the report "Our Epidemic of Loneliness and Isolation," identifying loneliness and isolation as a nationwide epidemic and citing the healing effects of social connection and community. The proposed community center will ensure that the City's citizens avoid such an epidemic, and that they instead have a place to foster relationships and community.
- According to County Health Roadmaps & Rankings out of University of Wisconsin, "community centers improve the health and well-being of users by building positive social relationships that include the exchange of resources, information, and emotional support." Having a community center in the heart of the community enables access and invites participation.
- The City conducted a needs assessment survey in 2023. In that survey, the City asked what respondents were looking for in a potential active adult/senior center. A central location - such as the one proposed here - was identified as "important or very important." The downtown location ensures access and use for all.

In summary, data and research show that community centers are an important tool to foster connectedness and community. Additionally, community centers provide space for underserved sub-populations to connect. Community centers also offer helpful and engaging programming to members of the community. Finally, the City's own data shows that its constituents desire a community center in a central, walkable location. The proposed project would provide a significant, direct community benefit.

## **17. Justification for why this project represents a good use of taxpayer dollars**

Congressman Carbajal's Community Project Funding resource guide specifies that these monies are intended to support local "policies and programs that help move our communities, state, and country forward." In applying for funding to assist the City of Carpinteria in purchasing the vacant property at 801 Linden Avenue, the City is investing in the programming that is most vital to our community, both its active members and its underserved populations. The City has committed - and continues to commit - the time, resources, and staffing to sustain community-based programming that ranges from senior services, to youth engagement activities, to volunteer support. Currently, these many programs are scattered in different locations citywide, as there has never been a centralized hub where residents and visitors can easily access these resources.

One example of many is the City's senior services "AgeWell" programming, which has grown exponentially in the past year, offering everything from exercise classes, to lecture series, to cooking demonstrations. One common refrain from our senior community is that older Carpinterians have long needed opportunities to connect and socialize. Given that seniors currently represent nearly 42% of the City's population, this need impacts a large portion of the local community. Without a dedicated building to host this wide-ranging and diverse programming,

seniors face significant burdens in accessing much-needed resources. The community center will greatly help to fill this void.

In addition, the community center will provide much needed space for other groups' programming, including youth groups, after-school programs, and other community organizations. By creating an intentional space for these groups to meet at, the center would foster local development and the well-being of local citizens. Moreover, the community center will complement the programming of the local school district and other youth-oriented groups by offering tutoring services, career counseling, and workshops focused on important life skills. It will also engage adults with programs in fitness, music, ESL classes, and beyond. The center's emphasis on inclusivity and accessibility will ensure that all members of the community, regardless of their socio-economic status, will have equal opportunities to thrive.

Finally, the community center will act as a vital social hub, helping to strengthen family ties within the City's community through programs that engage both children and adults. Such a center will not only support the educational and social development of our youth, but also enhance the quality of life for all Carpinteria Valley residents.

Closing the gaps that separate the community from the many services offered by the City and its partners represents a positive and powerful use of taxpayer funds in a way that benefits those taxpayers themselves. Ultimately, providing the funds to purchase this building for use as a community center not only brings together Carpinteria residents, but also centralizes resources that can help to move our entire region forward together.

## **18. Detailed timeline and anticipated completion date for the project or program**

The City anticipates entering into a purchase and sale contract with the property owner that is contingent on the City's receipt of funding. We expect that the contract will likely be signed and diligence complete prior to any grant funds being awarded. Therefore, we estimate that the acquisition could be completed very shortly after receiving funds. A more detailed breakdown is set forth below.

- Contract Negotiations: 2 months, commencing immediately. We expect contract negotiations will be complete prior to any grant funds being awarded.
- Diligence: 3 months, commencing upon contract execution. We expect diligence will be complete prior to any grant funds being awarded.
- Closing on the Property: Within 30 days after completion of diligence (i.e., 5 months from now), contingent on receipt of funds. We expect the parties will be ready to close prior to receipt of funding, but closing will be contingent on receipt of funding and thus subject to extension until funds are received.
- Improvements/Renovations: 12 months after closing.
- Project Completion: Upon completion of improvements and renovations (i.e., within 12 months after closing), subject to ongoing programming/operations and maintenance.

**19. Federal Agency that would administer this funding**

Development – CDBG Economic Development Initiative (EDI)

**20. List any public or private entities that have been identified as project sponsors in prior funding requests and/or that will help determine how the requested funds will be spent**

The Santa Barbara Foundation (SBF), a local foundation that manages donors' charitable assets, is committed to working with the City to make the Carpinteria Community Center a reality. As further discussed in SBF's letter of support, SBF is excited about the City's application for this grant, but SBF also recognizes that grant funds would only be allocated toward the purchase of the underlying real estate, not towards programming, operational, maintenance, or other similar expenditures. SBF is committed to working with the City to support the City's maintenance and operational goals, as well any funding gaps that may arise in connection with the purchase price, programming, or improvements at the community center.

The City is also in discussions with other donors (some of whom approached the City, some of whom the City approached) who are excited about this project and want to ensure that the City has adequate funding for continued programming and operations.

**21. List any stakeholders that support this request. Please note that the Appropriations Committee requires applications to demonstrate broad support with multiple letters of support. Letters of support should be emailed ahead of the deadline to [Carbajal.AppropsRequest@mail.house.gov](mailto:Carbajal.AppropsRequest@mail.house.gov)**

Concurrent with the submission of this application, the City has submitted letters of support from the Carpinteria City Council, State Assemblymember Gregg Hart, Santa Barbara County First District Supervisor Das Williams, the Carpinteria Unified School District, Seniors Inc., Rotary of Carpinteria, the Carpinteria Community Association (CCA), the Carpinteria Children's Project, and Girls Inc. of Carpinteria.

The City expects to submit additional letters of support by April 30, 2024, from State Senator Monique Limon, GranVida Senior Living and Memory Care, the United Boys & Girls Club of Santa Barbara County – Carpinteria Unit, the Carpinteria Arts Center, the Downtown "T" Business Advisory Board (DTBAB), the Santa Barbara Foundation, and the Ann Jackson Family Foundation.

**22. Each request is expected to have a minimum of two letters of support to be reviewed for consideration. They can be emailed to [Carbajal.AppropsRequest@mail.house.gov](mailto:Carbajal.AppropsRequest@mail.house.gov). Will you be providing letters of support for this proposal?**

Yes

**23. Are there any known or anticipated community concerns associated with this project or program (e.g. conflict with land use, neighborhood concerns, etc.) that could prevent it from moving forward?**

The City does not anticipate any concerns from the community for a community center in this location and the parcel is currently zoned to allow such use.

Additionally, as you can see with all of the letters of support submitted as part of this application, there is widespread support within the community and related stakeholders for the proposed Carpinteria Community Center. The City has also received multiple public comments at recent City Council meetings that further evidence the community's support and dedication to this project.

**24. Please rank your request in level of priority**

1