City of Carpinteria
City Council Regular Meeting Agenda
Monday, January 13, 2025
Council Chamber, 5775 Carpinteria Avenue, Carpinteria, CA 93013

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

Attendance/Viewing Options:

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

Public Comments

- Provide a live public comment in City Council Chambers at City Hall (5775 Carpinteria Ave.).
- Provide a live comment through the City's Zoom webinar platform (through the link provided above). To make public comments through this platform please use the "raise your hand" feature to notify staff that you would like to make a public comment during designated public comment times. Once it is your turn to provide a public comment, staff will unmute your microphone and you will be given a designated amount of time to provide your comment. At the end of your comment, staff will once again mute your microphone.
- Submit a written comment (as either a general public comment or on a specific agenda item) to be distributed to Council Members by **12:00 P.M. on the day of the meeting** by either submitting your comment via (1) email to PublicComment@carpinteriaca.gov, or (2) the **eComment** link on the City's agenda website available at https://carpinteriaca.gov/city-hall/agendas-meetings/. Please reference the agenda item to which your comment pertains. Although written comments become part of the record, they will not be read aloud at the meeting.

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

Levine Act Warning

Applicants and their agents before the City Council are subject to the campaign disclosure provisions detailed in Government Code Section 84308. No City Council Member may accept, solicit, or direct a contribution of more than $500 from any party for 12 months following the date a final decision is rendered by the City. No City Council Member may accept, solicit, or direct any contribution from an agent of the party during the same time frame. This prohibition commences when an item involving the entitlement has been placed on the City Council's agenda for a public meeting, when the City Council Members knows the action is within the City Council's jurisdiction and it is reasonably foreseeable that it will come before the City Council as a decisionmaker, or when the proceeding is before the City Council for its decision. 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 $500 made to any Council Member by the applicant, or any donations made by the 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 $500 within the preceding 12 months from any party, or who received any donations from an agent, to a proceeding shall disclose that fact on the record of the proceeding, and shall be disqualified from participating in the proceeding. However, if any Council Member receives a contribution that otherwise would require disqualification, and returns the contribution within 30 days of knowing about the contribution and the relevant proceeding, the Council Member shall be permitted to participate in the proceeding. If you believe that these provisions apply to you or a Council Member, please inform the City Clerk at the earliest possible opportunity. Failure to do so may affect the City's ability to process your application.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

COUNCILMEMBER(S) REQUEST FOR REMOTE PARTICIPATION UNDER AB 2449: The City Council may consider Councilmember(s) request to participate in the meeting remotely under the regulations of AB 2449 by making the necessary findings and voting on whether the Councilmember(s) may participate remotely.

AGENDA MODIFICATIONS: The City Council may modify the regular agenda by tabling items, adding urgency items to the agenda, or changing the order in which items are considered. Changes to the Consent Calendar are considered at the time the Consent Calendar is considered.

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS:

1. A Proclamation Designating January 2025 as "Human Trafficking Awareness Month." *(Requires taking public comment and approval prior to the City Council reading and presenting the proclamation.)*

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

RECONVENE THE REGULAR MEETING OF THE CITY COUNCIL

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS

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

CITY MANAGER'S REPORT

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

a. City Employee Updates
b. Updates on Capital Improvement Projects
c. Updates on Development Applications
d. Other City/Community Updates

PLANNING COMMISSION ACTIONS: NONE

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

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

This is a time for public comments on matters not otherwise on the agenda but within the subject matter jurisdiction of the City Council. The Mayor may establish reasonable regulations for public comment based on the time available and/or the number of persons waiting to speak. Typically, the Council's practice has been to limit each speaker to three

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

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

CONSENT CALENDAR: Items on the consent calendar are considered to be routine and are normally enacted by one unanimous vote of the Council. If you wish to speak on a consent calendar item please do so during the public comment period provided at the beginning of this item.

2. Approve the minutes of the regular meeting held December 9, 2024.

3. Receive and file the Expenditures for the period beginning December 2, 2024 and ending December 27, 2024.

4. Receive and file the Report of Contracts Executed by the City Manager for the Period of November 5, 2024 through December 2, 2024.

5. Receive and file the Monthly City Treasurer's Report on Compliance with Statement of Safekeeping and Investment of Public Funds for November 2024.

6. Authorize the City Manager to execute the First Amendment to the Agreement with Big Green Cleaning Company for janitor services. *(Requires a roll call vote.)*

7. Approve and authorize the Mayor to execute the Library Agreement between the County of Santa Barbara and the City of Carpinteria.

8. Approve the submission of a Letter of Support from the City of Carpinteria to the Santa Barbara County Board of Supervisors for proposed amendments to Chapter 50 and Chapter 35, Article II of the County Code related to cannabis odor abatement.

9. Approve and adopt Resolution No. 6353, clarifying that the City's required deposit for pre-application review (REF No. S-01410) applies to all types of pre-application reviews, including but not limited to SB 330 pre-applications.

ADMINISTRATIVE MATTERS:

10. Approval of the December 2025 Holiday Schedule, Closure of City Hall from December 24, 2025 through January 2, 2026, and Adoption of Resolution No. 6351, Amending the City's Recognized Holidays.

    Recommendation: Approve the December 2025 holiday schedule, authorize the closure of City Hall from December 24, 2025 through January 2, 2026, and adopt Resolution No. 6351, amending the City's recognized holidays.

Staff Presenter: Brian C. Barrett, City Clerk

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

11. Authorize the City Manager to Purchase an Electric Tractor from Monarch Tractor.

Recommendation: (1) Authorize the City Manager to purchase an electric tractor from Monarch Tractor in an amount not-to-exceed $114,750 and (2) Authorize the City Manager to execute the Off-Road Equipment Replacement Program Voucher Agreement with the Santa Barbara County Air Pollution Control District. *(Requires a roll call vote.)*

Staff Presenter: Stephon Downes, Management Analyst II

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

12. Authorize the Chaney Avenue Emergency Repair and approval of a budget appropriation for the emergency repair costs.

Recommendation: (1) Authorize the Chaney Avenue Emergency Repair and (2) Approve a not-to-exceed budget appropriation of $358,000 to the Capital Improvement Projects Fund from the General Reserve – Special Projects Fund and the associated transfer for the emergency repair costs of the Chaney Avenue Emergency Repair. *(Requires a roll call vote.)*

Staff Presenter: Shay Darrington, Engineering Technician

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. A Report on Department Priorities for Consideration in Development of the City's Strategic Plan for Fiscal Years 2025-26 and 2026-27, Including City Council Goals and Priorities.

    Recommendation: Receive and file the report.

    Staff Presenter: Michael Ramirez, City Manager

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

14. Adoption of Resolution No. 6352, concerning the formation of the Standing Public Engagement Committee, and appointment of two Councilmembers to the Committee.

    Recommendation: Adopt Resolution No. 6352 approving the formation of the Standing Public Engagement Committee and appoint two Councilmembers to serve on the Committee to assist staff in developing program recommendations for City Council consideration.

    Staff Presenter: Ryan Kintz, Assistant City Manager

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

15. Safe Parking Program Update and Potential Expansion.

    Recommendation: Receive and file the Safe Parking Program report, and provide direction to staff on potentially adding six additional parking spaces, increasing the total available parking spaces for the Safe Parking Program from 6 to 12.

    Staff Presenter: Ryan Kintz, Assistant 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) (Mayer/Alt. Clark)
    b. California Joint Powers Insurance Authority (CJPIA) (Solórzano/Alt. Clark)
    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) (Goleta/Alt. Nomura)
    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. Solórzano)
    b. Santa Barbara Joint Affordable Housing Task Group (Mayer/Alt. Alarcon)
    c. Santa Barbara County Elected Leaders Forum to Address Homelessness (Mayer/Alt. Alarcon)
    d. South Coast Youth Safety Partnership (Solórzano/Alt. Mayer)
    e. Multijurisdictional Solid Waste Task Group (Mayer/Alt. Alarcon)

3. Joint and Standing Committees

    a. City Council/Economic Vitality Committee (Alarcon & Mayer)
    b. City Council/Public Safety Committee (Clark & Nomura)
    c. City Council/School Board Committee (Mayer and Solórzano)
    d. City Council/Utilities Committee (Nomura & Clark)
    e. City Council/First District Supervisor Committee (Alarcon & Mayer)
    f. City Council Finance/Budget Committee (Alarcon & Clark)
    g. Transportation Committee (Clark & Mayer)
    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) (Solórzano & Clark) (PC: Benefield and Salant)
    j. Public Facility Site Acquisition/Development Committee (Clark & Nomura)
    k. Sustainability Committee (Nomura & Solórzano)

4. Ad Hoc Committees

There are no active Ad Hoc Committees at this time.

5. Appointed Representatives to Area Boards & Committees

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

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

ADJOURNMENT

The next regular City Council meeting will be held January 27, 2025 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 Thursday, January 9, 2025, 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 DESIGNATING JANUARY 2025 AS "HUMAN TRAFFICKING AWARENESS MONTH"

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

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

***WHEREAS**, it is estimated that more than 28 million people around the world are victims of human trafficking; and*

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

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

***WHEREAS**, the Santa Barbara County Human Trafficking Task Force is committed to using all applicable laws and resources for investigating human trafficking and prosecuting those engaged in it; and*

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

***WHEREAS**, Human Trafficking Awareness Month is an opportunity to recognize the critical role all Santa Barbara County residents play in preventing, reporting, and adjudicating these heinous crimes.*

***NOW, THEREFORE**, the City Council of the City of Carpinteria hereby recognizes January 2025 as "Human Trafficking Awareness Month" in the City of Carpinteria and call this observance to the attention of all Carpinteria residents.*

***IN WITNESS THEREOF**, the Mayor hereunto set their hand and caused the official seal of the City of Carpinteria, California to be affixed this 13th day of January, 2025.*

ATTEST:

Natalia Alarcon, Mayor
City of Carpinteria

Brian C. Barrett, CMC, CPMC
City Clerk

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

REGULAR MEETING AGENDA
MONDAY, JANUARY 13, 2025
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 the Carpinteria Library Board of Trustees.

4. Approval of minutes of the regular meeting held December 9, 2024.

5. January 2025 Community Library Report.

   Recommendation: Receive and file the report.

6. New Business & Discussion.

7. Adjournment.

The Carpinteria Library Board of Trustees agenda and any associated staff reports will be available on Thursday, January 9, 2025 on the City's Website: https://carpinteriaca.gov/city-hall/agendas-meetings/. The Carpinteria Library Board of Trustees agenda and staff reports are part of the City Council agenda for its regular meeting of January 13, 2025. Please see "TEMPORARY ADJOURNMENT FOR THE PURPOSE OF HOLDING THE MONTHLY MEETING OF THE CARPINTERIA LIBRARY BOARD OF TRUSTEES." Details and procedures on how to provide public comment and participate in the meeting through telephonic means are available on the posted City Council agenda at https://carpinteriaca.gov/city-hall/agendas-meetings/.

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Brian Barrett, City Clerk at brianb@carpinteriaca.gov or (805) 755-4403. Notification two business days prior to the meeting will enable the City to make reasonable arrangements for accessibility to this meeting. This agenda was posted on Thursday, January 9, 2025, in the City Clerk's Office, on the City Hall Public Notices Board, and on the Internet.

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

REGULAR MEETING MINUTES
MONDAY, DECEMBER 9, 2024

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1. Call to order and roll call.

President Alarcon called the meeting to order at 6:21 pm.

Boardmembers present:	Boardmember Al Clark Boardmember Julia Mayer Boardmember Wade T. Nomura Vice President Mónica J. Solórzano President Natalia Alarcon
Staff members present:	Michael Ramirez, Chief Executive Officer Jena Shoaf Acos, Legal Counsel Ryan Kintz, Assistant Chief Executive Officer Jody Thomas, City Librarian Brian C. Barrett, Secretary

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

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

3. Public Comment

There was no public comment.

4. Approval of minutes of the regular meeting held November 12, 2024.

There was no public comment.

Motion by Vice President Solórzano, seconded by Boardmember Nomura, to approve the minutes of the regular meeting held Novembre 12, 2024. Upon voice vote, the motion carried unanimously.

5. December 2024 Community Library Report.

Recommendation: Receive and file the report.

City Librarian Thomas presented the staff report.

There was no public comment.

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

6. New Business & Discussion.

There was no new business nor discussion.

7. Adjournment.

President Alarcon adjourned the meeting at 6:39 pm.

_____
Brian C. Barrett, CMC, CPMC, Secretary

City of Carpinteria

LIBRARY BOARD OF TRUSTEES AGENDA STAFF REPORT
January 13, 2025

ITEM FOR LIBRARY BOARD OF TRUSTEES CONSIDERATION

January 2025 Community Library Report

STAFF RECOMMENDATION

Receive and file the report.

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

BACKGROUND

The Carpinteria Community Library, established by Ordinance No. 747 on June 14, 2021, and added to the Municipal Code, Chapter 2.38, also established a Library Board of Trustees (section 2.38.030) to meet at least once a month.

The purpose of this agenda item is to provide Council an update on the Library's programs, outreach efforts, operations, and staff changes, if any.

DISCUSSION

Program Updates:

Know Your Rights Forum: On Wednesday, December 18, 2024, immigration attorneys, a representative from Congressman Salud Carbajal's office, local subject matter experts, and the Library's Community Engagement Librarian presented a panel to provide information to immigrants. In partnership with the Carpinteria Children's Project, the event, entitled "Know Your Rights," engaged 61 participants in information sharing, connecting attendees to relevant resources. Suggestions from the forum included hosting additional workshops for notary services related to guardianship documents and expanding citizenship classes.

Events: The "Silent Night" book club, designed for individuals who prefer to read in the company of others without engaging in discussion, was modestly attended and will be continued as a monthly pilot program. Participants bring their own books, while the Library provides hot cocoa and tea. The Early Music Candlelight concert, held on Sunday, December 22, attracted 67 attendees and was well-received. Performed by local musicians from the Santa Barbara Early Music Ensemble, planning is underway for a similar outdoor concert in the spring.

Public Health Collaboration: In partnership with the County Public Health Clinic, the Library continues to distribute COVID-19 test kits free of charge to the public, limited to two tests per person while supplies last.

Staff and Operations Updates:

Literacy Coordinator Position: Interviews for the Literacy Coordinator position have been completed, and a conditional job offer has been extended. The candidate's start date is pending.

Additionally, Santa Barbara County will directly pay the Fiscal Year 25 Unfunded Accrued Pension Liability to Black Gold. This payment ensures that remaining member libraries will not bear the financial burden resulting from the Santa Barbara Public Library's withdrawal from the Black Gold Library System.

Library Strategic Plan Update: A Library Strategic Plan Request for Proposal (RFP) was posted on January 2, 2025. The RFP has been distributed to several experienced library consultants and through various municipal channels.

City Librarian Announces Retirement: The City Librarian has announced a retirement date of June 2, 2025.

POLICY CONSISTENCY

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

FINANCIAL CONSIDERATIONS

All resources and activities are budgeted in the FY2024-2025 Library budget.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

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

OPTIONS

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

PRINCIPAL PARTIES EXPECTED AT MEETING

None

ATTACHMENTS

No attachments

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

Staff contact: Jeanette Gant, Director of Parks, Recreation and Community Services
(805) 755-4449, jeanetteg@carpinteriaca.gov

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

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

Signature

Signature

Signature

Signature

SANTA BARBARA SHERIFF'S OFFICE

MEMORANDUM

Memorandum

Date: **January 09 2025**

To: Michael Ramirez, City Manager

From: **Chief Rich Brittingham**

Subject: City of Carpinteria – December 2024 Monthly Report

cc: Ryan Kintz, Assistant to the City Manager

City of Carpinteria
Chief's Recap

Tuesday, 12/03/24 8:15 pm
23152(f) (DUI Drugs) - 4400 blk Via Real
A Deputy was parked near the intersection of Via Real and Santa Monica Road when she observed a vehicle speeding while on Via Real (30MPH), a violation of 22350- Unsafe Speed. The deputy followed behind the vehicle, and it stopped at the three-way stop at the intersection of Via Real and Santa Ynez Ave and then made a U-turn. The vehicle was weaving and unable to maintain lanes and crossed over the double yellow lines. The deputy conducted a traffic stop and after the driver performed poorly during FSTs (Field Sobriety Tests), he was arrested for operating a motor vehicle while impaired by marijuana. He was transported and booked at Santa Barbara County Jail (SBCJ).

Wednesday 12/11/24, 2:00 PM
459 PC (Auto Burglary) Rincon Point Beach Parking Lot
Unknown suspect(s) located two victims' keys that were hidden on their vehicles while they were surfing. The suspects stole the victims' cellphones and wallets from inside the vehicle. One of the victims was able to track his phone to a mall in Woodland Hills. No suspect info at this time, but it is believed the suspect(s) were surveilling the victims as they secured their vehicles and hid their keys.

Thursday 12/12/24, 7:32 PM
23152(f) VC (DUI Drugs) 1000 blk Palmetto Wy
The suspect was driving his Toyota pickup when he collided into two parked vehicles and flipped his pickup on its left side in front of a residence in the 1000 blk of Palmetto Way. After FST's, the driver was arrested for DUI drugs and submitted to a blood test. The driver was booked for the violation of section 23152(f) VC. The vehicle was towed at the scene.

Saturday 12/21/24, 11:35 AM
459 PC (Auto Burglary) Rincon Point Beach Parking Lot
The victim had hidden his keys, and subsequently had his phone and wallet stolen from inside his locked vehicle. The phone was still pinging in the area, and it was found discarded in the dirt across from the Ranger station at Bates Beach.

Saturday 12/21/24, 1:07 AM
23152(a) VC (DUI) 4600 blk El Carro Lane
Deputies responded to the 4600 blk of El Carro Lane to investigate a traffic collision. Upon contacting the driver, he admitted to driving the vehicle and colliding into a parked trailer. The driver displayed obvious signs of being under the influence of an alcoholic beverage. He performed FSTS and based on the investigation and observations, the driver was arrested for 23152(a)VC and was transported and booked at the Santa Barbara County Jail.

Community Outreach

- Chief Brittingham and Sr. Deputy Farley (Goleta) participated in the Carpinteria Christmas parade driving a 1927 Dodge Brothers Paddy Wagon, with the Grinch as the prisoner.

Upcoming Events to look for:

- Deputy Pereyra is working on an elder scam presentation that will be given in January 2025, in both English and Spanish
- Deputy Goodwin is working on an E-bike safety and bicycle safety presentation for Carpinteria High School and Middle School, also should take place in January 2025

Criminal Investigations Bureau
City of Carpinteria Investigations

Case Overview (November Stats)

Number of new cases forwarded to investigations: 46

Number of cases suspended: 0

Number of cases assigned: 1

Number of cases closed by arrest: 1

Number of cases closed by other: 40

Number submitted for complaint: 4

Number of current active cases: 16

Chief's Message

Please remember to call 911 (non-emergency number if it is not critical) immediately for a law enforcement response when crimes are committed, especially when the suspect displays violent behavior.

Non-Emergency Dispatch Number: 805-683-2724

- DUI's: Carpinteria City had 8 DUI's in the month of December, and 5 of them involved some sort of collision. Remember to have a designated driver if you plan on consuming alcohol. Also, you can be DUI on drugs (ie. Marijuana), and prescription pills as well. It is against the law to smoke marijuana and operate a motor vehicle.

- Rincon thefts: Beachgoers parking at Rincon Beach parking lot and hiding their keys on their tire/vehicle are being targeted by thieves. Subject(s) are loitering and watching people hide their keys, and then waiting for them to go to the beach/surfing and unlocking their vehicle and stealing their belongings. It is never a good idea to hide your keys on your tire/vehicle in a public place, as people may be watching. Take precaution ahead of time (leave valuables at home, have another system, etc).

Respectfully,

Chief Rich Brittingham

Rich Brittingham, Lieutenant
Santa Barbara County Sheriff's Office
South County Operations Division-Coastal
City of Carpinteria-Chief of Police Services
805-568-3388 Office
805-566-2166 Fax

Commander's Recap
Coastal Patrol Bureau

December 8, 2024 – December 14, 2024

Sunday 12-8-24

2323 647(f) Highway 101 NB on @ Bailard Av Sanabria

[redacted] was arrested and booked for being in violation of PC 647(f) after receiving a call into 911 stating he was HBD and running shirtless onto highway 101

Tuesday 12-10-24

2240 647(f) 200 block Linden Ave Flores

[redacted] was trespassing. When contacted by Deputies, [redacted] had a strong odor of an alcoholic beverage emanating from his person, his eyes were glossy, and droopy, and when [redacted] would speak, [redacted] speech was slurred. [redacted] displayed various signs and symptoms of someone that is under the influence of alcohol. [redacted] admitted to drinking a full bottle of wine within two hours. [redacted] was arrested and booked for being in violation of PC 647(f).

0054 065/ 11377(a)HS 0 Bailard Ave Pereyra

When contacted, [redacted] was at the Carpinteria Bluff's Trail afterhours. [redacted] had an active misdemeanor warrant for 148.5PC- False Reporting. Through a consensual search of his vehicle, I located a brown piece of paper folded between the window switches. Inside the folded brown paper was a bindle of suspected methamphetamine, a violation of 11377(a) HS- Possession of Methamphetamine. In addition, on the driver side door handle, pocket, I located a black rubber like straw (tooter) with white residue inside it, a violation of 11364(a) HS- Possession of Paraphernalia. He was transported and booked at the SBJ on the aforementioned violations.

Wednesday 12-11-24

1400 459 Auto Rincon Beach Mendez/ Cintron

Unknown suspect(s) located two victims' keys that were hidden on their vehicles, while they were surfing. The suspects stole the victims' cellphones and wallets. One of the victims was able to track his phone to a mall in Woodland Hills. No suspect info at this time, but it is believed the suspect(s) were surveilling the victims as they secured their vehicles and hid their keys.

1720 PC 647(f) 4200 Via Real Cole

Deputies arrived on the scene & found [redacted], whose stay was revoked from Motel Six North. [redacted] was unable to care for himself due to his level of intoxication. [redacted] was arrested & transported to SBJ, where he was booked without further incident.

Thursday 12-12-24

0927 065 Carp Creek Park Skall

[redacted] was located and arrested for her 3 outstanding warrants. Booked at SBCJ.

1932 23152(f) VC 1000 block Palmetto Wy Schoenneman

55-year-old [redacted] was driving his pickup when he collided into two parked vehicles and flipped his pickup on its left side. FST's, [redacted] was arrested for DUI drugs and submitted to a blood test. [redacted] was booked for the violation of section 23152(f) VC. The vehicle was towed

2001 PC 368 4100 block Via Real Cole

Deputies responded and contacted the Victim. Victim had her card taken by her son earlier that day and he had withdrawn $400 after leaving the residence. It should be noted he had also withdrawn $400 from the Victim's account on 12-09-2024. The Suspect returned home later in the day and demanded more money from Victim. The victim attempted to keep him from leaving the residence when the suspect pushed, grabbed, and shook the victim before leaving the residence. Based on my investigation, I believe the suspect is in violation of PC 368(c)-elder abuse and PC 368(e)-elder abuse theft, embezzlement, forgery, or fraud.

Friday 12-13-24

2054 095 1000 block Casitas Pass Rd Blanco

An unknown suspect falsely impersonated himself as a Taco Bell Vice President and deceived the victim into transferring her personal/ business money to cryptocurrency. The suspect is in violation of 532(a) PC, Theft by False Pretense, and 487(a) PC, Grand Theft. Follow up to be conducted.

Commander's Recap
Coastal Patrol Bureau

December 15, 2024 – December 21, 2024

Monday 12-16-24

0209 166(c)(1) PC 4822 8th St Goodwin

Deputies responded to the above location for a reported intoxicated male in the backyard area of the residence. Upon arrival Deputies contacted two people. Deputies learned there was a served criminal protective order with [redacted] as the restraint party. After speaking with both subjects, the Deputy determined [redacted] was in violation of California Penal Code 166(c)(1).

1132 647(f) PC 5400 Carpinteria Ave Oliver

Deputies responded to Chase Bank for a disruptive female who was refusing to leave. Deputies arrived and found her running through traffic and attempting to enter the passenger seat of a passing car. She was determined to be drunk in public, arrested, and transported to jail.

Tuesday 12-17-24

2130 NARC 1000 block Casitas Pass Road Coert

[redacted] was contacted and arrested for his outstanding misdemeanor warrant. Additionally, during a search of [redacted] he had a used methamphetamine pipe on his person. [redacted] was transported to SBJ.

Thursday 12-19-24

1407 459.5, 594, 243(b), 11364 Albertsons Skall

[redacted] was shoplifting food items from Albertsons when she was confronted by staff and the exit was blocked. [redacted] sat down and started eating the items, and became agitated smashing a wine bottle on the ground. Albertsons was willing to sign for the shoplift and the vandalism. While walking to the patrol vehicle, [redacted] repeatedly stomped Dep Skall's foot. [redacted] was also found in possession of a meth pipe and drug packaging with residue. She was booked at SBJ. During the transport, she removed her seatbelt and started kicking the center partition, windows, and rear-facing camera in the backseat of the patrol vehicle and moving the camera up so it was no longer facing her.

Friday 12-20-24

1426 VAI 76 Station – 4401 Via Real Skall

A worker of the gas station car wash had his legs pinned in between two vehicles, after the one driver moved her vehicle forward with the worker in between her car and the stopped vehicle ahead of her. Worker was transported via AMR to SBCH for treatment for his leg injuries.

1740 647(f)/459.5(a) PC 1024 Casitas Pass Rd Goodwin

Deputies responded due to an intoxicated female stealing items from Goodwill. Deputies contacted [redacted] with stolen items, later determined to be from Goodwill. [redacted] was intoxicated and unable to care for her safety, in violation of California Penal Code 647(f), Wilson was arrest for this violation. During the search, Deputies did not locate any money in [redacted] possession. Requesting DA's Office file charge of California Penal Code 459.5(a).

Saturday 12-21-24

1135 459 PC Rincon Point 14098 Skall

Victim had his hidden keys located, and his phone and wallet stolen from inside his vehicle. The phone was still pinging in the area, which was found discarded in the dirt across from the Ranger station at Bates Beach. Likely suspect is a white male, 30's-40's, with lots of tattoos including a full throat-piece, associated with a small, older silver Toyota pickup, which may have a boogie board in the back. Per surfers who frequent Bates, this male shows up a lot but is never seen on the beach, only up in the parking lot.

1402 065 Casa Del Sol Skall

[redacted] was located and arrested for her 3 outstanding warrants (1 felony, 2 mist). Booked at SBJ.

1957 23152(a) VC Via Real/ Creamer Cir Pereyra

Two deputies, in two patrol cars, were stopped at a red light at the intersection of Santa Ynez Ave and Carpinteria Ave waiting to turn left, onto Carpinteria Ave. The driver later identified as, [redacted] made a wide right turn, onto Santa Ynez Ave. As he turned onto Santa Ynez Ave, he crossed over the double yellow lines, nearly striking Deputy Flores' patrol vehicle. He then failed to stop at the stop, made a U-turn, drove over the curb and sidewalk and proceeded to drive the wrong way and nearly striking a parked vehicle. [redacted] was highly impaired. For his safety, I did not conduct field sobriety tests. He provided two breath samples 0.18% BAC and 0.17% BAC. He was arrested and booked at SBJ.

0107 23152(a) VC 4655 El Carro Lane Flores

Deputies responded to above listed address to investigate a traffic collision. Upon contacting the driver, [redacted], he admitted to driving the vehicle and colliding into a parked trailer. [redacted] displayed obvious signs of being under the influence of an alcoholic beverage. [redacted] performed FSTS and based on my investigation and observations, [redacted] was arrested for 23152(a)VC and was transported to SBJ and booked on the above listed charge.

Commander's Recap

Coastal Patrol Bureau

December 22, 2024 – December 28, 2024

Sunday 12-22-24

1800 459.5 PC 850 Linden Av Pereyra/Flores

An unknown Hispanic male adult walked into Smart & Final during regular business hours. He walked in through the exit and walked directly to the alcohol. After grabbing two bottles of alcohol, he walked out through the same door he used to enter. Once outside the store, he ran out. He was in and out of the store for less than 10 seconds, establishing his intent to commit larceny, a violation of 459.5- Shoplifting.

Tuesday 12-24-24

1855 23152/20002 4850 Sandyland Rd. Flores

Deputies responded for a report of a hit and run. While investigating, the suspect, [redacted], returned to the scene and admitted to driving and fleeing due to being scared. He advised he had not consumed alcohol since the accident and was found to be impaired. He conducted SFST's and was found to be under the influence of alcohol and subsequently arrested [redacted], provided breath samples of .17% BAC. He was booked on 23152(a) VC, 23152(b) VC, and 20002 VC.

Wednesday 12-25-24

1608 242/459.5/666.1 CVS Oliver

[redacted] was arrested for battery on a CVS employee. Search incident to arrest determined she stole items from the store, adding an addition charge of shoplifting. A criminal history revealed she had more than two prior convictions for theft related charges, which added an additional charge of Felony theft with two prior convictions.

Friday 12-27-24

0955 019 / 005 Motel 6 North Skall

A Home Depot rental truck registered to the Oxnard Home Depot had been observed for an extended period of time backed into the back corner of the parking lot. After calling Home Depot, it was discovered that vehicle been overdue and missing since October 12th. Home Depot employees came up to retrieve the truck and requested a KTP while doing so.

1956 647(f) Linden Av/Sawyer Av Schoenneman

A passerby called in to report a man down on the sidewalk at the intersection of Sawyer Avenue and Linden Avenue. The subject, [redacted], was found heavily intoxicated, and unable to care for himself. The suspect was subsequently placed under arrest for the violation of PC 647(f) - Public Intoxication.

Commander's Recap
Coastal Patrol Bureau

December 29, 2024 – January 4, 2025

Sunday 12-29-24

1924 487pc 1000 block Palmetto wy Flores

Between 12/28/2024 at approximately 1900 hours and 12/29/2024 at approximately 1000 hours, an unknown suspect(s) entered the victims vehicle and stole approximately $985.00 of items & currency.

Tuesday 12-31-24

0012 20002/OAA 101 NB/Santa Monica Squad B CHP

Deputies were in front of the Chevron on Via Real when suspect was observed losing control of his vehicle and crashing through the center median while exiting the 101 NB at Santa Monica. The driver looked and saw deputies and continued to drive north on Santa Monica. Deputies got into their vehicles and checked the area locating the car on Venice Ln. unoccupied. While checking the area the suspect was located hiding in a bush and then fled from Deputies through multiple yards. CHP showed deputies the driver's license photograph of the suspect, [redacted], and he was positively identified as the driver and suspect that fled. [redacted] was located by Deputies a couple hours after the original collision. He was covered in dirt and still heavily intoxicated. He was found in possession of his keys and arrested for 148 PC and 14601 VC. CHP responded and ran him through SFST's he was subsequently booked for 23152 VC and 20002 VC as well.

Wednesday 1-1-25

1939 VAI 4954 Carpinteria Avenue Cole

A driver was traveling westbound on Carpinteria Avenue when he lost control of his vehicle and drove through the planter on Carpinteria and Linden Avenue, where he knocked down a traffic sign and collided with the tree in front of Brew & Cue. The Driver was found not to be under the influence of alcohol and complained of a minor injury to his right leg but refused to be treated for any injuries.

0227 PC 242 4800 block Eighth Street Cole

Deputies were dispatched for a check to welfare. Upon arrival, they observed blood on the floor. Deputies learned there was a fistfight between two males. One of the male subjects stated he was punched and beaten up for several minutes. Deputies weren't able to contact the other subject. Investigation is ongoing

Thursday 1-2-25

1505 594 4700 block Third St Skall

A plumber discovered the residence's front door electronic keypad was shattered, which the resident said was not broken the day prior. They believe it occurred overnight, and was possibly an attempt to break in. Deputies are waiting for the footage from the front door camera.

4410 PC 242/647(f) 4410 Via Real Cole

Deputies responded to a report of an assault 711. upon arrival, the victim juvenile stated a male suspect, later identified as [redacted], shoved the victim full force. The victim was not injured and was desirous of prosecution. [redacted] was also found to be under the influence of alcohol. [redacted] was arrested and transported to SBJ.

Friday 1-3-25

0917 417, et al 1400 block Azalea Dr Civil, CIT1, Squad A

47-yo [redacted] was being served with a restraining order/move out notice. [redacted] brandished a large kitchen knife at deputies, then retreated further into the back bedroom. Deputies were able to recover the knife, and [redacted] was taken into custody despite violently resisting.

1010 009a 4000 block Via Real Skall

Deputies responded for a report of a missing 37-yr old male. He was last seen leaving his residence Wednesday morning and has not returned. The missing doesn't have a phone, and his destination was unknown. Possibly with friends, but unknown. He was entered into the CLETS system as missing.

2200 009 returned 4000 block Via Real Cole

The missing 37-yr old male returned home. He was removed from the CLETS system.

0155 PC 591.5 1061 Casitas Pass Schoenneman

Deputies responded to a verbal domestic between a male, his girlfriend & her sister. Fearing he was going to become physically violent, both his girlfriend and her sister tried calling law enforcement for assistance but the male took both their phones away to prevent them from calling for help. The male was arrested and booked into SBJ.

Saturday 1-4-25

1916 23152(f)VC,273a(a)PC,12500(A)VC Casitas Pass/Shemara Pereyra

At about 1950 hours, Deputy Pereyra was patrolling the area of Casitas Pass and Via Real, when she observed a vehicle with expired tabs. After running the plate, she found the registration was expired as of April 2024. She conducted a traffic stop and contacted the driver, [redacted] and the minor passenger (niece). During a consensual/probation check of his person, deputies located an empty baggie on [redacted] front right pant pocket. FST's were conducted and he performed poorly. [redacted] was arrested, transported, and booked at the Santa Barbara County Main Jail for being in violation of 23152(f)VC, 273a(a)PC, and 12500(a)VC. The minor was picked up by her mother.

0127 11364(a)HS & 459 PC 1054 Casitas Pass Flores

Deputy Alleman from the Goleta station had a theft report earlier in the evening out of the Costco located in Goleta. The subject was later identified as, [redacted], a local from Carpinteria. Deputies located [redacted] in the Shepards Place Plaza shopping center inside the same vehicle he was seen getting into when leaving the Costco parking lot. [redacted] was in possession of a glass methamphetamine pipe. Deputy Alleman arrived on scene, [redacted] was arrested & transported to SBJ

MEMORANDUM

Council Meeting Date: **January 13, 2025**

To: Honorable Mayor and City Council

From: Michael Ramirez, City Manager

Subject: **City Manager's Report**

CITY EMPLOYEE UPDATES

Recruitments

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

- Chief Building Inspector / Plans Examiner – Full-time
  - Tentative start date pending background: January 27, 2025.
- Maintenance Worker
  - Pending final selection.
- Management Assistant – Full-time
  - Tentative start date: January 21, 2025.
- Parks & Facilities Attendant – Part-time
  - Tentative start date: January 22, 2025.
- Program Manager – Parks, Recreation, and Community Services
  - Pending final selection.
- Program Manager – General Government
  - First interviews conducted January 10, 2025.
- Literacy Coordinator – Part-time
  - Tentative start date pending background: January 27, 2025.

UPDATES ON CAPITAL IMPROVEMENT PROJECTS

None

UPDATES ON DEVELOPMENT APPLICATIONS

None

OTHER CITY/COMMUNITY UPDATES

Renter Relocation Assistance Payments

In February 2024, the City Council adopted Resolution No. 6290 establishing a Renter Relocation Assistance Payment amount for No-Fault Just Cause Evictions pursuant to Carpinteria Municipal Code (CMC) chapter 7.04 ("Just Cause for Termination of Residential Tenancy"). At the time of adoption, the relocation assistance payment amount was established at two months of rent or $6,500, whichever is greater. As part of the adopted Resolution, the City also committed to reviewing the relocation assistance payment amount on an at least annual basis to ensure it remains sufficient. Staff has recently reviewed the Department of Housing and Urban Development (HUD) current Small Area Fair Market Rent (FMR) for the 93013-zip code and reviewed neighboring jurisdictions' current renter relocation assistance payment amounts. Staff found that the currently-adopted payment amount remains approximately equivalent to two months of rent for a one- or two-bedroom apartment based on the current FMR and continues to also be in line with what neighboring jurisdictions require. Based on the foregoing, staff is not recommending any changes to the current renter relocation assistance payment amount at this time.

Annual Work Plan → Strategic Plan: City Council Retreat

The City is hosting a City Council full-day retreat on Saturday, January 18, from 8 a.m. to 5 p.m. at Girls Inc. of Carpinteria located at 5315 Foothill Road. The "retreat" is a public meeting (i.e., open to the public) and will focus on topics such as the City's Mission, Vision, and Values, as well as City Council Goals and Priorities. The City's upcoming work plan will encompass fiscal years 2025-26 and 2026-27, and will henceforth be referred to as the City's "Strategic Plan," reflecting the documents extended timeline, enhanced ability to inform the budgeting process, and established connection to City department strategic goals and objectives.

<u>Engagement</u>

In preparation for the City Council retreat, the City engaged the community to solicit feedback to help inform development of the strategic plan. On November 25, the City launched a community survey in both English and Spanish to gather input. As of January 10, the City has received 246 responses across both surveys.

In addition to the survey, the City held three community workshops in December: one in English, one in Spanish, and one virtual bilingual workshop. Overall, workshops engaged 56 participants.

<u>Promotion</u>

To promote the survey and workshops, the City published ads in the Coastal View News; posted to City social media accounts and boosted those boosts (which produced 2,654

views and 68 link clicks on Instagram and 4,849 views and 178 post engagements on Facebook, all targeted to the 93013-zip code); printed 12 A-frame signs placed in high-traffic locations within the city (e.g., downtown, library, school drop-off zone, and public parks, etc.); printed flyers posted in the City kiosk and local business windows; and direct outreach through the City library, LISTOS training program, and Carpinteria Children's Project (via the Promotoras de Salud program), including hard copy surveys and self-addressed, stamped envelopes.

AgeWell W.I.S.E

Check out the brand-new "AgeWell W.I.S.E." column in Coastal View News! Published monthly, this column offers a wealth of valuable content, including **W**ellness tips, **I**nspiring stories and quotes, mind-**S**harpening games, and a touch of **E**ducational insight. Stay informed and inspired each month with "AgeWell W.I.S.E."

Saturday Excursions: Nature Hike

AgeWell hosted a leisurely Nature Hike on Saturday, January 11th at 11:00 a.m. Participants met at the base of the Franklin Trail and Community Garden Coordinator Joe Gottwald led the hike and shared informative insights about the local flora and fauna.

Community Pool Facilities Needs Assessment RFP

A Request for Proposal (RFP) for a facility needs assessment for the Community Pool has been issued and is set to close on January 26th. This assessment will provide critical information to assist staff in planning and budgeting for necessary repairs and improvements to the pool facilities in the coming years.

Fire Safety and Preparedness

In light of ongoing fire concerns across California, including the recent fire activity in Los Angeles, it's important to remind our community of local fire safety practices and emergency procedures. The Santa Barbara County Office of Emergency Management (OEM) oversees fire notifications and evacuation orders within Carpinteria, and residents are encouraged to stay informed by signing up for ReadySBC Alerts at ReadySBC.org. The City follows established OEM protocols to ensure timely communication and coordination with County emergency services. Additionally, we remind residents to practice fire safety measures, such as creating defensible space around their homes, securing important documents, and having an emergency kit prepared. Staff is exploring the opportunity to invite the Carpinteria-Summerland Fire Chief to a future City Council meeting to provide updates on regional fire safety efforts and answer community questions. For more resources and information, residents can visit **https://carpinteriaca.gov/local-info/emergency-preparedness/** or follow the City's social media channels.

Diversity, Equity, and Inclusion (DEI)

None

City of Carpinteria
City Council Minutes
Regular Meeting
Monday, December 9, 2024
Council Chamber, 5775 Carpinteria Avenue, Carpinteria, CA 93013

In-Person and Virtual

CALL TO ORDER

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

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Wade T. Nomura Councilmember Mónica J. Solórzano Vice Mayor Natalia Alarcon Mayor Al Clark
Staff members present:	Michael Ramirez, City Manager Jena Shoaf Acos, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria Ryan Kintz, Assistant City Manager Brian C. Barrett, City Clerk Lieutenant Rich Brittingham, Santa Barbara County Sheriff's Department Nick Bobroff, Community Development Director Stephon Downes, Management Analyst II John L. Ilasin, Public Works Director

PLEDGE OF ALLEGIANCE

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

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

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

AGENDA MODIFICATIONS: NONE

CERTIFICATION OF THE NOVEMBER 5, 2024 ELECTION RESULTS

1. Adopt Resolution No. 6348, Reciting the Facts of the Consolidated General Municipal Election held on November 5, 2024, Declaring the Results, and Performing Such Other Matters as Provided by Law.

City Clerk Barrett presented the staff report.

There was no public comment.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to adopt Resolution No. 6348, as read by title only. Upon voice vote, the motion carried unanimously with Councilmember Lee, Councilmember Nomura, Councilmember Solórzano, Vice Mayor Alarcon, and Mayor Clark in favor.

COMMENTS FROM COUNCILMEMBERS FOLLOWED BY COMMENTS FROM OUTGOING COUNCILMEMBER

Councilmember Lee stepped down from the dais and sat in the audience at 5:35 pm.

INSTALLATION OF INCOMING COUNCILMEMBERS

There was no public comment.

a. City Clerk to administer the oath of office to new Councilmember Julia Mayer and returning Councilmembers Natalia Alarcon and Wade T. Nomura.

   City Clerk Barrett administered the Oath of Office to new Councilmember Julia Mayer (representing City Council District No. 3), and returning Councilmembers Natalia Alarcon (representing City Council District No. 2) and Wade T. Nomura (representing City Council District No. 4).

b. Seating of the new City Council.

   Councilmembers Mayer, Alarcon, and Nomura took their seats at the dais.

   Mayor Clark commented that this is the first time there has been a female majority on the Council.

c. Comments from incoming Councilmember Julia Mayer.

   Councilmember Mayer said she looked forward to putting her own care and hard work towards continuing to make Carpinteria a beautiful place where residents can thrive. She thanked her family and soccer kids. She also thanked her fellow Councilmembers for inspiring her to take this leap into public service.

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS:

2. Adopt Resolution No. 6349 Commending and Thanking Councilmember Roy Lee for His Dedicated Service as Councilmember from 2018 to 2024.

Speakers in-person: Danielle Manriquez-Osborn, Rogelio Delgado, and Wade Cooper

Councilmember Solórzano thanked former Councilmember Lee for being so encouraging when she started as a new Councilmember and wished him the best in his next steps.

Motion by Councilmember Nomura, seconded by Vice Mayor Alarcon, to adopt Resolution No. 6349 Commending and Thanking Councilmember Roy Lee for His Dedicated Service as Councilmember from 2018 to 2024. Upon voice vote, the motion carried unanimously with Councilmember Mayer, Councilmember Nomura, Councilmember Solórzano, Vice Mayor Alarcon, and Mayor Clark in favor.

Mayor Clark and the City Council presented Resolution No. 6349, a City tile, and a card from City staff to Mr. Lee.

Mr. Lee thanked the Council, staff, and the community and said it was an honor serving the community. He presented his City pin to Councilmember Mayer.

ELECTION OF MAYOR AND VICE MAYOR

There was no public comment.

a. Nominations will be received for the position of Mayor.

   Mayor Clark opened the nominations for the position of Mayor.

   Councilmember Solórzano nominated Vice Mayor Alarcon for the position of Mayor and Councilmember Nomura seconded the nomination.

   There were no further nominations for the position of Mayor.

b. Motion to Close Nominations and selection of Mayor.

   Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to close the nominations for the position of Mayor. Upon voice vote, the motion carried unanimously with Councilmember Mayer, Councilmember Nomura, Councilmember Solórzano, Vice Mayor Alarcon, and Mayor Clark in favor.

   The roll call vote to select Vice Mayor Alarcon for the position of Mayor was as follows:

   AYES: Councilmember Mayer, Councilmember Nomura, Councilmember

	Solórzano, Vice Mayor Alarcon, and Mayor Clark
NOES:	None
ABSENT:	None
ABSTAIN:	None

The motion carried unanimously.

Former Mayor Clark passed the gavel to Mayor Alarcon.

c. Nominations will be received for the position of Vice Mayor.

Mayor Alarcon opened the nominations for the position of Vice Mayor.

Councilmember Clark nominated Councilmember Solórzano for the position of Vice Mayor and Councilmember Mayer seconded the nomination.

There were no further nominations for the position of Vice Mayor.

d. Motion to Close Nominations and selection of Vice Mayor.

Motion by Councilmember Clark, seconded by Councilmember Mayer, to close the nominations for the position of Vice Mayor.

The roll call vote to select Councilmember Solórzano for the position of Vice Mayor was as follows:

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

The motion carried unanimously.

COMMENTS FROM OUTGOING MAYOR AND INCOMING MAYOR

Former Mayor Clark said it was a pleasure serving as Mayor.

Mayor Alarcon thanked her fellow Councilmembers for nominating her to be Mayor and said she was grateful for this opportunity and looked forward to continuing to work with the community on issues that matter most.

RECESS FOR REFRESHMENTS IN COUNCIL FOYER

Mayor Alarcon recessed the meeting for refreshments in the Council Chambers at 6:00 pm.

RECONVENE THE REGULAR MEETING OF THE CITY COUNCIL

Mayor Alarcon reconvened the meeting at 6:21 pm.

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

Mayor Alarcon temporarily adjourned the meeting at 6:21 pm.

RECONVENE THE REGULAR MEETING OF THE CITY COUNCIL

Mayor Alarcon reconvened the meeting at 6:39 pm.

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS

Speakers in-person: Rogelio Delgado

Lieutenant Brittingham with the Santa Barbara County Sheriff's Department provided a law enforcement report for the month of November.

CITY MANAGER'S REPORT

a. City Employee Updates

   City Manager Ramirez reported on City recruitments.

b. Updates on Capital Improvement Projects

   None.

c. Updates on Development Applications

   City Manager Ramirez noted that the Surfliner Inn Project is scheduled for Architectural Review Board review on December 12, 2024.

d. Other City/Community Updates

   City Manager Ramirez noted upcoming City events, the solid waste collection holiday schedule, City facility holiday closures, and provided an update on the Strategic Plan Community Workshops.

Speakers in-person: Annie Sly (Ms. Sly's comments read by Amrita Salm), Marla Daily, Kirk Connally, Amrita Salm, and Alan Koch

Speakers via Zoom: Alexandra VanAntwerp

PLANNING COMMISSION ACTIONS:

Community Development Director Bobroff reported on the Planning Commission Actions from its meeting of December 2, 2024.

There was no public comment.

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Speakers in-person: Rogelio Delgado

Speakers via Zoom: Lisa Guravitz

Emails distributed: Lynn Turner and Dolores Howard

CONSENT CALENDAR:

Vice Mayor Solórzano announced she would recuse herself from Consent Calendar Item No. 9 due to her property being within 500 feet of one of the rezoned parcels and she stated that she had consulted with the City Attorney and as long as the Council has no discussion, she could remain at the dais during the vote.

Councilmember Mayer noted that she had watched the November 25th Council meeting and reviewed the materials and was prepared to vote on the second reading and adoption of the Ordinances included in the Consent Calendar.

Councilmember Clark noted that he was not in attendance at the November 25th Council meeting, but he reviewed the materials and the meeting video and was prepared to vote on the second reading and adoption of the Ordinances included in the Consent Calendar.

Due to Vice Mayor Solórzano's recusal on Consent Calendar Item No. 9, the Council split the approval of the Consent Calendar into two actions.

There was no public comment on Consent Calendar Item Nos. 3 through 8 and 10 through 11.

Motion by Vice Mayor Solórzano, seconded by Councilmember Nomura, to approve Consent Calendar Item Nos. 3 through 8 and 10 through 11. The roll call vote on the motion was as follows:

AYES: Councilmember Clark, Councilmember Mayer, Councilmember Nomura, Vice Mayor Solórzano, and Mayor Alarcon
NOES: None

ABSENT: None
ABSTAIN: None

The motion carried unanimously.

There was no public comment on Consent Calendar Item No. 9.

Vice Mayor Solórzano remained at the dais since no discussion was held on Consent Calendar Item No. 9.

Motion by Councilmember Nomura, seconded by Councilmember Clark, to approve Consent Calendar Item No. 9. The roll call vote was as follows:

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

The motion carried.

3. Approve the minutes of the regular meeting held November 25, 2024.

4. Receive and file the Expenditures for the period beginning November 18, 2024 and ending November 29, 2024.

5. Adopt Ordinance No. 787 (second reading), amending Chapter 15.80 (Development Impact Mitigation Fees) of Title 15 (Buildings and Construction) and Chapter 16.24 (Parks and Recreation Facilities Dedication and Fees) of Title 16 (Subdivisions) in the Carpinteria Municipal Code. *(*Requires a roll call vote.)

6. Adopt Ordinance No. 788 (second reading), adding Chapter 14.19 – RMU Residential/Mixed Use, to Title 14 – Zoning of the Carpinteria Municipal Code to Implement Program 1 of the 2023-2031 Housing Element (Project No. 24-2279-ORD/LCPA) and determine that none of the conditions have occurred or exist as set forth in CEQA Guidelines section 15162 to require the preparation of a supplemental or subsequent EIR for the subject zoning amendments, and that the Addendum to the certified 2003 Program EIR satisfies the environmental review requirements of CEQA.

7. Adopt Ordinance No. 789 (second reading), adding Chapter 14.51 – Objective Design Standards, to Title 14 – Zoning of the Carpinteria Municipal Code to Implement Program 1 of the 2023-2031 Housing Element (Project No. 24-2279-ORD/LCPA) and determine that none of the conditions have occurred or exist as set forth in CEQA Guidelines section 15162 to require the preparation of a supplemental

or subsequent EIR for the subject zoning amendments, and that the Addendum to the certified 2003 Program EIR satisfies the environmental review requirements of CEQA.

8. Adopt Ordinance No. 790 (second reading), amending the City Zoning Map to rezone certain properties in the City to Implement Program One of the 2023-2031 Housing Element (Project No. 24-2279-ORD/LCPA) and determine that none of the conditions have occurred or exist as set forth in CEQA Guidelines section 15162 to require the preparation of a supplemental or subsequent EIR for the subject zoning amendments, and that the Addendum to the certified 2003 Program EIR satisfies the environmental review requirements of CEQA.

9. Adopt Ordinance No. 791 (second reading), amending the City Zoning Map to rezone certain properties in the City to Implement Program One of the 2023-2031 Housing Element (Project No. 24-2279-ORD/LCPA) and determine that none of the conditions have occurred or exist as set forth in CEQA Guidelines section 15162 to require the preparation of a supplemental or subsequent EIR for the subject zoning amendments, and that the Addendum to the certified 2003 Program EIR satisfies the environmental review requirements of CEQA.

10. Adopt Resolution No. 6350, certifying that Ordinance Nos. 788, 789, 790, and 791 are intended to carry out the policies of the City's Local Coastal Program consistent with the California Coastal Act; directing that Ordinance Nos. 788, 789, 790, and 791 be transmitted to the California Coastal Commission for filing pursuant to Public Resources Code Section 30510 and in accordance with Section 13551 of Title 14 of the California Code of Regulations; and directing that Ordinance Nos. 788, 789, 790, and 791 be transmitted to the California Department of Housing and Community Development for Housing Element Certification pursuant to Government Code Section 65585 (Project No. 24-2279-LCPA/ORD).

11. Accept Parcel Map 25,201, and associated documents including project-specific Covenants, Conditions and Restrictions (CC&Rs), and an Informational Notice document, for the Zins SFD Demolition and Condominium Triplex Project (21-2083-DP/TPM/CDP) located at 4905 Eighth Street.

ADMINISTRATIVE MATTERS: NONE

PUBLIC HEARING:

12. Annual Report of the Development Impact Fee Program and Updating the Capital Improvement Plan. (Continued from November 25, 2024 Regular Council Meeting)

    Recommendation: Adopt Resolution No. 6347, approving and accepting the Annual Report of the Development Impact Fee Program and updating the Capital Improvement Plan.

Management Analyst II Downes presented the staff report and PowerPoint presentation and he and Public Works Director Ilasin responded to questions from the Council.

Mayor Alarcon opened the public hearing at 7:39 pm and being there was no public comment, closed the public hearing at 7:39 pm.

Motion by Vice Mayor Solórzano, seconded by Councilmember Nomura, to adopt Resolution No. 6347, as read by title only. Upon voice vote, the motion carried unanimously with Councilmember Clark, Councilmember Mayer, Councilmember Nomura, Vice Mayor Solórzano, and Mayor Alarcon in favor.

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:

13. Selection of City Council Representatives to Other Government Agencies, Regional Committees, City Council Joint and Standing Committees, and City Ad Hoc Committees.

    Recommendation: Assign City Council representatives to Other Government Agencies, Regional Committees, City Council Joint and Standing Committees, and City Ad Hoc Committees, as set forth in the staff report and the below sample motion.

City Clerk Barrett provided the staff report and PowerPoint presentation.

There was no public comment.

Motion by Councilmember Clark, seconded by Councilmember Nomura, to:

1. Assign Councilmember representatives to the Appointees to Other Government Agencies.

Committee	New Representative(s)
Appointees to Other Government Agencies	
Beach Erosion Authority for Clean Oceans and Nourishment (BEACON)	Primary: Julia Mayer Alternate: Al Clark
California Joint Powers Insurance Authority (CJPIA)	Primary: Mónica Solórzano Alternate: Al Clark

Santa Barbara County Association of Governments (SBCAG)	Primary: Al Clark Alternate: Wade Nomura
Santa Barbara County Air Pollution Control District (APCD)	Primary: Al Clark Alternate: Wade Nomura
Central Coast Community Energy (3CE)	No Action Required by City Council at This Time
Santa Barbara Metropolitan Transit District	Primary: Mónica Solórzano

2. Assign Councilmember representatives to Regional Agencies/Committees.

Committee	New Representative(s)
Representatives to Regional Agencies/Committees	
Channel Counties Division, League of California Cities	Primary: Wade Nomura Alternate: Mónica Solórzano
Santa Barbara Joint Affordable Housing Task Group	Primary: Julia Mayer Alternate: Natalia Alarcon
Santa Barbara County Elected Leaders Forum to Address Homelessness	Primary: Julia Mayer Alternate: Natalia Alarcon
South Coast Youth Safety Partnership	Primary: Mónica Solórzano Alternate: Julia Mayer
Multijurisdictional Solid Waste Task Group	Primary: Julia Mayer Alternate: Natalia Alarcon

3. Assign Councilmember representatives to the City's Joint and Standing Committees.

Committee	New Representative(s)
Joint and Standing Committees	
City Council/Economic Vitality Committee	Member: Natalia Alarcon Member: Julia Mayer
City Council/Public Safety Committee	Member: Al Clark Member: Wade Nomura
City Council/School Board Committee	Member: Julia Mayer Member: Mónica Solórzano
City Council/Utilities Committee	Member: Wade Nomura Member: Al Clark
City Council/First District Supervisor Committee	Member: Natalia Alarcon Member: Julia Mayer
City Council Finance/Budget Committee	Member: Natalia Alarcon Member: Al Clark

Transportation Committee	Member: Al Clark Member: Julia Mayer
Development Review Committee (Joint Committee membership from City Council, Planning Commission and Architectural Review Board)	Member: Al Clark Member: Wade Nomura
General Plan and Coastal Plan Update Committee (Joint Committee membership from City Council and Planning Commission)	Member: Mónica Solórzano Member: Al Clark
Public Facility Site Acquisition/Development Committee	Member: Al Clark Member: Wade Nomura
Sustainability Committee	Member: Wade Nomura Member: Mónica Solórzano

4. Assign Councilmember representatives to the City's Ad Hoc Committees.

Committee	New Representative(s)
Ad Hoc Committees	
Civic/Youth Engagement Committee	City Clerk Barrett announced that this Committee had expired on December 31, 2023. There was consensus of the Council to direct staff to return at a January 2025 Council meeting to re-create the Civic/Youth Engagement Committee.

Upon voice vote, the motion carried unanimously with Councilmember Clark, Councilmember Mayer, Councilmember Nomura, Vice Mayor Solórzano, and Mayor Alarcon in favor.

LEGISLATIVE UPDATE: NONE

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

Vice Mayor Solórzano reported on the following:

- BEACON rescheduled its meeting for December 19th at City Hall at 9:30 am.
- South Coast Youth Safety Partnership met at 9 am this morning and had good discussion to inform City/Carpinteria Unified School District Committee work moving forward.
- Ad Hoc Harbor Seal Advisory Committee will hold its final meeting on December 19th at 4:30 pm.

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

All Councilmembers are expected to be in attendance at the January 13, 2025 regular meeting.

CLOSED SESSION

14. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to 54956.9(d)(2): One potential case.

Legal Counsel Acos read aloud the title of the Closed Session into the record.

PUBLIC COMMENT ON CLOSED SESSION

Speakers in-person: Alan Koch

TEMPORARY ADJOURNMENT TO CLOSED SESSION

Mayor Alarcon temporarily adjourned the meeting to Closed Session at 8:15 pm.

RECONVENE IN OPEN SESSION

Mayor Alarcon reconvened the meeting in Open Session at 9:13 pm with all Councilmembers, City Manager Ramirez, Legal Counsel Acos, Assistant City Manager Kintz, City Clerk Barrett and one member of the public present.

CLOSED SESSION REPORT

Legal Counsel Acos announced that there was no reportable action from the Closed Session.

ADJOURNMENT

Mayor Alarcon adjourned the meeting at 9:13 pm.

_____
Natalia Alarcon, Mayor

ATTEST:

_____
Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria

COUNCIL AGENDA STAFF REPORT
January 13, 2025

ITEM FOR COUNCIL CONSIDERATION

Expenditures for the period beginning December 2, 2024 and ending December 27, 2024.

STAFF RECOMMENDATION

Receive and file Warrant Register for the period of December 2, 2024, through December 27, 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) disbursed 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 the City's fiscal activity since the prior reporting period and ensure expenditures are within the approved budget.

ATTACHMENTS

Attachment A: Warrant Register for the period beginning December 02, 2024, and ending December 27, 2024.

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

Signature

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

Signature

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

Signature

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

Signature

ATTACHMENT A

Warrant Register

Carpinteria, CA

Date Range: 12/02/2024 - 12/27/2024

Vendor Number / Payable #	Vendor Name / Payable Type	Payable Description	Payment Date	Payment Amount	Number
Bank Code: AP Bank-AP Bank					
Payment Type: Regular					
	JOHN D MULLEN		12/16/2024	(6,526.59)	103884
	KATHERINE SALANT		12/18/2024	(120.00)	103963
	SITEONE LANDSCAPE SUPPLY (ALL AROUND)		12/13/2024	(547.36)	104373
	ADVANTAGE TELECOM		12/05/2024	70.00	104782
164906	Invoice	DEC24 EMERGENCY PHONE LINE SERVICES			
	ALICE WISSING		12/05/2024	280.00	104783
11/20/24	Invoice	MINUTES FOR PLANNING COMMISSION MEETING 10/7/24			
	AMAZON CAPITAL SERVICES INC		12/05/2024	2,369.66	104784
1339-JNNC-FXTG	Invoice	BOOKS FOR LIBRARY			
13GV-Q9VG-HPHD	Invoice	EARBUD HEADPHONES FOR LIBRARY			
13HF-CNXD-39L4	Invoice	STRAINER COVER FOR POOL			
13QM-LQTN-JNTP	Invoice	ZIP BOOKS-R. EPSTEIN			
13TM-3DL6-364R	Invoice	EDUCATIONAL TOYS FOR LIBRARY			
149V-9R33-9W4X	Invoice	BOOKS FOR LIBRARY			
14J6-R76N-3HLP	Invoice	BOOKS FOR LIBRARY			
19RM-M1C1-1TK6	Invoice	COPY PAPER FOR LIBRARY			
19VJ-HCLW-V47H	Invoice	BOOKS FOR LIBRARY			
1CGN-3G9T-NWMF	Invoice	BOOKS FOR LIBRARY			
1CHX-W7FT-1DHJ	Invoice	BOOKS FOR LIBRARY			
1CNJ-Q4GV-NPH4	Invoice	STRAINER COVER FOR POOL			
1CR3-ML7Q-367V	Credit Memo	THRESHOLD RAMP RETURNED			
1D19-4WR1-GVPY	Invoice	TONIES AUDIO STORIES-LIBRARY OF THINGS			
1FHL-XJNL-9RY1	Invoice	ZIP BOOKS-J. FOSTER			
1FWH-LW1D-31PQ	Invoice	ZIP BOOKS-J. STEEN			
1H7J-GWCN-9LDK	Invoice	BOOKS FOR LIBRARY			
1JRW-7WYC-7R1N	Invoice	ZIP BOOKS-J. OFFEN			
1L6C-X67F-VLTH	Invoice	KAYAK STORAGE RACK FOR BOATHOUSE			
1MCJ-46QM-JFW4	Invoice	ZIP BOOKS-C. CATHEY			
1N4Q-9F9L-6QCF	Invoice	SPACE HEATER FOR LIBRARY			
1NJP-JFGN-3W36	Invoice	TONIES AUDIO-LIBRARY OF THINGS			
1NT3-6WN4-1M6G	Invoice	LETTER STENCILS FOR BOATHOUSE			
1NVP-9HX7-KKGV	Invoice	ZIP BOOKS-C. OBRIEN			
1QDR-TMPF-TYDW	Invoice	BOOKS FOR LIBRARY			
1QJP-DQRW-H1FK	Invoice	BOOKS FOR LIBRARY			
1QMQ-CHJ4-4GDF	Invoice	MATERIALS FOR AGE WELL GARDEN PROJECT			
1R4M-WMW1-WNMQ	Credit Memo	PAPER CUTTER BLADE RETURNED			
1RQC-M6WJ-G76T	Invoice	BOOKS FOR LIBRARY			
1RWX-GXX4-4CMD	Invoice	HEADPHONE ADAPTER FOR AGE WELL PROGRAM			
1V4H-D7T4-69LL	Invoice	TONER, VARIOUS SUPPLIES FOR LIBRARY			
1V9P-HN17-VCGR	Invoice	BOOKS FOR LIBRARY			
1VD1-94W9-JMP9	Invoice	ZIP BOOKS-R. EPSTEIN			
1WQ9-RYFP-VMXJ	Invoice	BOOKS FOR LIBRARY			
1X3R-1VM9-F7DM	Invoice	BOOKS FOR LIBRARY			
1X7C-FC9J-GVHD	Credit Memo	BOOKS FOR LIBRARY			
1XCT-MCD4-K3WT	Invoice	MICROPHONE COVERS FOR COUNCIL CHAMBERS			
1Y6V-GMLY-3W7C	Credit Memo	STRAINER COVER FOR POOL			
1YGL-KKK4-6NNX	Credit Memo	BOOKS FOR LIBRARY			
	Void		12/05/2024	-	104785
	Void		12/05/2024	-	104786
	BASIC		12/05/2024	162.56	104787
IN3275439	Invoice	NOV24 MONTHLY FSA ADMIN FEE			
	BIG GREEN CLEANING COMPANY		12/05/2024	3,186.44	104788

660156	Invoice	WATERLESS URINAL CARTRIDGE FOR CITY HALL			
660748	Invoice	HOMELESS CLEANUP CARPINTERIA CREEK 11/5/24			
660749	Invoice	HOMELESS CLEANUP CARPINTERIA CREEK 11/4/24			
660750	Invoice	CLEAN UP AT EL CARRO PARK 11/4/24			
	BRANDON AND JULIA WHEATLEY		12/05/2024	135.40	104789
INV0006561	Invoice	PROJECT CLOSE OUT PL-23-2250			
	BUREAU VERITAS NORTH AMERICA INC		12/05/2024	14,039.36	104790
RI 24050493	Invoice	OCT24 MONTHLY PLAN CHECK SERVICES			
RI 24050494	Invoice	OCT24 MONTHLY PERMIT TECH SERVICES			
RI 24050495	Invoice	OCT24 MONTHLY INSPECTOR SERVICES			
	CA DEPT OF JUSTICE		12/05/2024	64.00	104791
774751	Invoice	OCT24 FINGERPRINT APPLICATIONS			
	CANNON		12/05/2024	29,074.60	104792
90107	Invoice	OCT24 VENOCO PIPELINE ABANDONMENT			
90213	Invoice	OCT24 VIA REAL STORMWATER PROJECT			
90215	Invoice	OCT24 DESIGN SERVICE-4675 CARPINTERIA AVE			
90286	Invoice	OCT24 DESIGN SERVICE-700 LINDEN AVE			
90307	Invoice	OCT24 2022 PAVEMENT REHABILITATION			
	CANON FINANCIAL SERVICES INC		12/05/2024	1,249.52	104793
36184854	Invoice	NOV24 MAINT & SERVICE CANON PRINTERS			
	CARPINTERIA EDUCATION FOUNDATION		12/05/2024	7,197.82	104794
INV0006580	Invoice	PROJECT CLOSE OUT EP-17-6034			
	CARPINTERIA VALLEY LUMBER CO		12/05/2024	374.18	104795
550451	Invoice	PARTS FOR MENS ADA SHOWER AT POOL			
550530	Invoice	PAINTERS TOOL FOR VETS HALL			
550604	Invoice	TRASH CANS FOR ELM & HOLLY PARKING LOTS			
551300	Invoice	TARPS FOR SHOP STORAGE			
551486	Invoice	BOATHOUSE PADDLE BOARD REPAIR			
551516	Invoice	PIPE ADAPTOR FOR POOL			
551564	Invoice	WASHERS FOR POOL SINK REPAIR			
551782	Invoice	TOOLS FOR REPAIR AT EL CARRO PARK			
	CATALINA CAMPUZANO		12/05/2024	175.30	104796
INV0006300	Invoice	VETS HALL EVENT 9/7/24 REFUND			
	CIVICPLUS		12/05/2024	780.00	104797
323584	Invoice	DEC24 ONLINE CODE HOSTING			
	COASTAL VIEW NEWS		12/05/2024	1,558.00	104798
61765	Invoice	PUMPKIN SMASH AD 10/31/24			
61807	Invoice	PUBLIC HEARING NOTICE AD 11/14/24			
61808	Invoice	NOTICE OF PUBLIC HEARING AD 11/14/24			
61855	Invoice	CITY HOUSING ELEMENT AD 11/21/24			
61859	Invoice	NOTICE OF PUBLIC HEARING AD 12/2/24			
61860	Invoice	CITY ANNUAL REVIEW AD 11/21/24			
	COUNTY SANITATION COMPANY INC STEWARTS		12/05/2024	1,520.00	104799
65347	Invoice	HYDRO JET VIOLA/EL CARRO 10/24/24			
65350	Invoice	HYDRO JET VETS HALL 10/25/24			
	DAVID PINKERNELL		12/05/2024	82.32	104800
INV0006582	Invoice	PROJECT CLOSE OUT PL-23-2214			
	DEWBERRY ENGINEERS INC.		12/05/2024	8,828.81	104801
22426883	Invoice	OCT24 CARPINTERIA AVENUE BRIDGE REPLACEMENT			
	DOUG NORTON		12/05/2024	34.72	104802
INV0006583	Invoice	PROJECT CLOSE OUT PL-23-2226			
	ENCOMPASS CONSULTANT GROUP INC		12/05/2024	3,749.50	104803
06013	Invoice	OCT24 CHANEY AVE EMERGENCY REPAIR			
	EVERYWHERE RIGHT NOW		12/05/2024	850.00	104804
4104	Invoice	ANNUAL DOMAIN REGISTRATION FOR LIBRARY			
	FILIPPIN ENGINEERING INC.		12/05/2024	51,589.25	104805

240501-07	Invoice	OCT24 2022 PAVEMENT REHABILITATION PROJECT			
	GRAINGER		12/05/2024	240.47	104806
9323146010	Invoice	CIRCUIT TRACER KIT			
	HOME DEPOT CREDIT SERVICES		12/05/2024	536.39	104807
9545073	Invoice	TOOLS FOR SWEEPER REPAIRS			
9810723	Invoice	TOOLS FOR SWEEPER REPAIRS			
	IMPULSE ADVANCE COMMUNICATIONS		12/05/2024	1,625.44	104808
126730	Invoice	DEC24 PHONE SERVICES			
	ISAAC ELECTRIC INC.		12/05/2024	1,200.00	104809
1119	Invoice	SHERIFF'S WATER HEATER			
	KANOPY		12/05/2024	147.00	104810
424854 - PPU	Invoice	OCT24 LIBRARY VIDEOS			
	KNORR SYSTEMS INT'L		12/05/2024	2,135.29	104811
254046	Invoice	BOX COVER FOR ENDURO M MODEL POOL VACUUM			
254425	Invoice	ENDURO M MODEL POOL VACUUM			
	MCCORMIX CORP		12/05/2024	111.52	104812
23639	Invoice	FUEL FOR CITY VEHICLES			
	MISSION UNIFORM SERVICE		12/05/2024	338.42	104813
522772658	Invoice	TOWEL & MAT REPLACEMENT VETS HALL 11/18/24			
522772659	Invoice	TOWEL & MAT REPLACEMENT LIBRARY 11/18/24			
522772661	Invoice	TOWEL & MAT REPLACEMENT POOL 11/18/24			
522772662	Invoice	MAT REPLACEMENT, UNIFORM CLEANING 11/18/24			
522772663	Invoice	TOWEL & MAT REPLACEMENT CITY HALL 11/18/24			
522817150	Invoice	TOWEL & MAT REPLACEMENT CITY HALL 11/25/24			
	MNS ENGINEERS INC		12/05/2024	912.50	104814
87918	Invoice	OCT24 ATP CYCLE 7 GRANT WRITING			
	MUNICIPAL MANAGEMENT ASSOCIATION OF SOI		12/05/2024	125.00	104815
FY24/25 RAMIREZ	Invoice	FY24/25 MEMBERSHIP M. RAMIREZ			
	NEW BEGINNINGS COUNSELING CENTER		12/05/2024	3,531.42	104816
49926	Invoice	SEP24 SAFE PARKING PROGRAM			
	ON TRACK SOLUTIONS LLC		12/05/2024	19,074.89	104817
1225	Invoice	AUG-SEP24 DRAGO VANTAGE			
1231	Invoice	OCT24 DRAGO VANTAGE			
	OVERDRIVE INC.		12/05/2024	74.23	104818
01352DA24360494	Invoice	NOV24 EBOOKS/AUDIOBOOKS FOR LIBRARY			
	QUADIENT LEASING USA INC.		12/05/2024	622.44	104819
Q1605029	Invoice	JAN24-MAR25 LEASE PAYMENT FOR C.H. POSTAGE MACHINE			
	RRM DESIGN GROUP		12/05/2024	1,720.00	104820
2911-01-1024	Invoice	OCT24 FRANKLIN CREEK TRAIL IMPROVEMENT			
	SANTA BARBARA COUNTY CLERK OF THE BOARD		12/05/2024	50.00	104821
INV0006605	Invoice	CEQA NOTICE OF EXEMPTION FILING FEE 24-2279			
	SANTA BARBARA COUNTY EHS / CUPA		12/05/2024	373.00	104822
INV0006598	Invoice	3610-POOL/SPA/WADING POOL PERMIT FA0000563E			
	SANTA BARBARA PEST CONTROL		12/05/2024	225.00	104823
39492	Invoice	NOV24 PEST CONTROL AT VETS HALL			
39495	Invoice	NOV24 PEST CONTROL AT COMMUNITY POOL			
39498	Invoice	NOV24 PEST CONTROL AT CITY HALL			
	SO CA EDISON		12/05/2024	6,071.46	104824
NOV24 700201069122	Invoice	NOV24 ELECTRICITY-101 ASH AVE			
NOV24 700247140684	Invoice	NOV24 ELECTRICITY-1 CARPINTERIA TC1			
NOV24 700264659490	Invoice	NOV24 ELECTRICITY-1115 LINDEN AVE B PED			
NOV24 700291369452	Invoice	NOV24 ELECTRICITY-MULTIPLE LOCATIONS			
	SOLO REPROGRAPHICS		12/05/2024	32.33	104825
V67022	Invoice	FOAM BOARD FOR AVO FESTIVAL OUTREACH			

	STAPLES ADVANTAGE		12/05/2024	384.54	104826
6017015131	Invoice	3 CASES COPY PAPER, ENVELOPES, LABELS			
	TODD MATHERS		12/05/2024	91.55	104827
INV0006599	Invoice	PROJECT CLOSE OUT PL-23-2256			
	TORO ENTERPRISES INC		12/05/2024	1,626,736.41	104828
18287	Invoice	OCT24 VIA REAL STORMWATER PROJECT			
18306	Invoice	OCT24 2022 PAVEMENT REHABILITATION PROJECT			
	TRANSAMERICA EMPLOYEE BENEFITS		12/05/2024	491.80	104829
2505547038	Invoice	NOV24 EMPLOYEE PREMIUMS			
	TREESCAPES		12/05/2024	720.00	104830
388338485	Invoice	TREE TRUNK INJECTIONS VARIOUS LOCATIONS 11/7/24			
388338486	Invoice	PEST TREATMENT AT 8TH STREET 11/7/24			
	TRUE NORTH COMPLIANCE SERVICES INC		12/05/2024	5,067.22	104831
24-10-039	Invoice	OCT24 BP PLAN CHECK / INSPECTION SERVICES			
	TWO TRUMPETS COMMUNICATIONS		12/05/2024	6,000.00	104832
1424	Invoice	OCT24 COMMUNICATIONS SERVICES			
	UNIQUE MANAGEMENT SERVICES INC		12/05/2024	65.00	104833
6132524	Invoice	OCT24 LOST LIBRARY BOOKS			
	WATER GEAR INC		12/05/2024	1,378.00	104834
4702	Invoice	SWIM CAPS, GOGGLES FOR RESALE AT POOL			
	WAXIE SANITARY SUPPLY		12/05/2024	159.49	104835
82770366	Invoice	BATH TISSUE, TRASH BAGS, KLEEN BRITE 10/2/24			
	WEST COAST ARBORISTS INC		12/05/2024	1,395.00	104836
221763	Invoice	TREE MAINTENANCE 10/16/24-10/31/24			
	WESTAIRE HEATING & CONDITIONING INC		12/05/2024	500.00	104837
21239	Invoice	HVAC MAINTENANCE VETS HALL 11/13/24			
	WEX BANK (76)		12/05/2024	523.03	104838
101210685	Invoice	NOV24 FUEL FOR CITY VEHICLES			
	ALICE WISSING		12/12/2024	640.00	104839
11/29/24	Invoice	MINUTES FOR PLANNING COMMISSION MEETING 11/4/24			
	ALL LANGUAGES INTERPRETING & TRANSLATING		12/12/2024	1,400.00	104840
31280	Invoice	2 INTERPRETERS FOR CC MTGS NOV24			
	AMAZON CAPITAL SERVICES INC		12/12/2024	1,316.08	104841
16ML-GHJQ-3VHM	Invoice	HOLIDAY STRING LIGHTS FOR DOWNTOWN T			
17DY-36CW-3PQK	Invoice	KEYBOARD CASE FOR COUNCIL IPAD			
193G-RRT1-CM64	Invoice	ZIP BOOKS-K. SCHROEDER			
19HL-CWG1-K69Q	Invoice	ZIP BOOKS-E. PRUETT			
19YF-C3Q7-FJCQ	Invoice	ZIP BOOKS-D. MCGUIRE			
1CGQ-GD4G-C9Y3	Invoice	ZIP BOOKS-L. GRYBOWSKI			
1DJT-66V4-PPXX	Invoice	WIRELESS KEYBOARD & MOUSE			
1GM3-HPWH-4QW1	Invoice	NOTARY LABELS & FOLDERS FOR CITY CLERK			
1GMG-DWJD-R7F1	Invoice	ZIP BOOKS-F. CARUSA			
1JVT-43K6-LMCJ	Invoice	ZIP BOOKS-E. SWIKEHARDT			
1K6V-11VC-H9P3	Invoice	ZIP BOOKS-R. WYCKOFF			
1KXV-MW93-GRKQ	Credit Memo	TONIES CHARACTER RETURNED			
1MKG-PDFG-JX1J	Invoice	ZIP BOOKS-P. MENARD			
1N1P-M3LV-X7FT	Invoice	ZIP BOOKS-S. HABERMAN			
1NHL-P7DN-L3MW	Invoice	ZIP BOOKS-M. CONNORS			
1NHY-GDRN-MFW3	Invoice	ZIP BOOKS-R. HERMAN			
1QQX-MYXW-MGP3	Invoice	ZIP BOOKS-G. CARTER			
1R7J-TKNJ-J9LF	Invoice	ZIP BOOKS-C. BENGRY			
1TWF-G7GJ-NPKY	Invoice	ZIP BOOKS-C. DUNN			
1TWM-NKGY-HLTF	Credit Memo	BOOKS FOR LIBRARY			
1VTY-174Q-VNNX	Invoice	ZIP BOOKS-A. NICOLATO-GEORGE			
1W3J-Q9W1-39PJ	Invoice	1 OFFICE CHAIR			
1WNK-73TK-YHQ1	Invoice	ART SUPPLIES FOR AGE WELL ART PROGRAM			

1WPV-GJJG-3PGX	Invoice	IPHONE & IPAD CHARGERS			
1XCT-CH4M-XQDY	Invoice	CASHIER FOLDERS FOR FINANCE			
1YPK-CF3D-XFF4	Invoice	HEAT PRESS & VINYL STICKERS FOR LIBRARY			
	Void		12/12/2024	-	104842
	ANIMAL MEDICAL CLINIC		12/12/2024	5,242.39	104843
564625	Invoice	SEP24 EMERGENCY OUT OF CONTRACT VET SERVICES			
564820	Invoice	OCT24 DOG LICENSING ISSUANCE			
564821	Invoice	OCT24 CONTRACTED VET SERVICES			
564890	Invoice	OCT24 EMERGENCY OUT OF CONTRACT VET SERVICES			
565784	Invoice	NOV24 DOG LICENSING ISSUANCE			
565785	Invoice	NOV24 CONTRACTED VET SERVICES			
566492	Invoice	DEC24 CONTRACTED VET SERVICES			
566493	Invoice	DEC24 DOG LICENSING ISSUANCE			
	BACKGROUNDS ONLINE		12/12/2024	191.55	104844
572517	Invoice	NOV24 PROFESSIONAL SERVICES			
	BIG GREEN CLEANING COMPANY		12/12/2024	432.88	104845
660155	Invoice	WATERLESS URINAL CARTRIDGES FOR CITY HALL 11/4/24			
660744	Invoice	PRESSURE WASH & CLEAN-UP AT SKATE PARK 11/15/24			
	BLUESTUDIO INC		12/12/2024	2,655.00	104846
1465	Invoice	PROFESSIONAL SERVICES-LINDEN DESIGN THRU 11/15/24			
	CALIFORNIA ANIMAL WELFARE ASSOCIATION		12/12/2024	150.00	104847
300002117	Invoice	MEMBERSHIP D. HERNANDEZ			
	CALIFORNIA ASSOCIATION OF CODE ENFORCEME		12/12/2024	200.00	104848
300020992	Invoice	2025 CODE ENFORCEMENT DUES D. HERNANDEZ			
300021039	Invoice	2025 CODE ENFORCEMENT DUES H. MENENDEZ			
	CALIFORNIA ELECTRIC SUPPLY		12/12/2024	13.64	104849
7700-1213046	Invoice	OUTLET COVERS FOR CITY HALL CONFERENCE ROOM			
	CALIFORNIA MUNICIPAL REVENUE & TAX ASSOCI		12/12/2024	150.00	104850
3894	Invoice	2025 MEMBERSHIP RENEWAL FOR ADMIN SERVICES			
	CARPINTERIA VALLEY LUMBER CO		12/12/2024	658.01	104851
551041	Invoice	PAINT SUPPLIES FOR VETS HALL			
551424	Invoice	PAINT SUPPLIES FOR CITY HALL CONFERENCE ROOM			
551425	Invoice	PAINT FOR CITY HALL CONFERENCE ROOM			
551900	Invoice	DRYWALL REPAIR MATERIAL FOR CITY HALL MEETING ROOM			
552052	Invoice	PAINT SUPPLIES FOR CITY HALL MEETING ROOM			
552277	Invoice	ELECTRICAL TAPE SUPPLIES FOR SHOP			
	CARPINTERIA VALLEY WATER DISTRICT		12/12/2024	20,580.44	104852
CARP CITY NOV24 SERVICE	Invoice	NOV24-WATER FOR MULTIPLE LOCATIONS			
	COASTAL VIEW NEWS		12/12/2024	1,521.00	104853
61768	Invoice	CERT TRAINING AD 10/31/24			
61865	Invoice	SUMMARY OF PROPOSED ORDINANCE AD 11/28/24			
61884	Invoice	2025-2027 STRATIGIC PLAN AD 11/28/24			
61887	Invoice	SUMMARY OF PROPOSED ORDINANCE AD 11/28/24			
	COUNTY OF SANTA BARBARA - PUBLIC WORKS		12/12/2024	1,500.00	104854
507752	Invoice	TRAFFIC CONTROL PERMIT ST-22-001			
	COX BUSINESS		12/12/2024	778.85	104855
DEC24 001 3011 022093901	Invoice	DEC24 CITY HALL INTERNET-PHONE SERVICE			
DEC24 001 3011 028030701	Invoice	DEC24 POOL & GARDEN INTERNET-PHONE SERVICE			
	DAVID HERNANDEZ		12/12/2024	214.27	104856
INV0006630	Invoice	REIMBURSE 2024 CACEO CONFERENCE EXPENSES			
	ELITE GENERAL ENGINEERING		12/12/2024	20,015.31	104857
24094	Invoice	EMERGENCY SIDEWALK REPAIR 4834 CARP AVE			
24098	Invoice	EMERGENCY CURB REPAIR SANTA MONICA CREEK ENTRANCE			
	EVERSHADE EXTERIOR CLEANING SOLUTIONS		12/12/2024	475.00	104858
11046	Invoice	NOV24 CLEANING OF TRASH CANS AT CARP & LINDEN AVE			
	FIRST NATIONAL BANK OF OMAHA		12/12/2024	6,911.00	104859

NOV24 0853	Invoice	CREDIT CARD PAYMENT-JG			
NOV24 3409	Invoice	CREDIT CARD PAYMENT-JS			
NOV24 3696	Invoice	CREDIT CARD PAYMENT-LM			
NOV24 4480/4545	Invoice	CREDIT CARD PAYMENT-NB, BB			
NOV24 5788	Invoice	CREDIT CARD PAYMENT-RK			
NOV24 6160	Invoice	CREDIT CARD PAYMENT-JI			
NOV24 9893	Invoice	CREDIT CARD PAYMENT-JT			
	FRONTIER COMMUNICATIONS		12/12/2024	255.75	104860
DEC24 209-188-2500-061589-5	Invoice	DEC24 PHONE & INTERNET-LG TOWER			
DEC24 805-566-3374-042524-5	Invoice	DEC24 PHONE & INTERNET-BOATHOUSE			
	GODKIN DESIGN/BUILD INC		12/12/2024	107.02	104861
INV0006633	Invoice	PROJECT CLOSE OUT PL-23-2225			
	GRACENOTE		12/12/2024	77.92	104862
150027076	Invoice	DEC24 LISTING DISTRIBUTION SERVICES-GATV			
	HAAKER EQUIPMENT COMPANY		12/12/2024	7,198.00	104863
W1AACQ	Invoice	REPAIR ON SWEEPER RENTAL			
	HDL SOFTWARE LLC		12/12/2024	914.91	104864
SIN045007	Invoice	SALES TAX Q2 2024 (OCT-DEC 2024)			
	HILLYARD		12/12/2024	310.06	104865
605662841	Invoice	FLEET CAR WASH SOAP, BODY WASH FOR POOL			
	KANOPY		12/12/2024	121.00	104866
429158 - PPU	Invoice	NOV24 LIBRARY VIDEOS			
	LOWE'S		12/12/2024	2,087.15	104867
OCT24 9800 338916 4	Invoice	OCT24 CARD PAYMENT			
	MICHAEL LAZARO DBA CARPINTERIA EVENTS		12/12/2024	8,500.00	104868
INV0031	Invoice	2024 HOLIDAY SPIRIT PARADE			
	MISSION UNIFORM SERVICE		12/12/2024	467.40	104869
522817149	Invoice	MAT REPLACEMENT, UNIFORM CLEANING 11/25/24			
522853650	Invoice	TOWEL & MAT REPLACEMENT VETS HALL 12/2/24			
522853651	Invoice	TOWEL & MAT REPLACEMENT LIBRARY 12/2/24			
522853653	Invoice	TOWEL & MAT REPLACEMENT POOL 12/2/24			
522853654	Invoice	MAT REPLACEMENT, UNIFORM CLEANING 12/2/24			
522853655	Invoice	TOWEL & MAT REPLACEMENT CITY HALL 12/2/24			
	NACA-NATIONAL ANIMAL CARE & CONTROL ASS(		12/12/2024	150.00	104870
15747	Invoice	2025 MEMBERSHIP AGENCY RENEWAL			
	NEW BEGINNINGS COUNSELING CENTER		12/12/2024	2,874.54	104871
50010	Invoice	OCT24 SAFE PARKING PROGRAM			
	POLICORE INC.		12/12/2024	4,250.00	104872
403422	Invoice	IT SERVICES-CITY HALL OCT24			
	QUADIENT FINANCE USA INC		12/12/2024	1,000.00	104873
DEC24 7900 0440 8110 0954	Invoice	POSTAGE FOR CITY HALL 12/9/24			
NOV24A 7900 0440 8110 0954	Invoice	POSTAGE FOR CITY HALL 11/21/24			
	RICHARD HEIMBURG		12/12/2024	118.08	104874
INV0006642	Invoice	PROJECT CLOSE OUT PL-23-2220			
	RISDON'S 76 SERVICE		12/12/2024	105.00	104875
4150	Invoice	CAR WASH FOR UNIT 250 11/7/24			
7668	Invoice	CAR WASH FOR UNIT 255 11/16/24			
8023	Invoice	CAR WASH FOR UNIT 250 11/17/24			
	SANTA BARBARA LOCKSMITH		12/12/2024	690.35	104876
145009	Invoice	CODE LOCK FOR GATE AT VETS HALL			
	SITEONE LANDSCAPE SUPPLY (ALL AROUND)		12/12/2024	261.13	104877
148175921-001	Invoice	HOSE BARB FOR EL CARRO HOSE			
148178083-001	Invoice	HOSE BARB FOR WATER TRAILER			
148231721-001	Invoice	STRAW WATTLE NETS FOR STORM PREPAREDNESS			
148232490-001	Credit Memo	STRAW WATTLE NETS FOR STORM PREPAREDNESS			

	SMARDAN HATCHER COMPANY		12/12/2024	157.12	104878
S4175382.001	Invoice	TOILET REPAIR PARTS FOR POOL			
	SO CA EDISON		12/12/2024	1,885.13	104879
NOV24 700230547624	Invoice	NOV24 ELECTRICITY-5103 CARPINTERIA AVE			
NOV24 700274833982	Invoice	NOV24 ELECTRICITY-901 CACTUS LN EV EV			
NOV24 700477662295	Invoice	NOV24 ELECTRICITY-901 CACTUS LN LGHT LGHT			
NOV24 700525378417	Invoice	NOV24 ELECTRICITY-931 WALNUT & 4851 5TH ST			
NOV24 700604790697	Invoice	NOV24 ELECTRICITY-CAPP AV/CSTS PAS 609			
NOV24 700827356389	Invoice	NOV24 ELECTRICITY-5300 CARPINTERIA AVE TC1 TC1			
	SO CAL GAS		12/12/2024	5,140.27	104880
NOV24 006 514 2700 7	Invoice	NATURAL GAS 5305 CARPINTERIA AVE (POOL)			
NOV24 014 914 3239 7	Invoice	NATURAL GAS 5103 CARPINTERIA AVE (FRIENDS OF THE L			
NOV24 016 913 9500 6	Invoice	NATURAL GAS 5775 CARPINTERIA AVE (CITY HALL)			
NOV24 140 914 3084 4	Invoice	NATURAL GAS 941 WALNUT AVE (VETS HALL)			
	SOLID WASTE SOLUTIONS INC		12/12/2024	1,982.75	104881
220	Invoice	NOV24 WASTEWATER PROFESSIONAL SERVICES			
	STATE WATER RESOURCES CONTROL BOARD		12/12/2024	10,920.00	104882
SW-0296720	Invoice	FACILITY 3 42M2000119 ANNUAL PERMIT			
	THE FLAG FACTORY		12/12/2024	2,599.49	104883
34347	Invoice	2024 HOLIDAY BANNERS			
	TKM ENGINEERING		12/12/2024	102.50	104884
1334	Invoice	PARKING ANALYSIS PL-24-2303			
	TRUE NORTH COMPLIANCE SERVICES INC		12/12/2024	585.00	104885
24-11-039	Invoice	NOV24 BP PLAN CHECK / INSPECTION SERVICES			
	UNDERGROUND SERVICE ALERT OF SOUTHERN C		12/12/2024	201.70	104886
1120240168	Invoice	DEC24 NEW TICKET CHARGES & DATABASE MAINTENANCE			
24-251639	Invoice	DEC24 CA STATE REGULATORY FEE			
	WAXIE SANITARY SUPPLY		12/12/2024	761.30	104887
82872767	Invoice	TRASH BAGS, BATH TISSUE, TORK TOWELS 11/19/24			
82882022	Invoice	BATH TISSUE FOR CITY HALL 11/22/24			
	WEST COAST ARBORISTS INC		12/12/2024	468.00	104888
222064	Invoice	4410 DARIESA STUMP REMOVAL 11/19/24			
	WESTAIRE HEATING & CONDITIONING INC		12/12/2024	816.74	104889
21240	Invoice	REPLACE INDUCER & BLOWER MOTOR CITY HALL 11/13/24			
	WESTERN EXTERMINATOR COMPANY		12/12/2024	91.90	104890
70004605	Invoice	NOV24 PEST CONTROL AT VETS HALL 11/4/24			
	ZWORLD GIS		12/12/2024	2,977.00	104891
2024-0276	Invoice	NOV24 MAPPING/GIS SERVICES			
	MISSIONSQUARE		12/12/2024	9,837.94	104892
INV0006649	Invoice	MISSIONSQUARE Employee Contributions			
INV0006650	Invoice	Deferred Compensation Contribution-Part Time Emp			
INV0006651	Invoice	MissionSquareEmployee Contributions			
INV0006652	Invoice	MISSIONSQUARE Employee Contributions			
	SEIU LOCAL 620		12/12/2024	235.32	104893
INV0006653	Invoice	Employee Union Dues Contribution			
	ACCESS CONTROL SECURITY INC.		12/19/2024	463.75	104894
0063159	Invoice	SECURITY: A. MONTEJANO 11/9, L. CINTURA 11/16/24			
	AFLAC		12/19/2024	179.85	104895
353598	Invoice	DECEMBER 2024 EMPLOYEE PREMIUMS			
	AMAZON CAPITAL SERVICES INC		12/19/2024	965.84	104896
14N3-GJVR-NCRV	Invoice	ZIP BOOKS-V. VAN DER KAR			
164L-QMGG-KF7D	Invoice	OVEN BAKE CLAY FOR LIBRARY			
16QN-7YQP-1Q6H	Invoice	BOOKS FOR LIBRARY			
17YK-76YG-HQPP	Invoice	ZIP BOOKS-P. MENARD			

1CVL-QT3M-K179	Invoice	BOOKSHELVES FOR AGE WELL PROGRAM			
1DNC-DG7G-KHRK	Invoice	AGEWELL CREATIVE STUDIES CLASS SUPPLIES			
1HDK-6LWQ-PYG6	Invoice	HOT GLUE GUN FOR LIBRARY			
1J96-DY3N-LKTK	Invoice	ZIP BOOKS-D. MAULHARDT			
1KQJ-J6YH-34RJ	Invoice	ZIP BOOKS-D. MAULHARDT			
1L71-T16K-9JQH	Invoice	ZIP BOOKS-J. SMART			
1TXH-T3T9-R9YQ	Invoice	ZIP BOOKS-R. HARDT-FIELD			
1W3J-Q9W1-J94V	Invoice	ZIP BOOKS-B. O'SHEA			
1WPP-GF3R-NCNF	Invoice	ZIP BOOKS-J. SMART			
1XMR-RNJN-K7NX	Invoice	PHOSPHATE CHEMICALS FOR POOL			
	AT&T MOBILITY		12/19/2024	693.97	104897
287303896883X12102024	Invoice	DEC24 CITY HALL CELL PHONES			
	BIG GREEN CLEANING COMPANY		12/19/2024	12,703.00	104898
661180	Invoice	DEC24 CONTRACTED CLEANING SERVICES			
	BROWNSTEIN HYATT FARBER SCHRECK		12/19/2024	54,569.50	104899
1011842	Invoice	PROFESSIONAL LEGAL SERVICES THROUGH 10/31/24			
1011843	Invoice	PROFESSIONAL LEGAL SERVICES THROUGH 10/31/24			
1011844	Invoice	PROFESSIONAL LEGAL SERVICES THROUGH 10/31/24			
1011845	Invoice	PROFESSIONAL LEGAL SERVICES THROUGH 10/31/24			
1011846	Invoice	PROFESSIONAL LEGAL SERVICES THROUGH 10/31/24			
	CANNON		12/19/2024	11,643.96	104900
89810	Invoice	SEP24 DESIGN SERVICE-4675 CARPINTERIA AVE			
89811	Invoice	SEP24 VIA REAL STORMWATER PROJECT			
89958	Invoice	SEP24 CARPINTERIA 2023 PLAN CHECK			
	CARPINTERIA VALLEY LUMBER CO		12/19/2024	33.75	104901
552495	Invoice	MATERIAL TO REPAIR VETS HALL RESTROOM FAUCET			
	COUNTY SANITATION COMPANY INC STEWARTS		12/19/2024	4,455.00	104902
64831	Invoice	STORM DRAIN CLEARING @ FOURTH & ASH 11/22/24			
	COX BUSINESS		12/19/2024	135.99	104903
DEC24 001 3011 028450702	Invoice	DEC24 VETS HALL INTERNET-PHONE SERVICE			
	EASY LIFT TRANSPORTATION		12/19/2024	1,000.00	104904
7567	Invoice	DEC24 COMMUNITY TRANSPORTATION SERVICES			
	EMPATHIA PACIFIC INC		12/19/2024	600.00	104905
120901	Invoice	JAN25-MAR25 EAP SERVICES			
	FILIPPIN ENGINEERING INC.		12/19/2024	36,318.25	104906
240501-08	Invoice	NOV24 2022 PAVEMENT REHABILITATION PROJECT			
	FRANCISCAN REAL ESTATE		12/19/2024	6,526.59	104907
INV0006677	Invoice	PROJECT CLOSE OUT EP-21-6840			
	FRONTIER COMMUNICATIONS		12/19/2024	490.54	104908
DEC24 805-566-1944-032923-5	Invoice	DEC24 PHONE & INTERNET-BEACH STORE			
DEC24 805-684-4314-063022-5	Invoice	DEC24 PHONE & INTERNET SERVICES FOR LIBRARY			
DEC24 805-684-7613-042205-5	Invoice	DEC24 PHONE & INTERNET FOR LG TOWER & BOATHOUSE			
	GUARDIAN		12/19/2024	8,946.48	104909
DEC24 PREMIUMS	Invoice	DEC24 PREMIUMS			
	INFOARMOR INC		12/19/2024	81.75	104910
6456Dec24	Invoice	DEC24 IDENTITY THEFT EMPLOYEE PREMIUMS			
	JOSE RIOS		12/19/2024	100.00	104911
INV0006678	Invoice	PARK DEPOSIT REFUND			
	KATHERINE SALANT		12/19/2024	120.00	104912
Q2 APR-JUN 2024	Invoice	PLANNING COMMISSION MEETINGS APR-JUN 2024			
	LAWSON PRODUCTS INC		12/19/2024	59.30	104913
9311919129	Invoice	CABLE TIES, DRILL BITS FOR PUBLIC WORKS SHOP			
	LIEBERT CASSIDY WHITMORE		12/19/2024	6,165.00	104914
277498	Invoice	PROFESSIONAL LEGAL SERVICES THROUGH 9/30/24			
279676	Invoice	PROFESSIONAL LEGAL SERVICES THROUGH 10/31/24			

	LOWE'S		12/19/2024	1,589.17	104915
NOV24 9800 338916 4	Invoice	NOV24 CARD PAYMENT			
	MAYRA CINTURA		12/19/2024	100.00	104916
INV0006680	Invoice	PARK DEPOSIT REFUND			
	MISSION UNIFORM SERVICE		12/19/2024	193.90	104917
522899301	Invoice	MAT REPLACEMENT, UNIFORM CLEANING 12/9/24			
522899302	Invoice	TOWEL & MAT REPLACEMENT CITY HALL 12/9/24			
	MRS ENVIRONMENTAL INC		12/19/2024	9,000.00	104918
600-2024-11	Invoice	NOV24 OIL & GAS ON CALL ENVIRONMENTAL SERVICES			
	NATHAN WOOD		12/19/2024	18,860.18	104919
INV0006664	Invoice	GRADING BOND RELEASE 650 CONCHA LOMA DR			
	PETER LAPIDUS CONSTRUCTION INC		12/19/2024	22,870.00	104920
3779	Invoice	2024 WINTER BERM CONSTRUCTION			
	POLICORE INC.		12/19/2024	4,154.79	104921
403427	Invoice	IT SERVICES-CITY HALL NOV24			
403430	Invoice	IT SERVICES-LIBRARY JUL24			
403433	Invoice	IT SERVICES-POOL JUL24			
	PRO WINDOW TINT		12/19/2024	215.00	104922
3832	Invoice	FROST WINDOW IN LOBBY OFFICE			
	ROADLINE PRODUCTS INC USA		12/19/2024	279.16	104923
20755	Invoice	ROAD BASE FOR STREET SIGNS			
	ROBERTO SANTANA		12/19/2024	300.00	104924
INV0006669	Invoice	VETS HALL EVENT 11/30/24 REFUND			
	ROCKWELL PRINTING		12/19/2024	65.40	104925
45636	Invoice	TRUCK NUMBERING DECALS			
	RUBBER STAMPS UNLIMITED INC		12/19/2024	89.19	104926
89678	Invoice	AP AUTHORIZATION STAMP			
	SANTA BARBARA COUNTY SHERIFFS DEPT		12/19/2024	504,287.00	104927
2373	Invoice	DEC24 CONTRACTED LAW ENFORCEMENT SERVICE			
	SHOWSCAPES		12/19/2024	22,575.00	104928
388338750	Invoice	DEC24 LANDSCAPE MAINTENANCE			
388338751	Invoice	DEC24 MONTHLY CHEMICAL CHARGE COMPLEX			
	SITEONE LANDSCAPE SUPPLY (ALL AROUND)		12/19/2024	547.36	104929
144957030-002	Invoice	10X24 BACKFLOW ENCLOSURE METAL GREEN			
145136672-001	Invoice	6 IN. ROUND BOX COVER FOR CITY HALL BACKFLOW			
	SO CA EDISON		12/19/2024	9,389.60	104930
NOV24 700474689651	Invoice	NOV24 ELECTRICITY-4683 9TH ST			
OCT24 700405192484	Invoice	OCT24 ELECTRICITY-MULTIPLE LOCATIONS			
	THE WHARF		12/19/2024	491.77	104931
327138	Invoice	JACKET & SWEATSHIRT R. AISPURO			
327139	Invoice	BOOTS, JACKET P. LOPEZ			
	TRANSAMERICA EMPLOYEE BENEFITS		12/19/2024	491.80	104932
2505570962	Invoice	DEC24 EMPLOYEE PREMIUMS			
	TWO TRUMPETS COMMUNICATIONS		12/19/2024	9,600.00	104933
1431	Invoice	NOV24 COMMUNICATIONS SERVICES			
1432	Invoice	STRATEGIC PLAN OUTREACH			
1433	Invoice	CITY WORK PLAN DESIGN			
	UNIQUE MANAGEMENT SERVICES INC		12/19/2024	65.00	104934
6133612	Invoice	NOV24 LOST LIBRARY BOOKS			
	VILLAGE POOL SUPPLY		12/19/2024	418.42	104935
50031	Invoice	CHLORINE, ACID FOR POOL 12/6/24			
	WESTERN EXTERMINATOR COMPANY		12/19/2024	91.90	104936

71203246	Invoice	DEC24 PEST CONTROL AT VETS HALL 12/2/24			
	ZOILY SURIANO HERNANDEZ		12/19/2024	100.00	104937
INV0006679	Invoice	PARK DEPOSIT REFUND			
	MISSIONSQUARE		12/26/2024	7,520.81	104938
INV0006721	Invoice	MISSIONSQUARE Employee Contributions			
INV0006722	Invoice	Deferred Compensation Contribution-Part Time Emp			
INV0006723	Invoice	MissionSquareEmployee Contributions			
INV0006724	Invoice	MISSIONSQUARE Employee Contributions			
	SEIU LOCAL 620		12/26/2024	235.32	104939
INV0006725	Invoice	Employee Union Dues Contribution			
	ALAN ALCARA		12/26/2024	100.00	104940
INV0006686	Invoice	PARK DEPOSIT REFUND			
	AMAZON CAPITAL SERVICES INC		12/26/2024	2,502.19	104941
11K1-CDTL-JJQ7	Invoice	ZIP BOOKS-R. WYCKOFF			
134D-7DT9-FTGV	Invoice	ZIP BOOKS-L. WILLIAMS			
13NR-M63C-HFHC	Invoice	BOOKS FOR LIBRARY			
13NR-M63C-VCDQ	Invoice	ZIP BOOKS-F. PARGA			
167N-DVTV-WYN1	Invoice	CRAFT SUPPLIES FOR AGE WELL PROGRAM			
174J-DP9J-YP76	Invoice	BOOKS FOR LIBRARY			
17CR-7LTP-GWMM	Invoice	BOOKS FOR LIBRARY			
17CR-7LTP-H14H	Invoice	MICROPHONE SYSTEM FOR LIBRARY			
1HFQ-Y4NF-H9GR	Invoice	GARDEN HOSE CONNECTORS FOR COMMUNITY GARDEN			
1HWC-KPX6-4VDC	Invoice	BATTERIES, CANDLES FOR LIBRARY			
1N7H-1NP7-PD9G	Invoice	ZIP BOOKS-J. ARECHIGA			
1P79-FV9R-3HVX	Invoice	ZIP BOOKS-T. BRYAN			
1QFH-XFC6-7KXP	Invoice	SUPPLIES FOR BOAT HOUSE			
1V4H-F43F-3LV4	Invoice	BOOKS FOR LIBRARY			
1WJJ-Y1XF-4X94	Invoice	PORTABLE GENERATOR FOR PUBLIC WORKS			
1XLC-1K1X-HGY6	Invoice	KEY FOBS FOR CITY HALL			
1XRW-7QHR-4H76	Invoice	BOOKS FOR LIBRARY			
	Void		12/26/2024	-	104942
	BAY ALARM		12/26/2024	186.75	104943
21895680	Invoice	SECURITY/FIRE MONITORING 1/1/25-3/31/25 POOL			
	CANNON		12/26/2024	6,793.10	104944
90387	Invoice	NOV24 DESIGN SERVICE-700 LINDEN AVE			
90388	Invoice	NOV24 DESIGN SERVICE-4675 CARPINTERIA AVE			
90572	Invoice	NOV24 2022 PAVEMENT REHABILITATION			
90584	Invoice	NOV24 VENOCO PIPELINE ABANDONMENT			
	CAROL HERNANDEZ		12/26/2024	75.00	104945
INV0006688	Invoice	PARTIAL REFUND-DOG LICENSE			
	CARPINTERIA PLUMBING CO		12/26/2024	16,349.10	104946
INV0006689	Invoice	PROJECT CLOSE OUT EP-24-7476			
	CARPINTERIA VALLEY LUMBER CO		12/26/2024	102.02	104947
553180	Invoice	MATERIALS FOR LINDEN WELCOME SIGN			
553209	Invoice	MATERIALS FOR LINDEN WELCOME SIGN			
553340	Invoice	TARP & RAKE FOR RAKING LEAVES			
	COASTAL VIEW NEWS		12/26/2024	1,116.00	104948
61918	Invoice	ABOP AD 12/12/24			
61927	Invoice	SUMMARY OF ORDINANCE AD 12/12/24			
61928	Invoice	SUMMARY OF ORDINANCE AD 12/12/24			
	COUNTY SANITATION COMPANY INC STEWARTS		12/26/2024	1,830.00	104949
65620	Invoice	HYDRO JET MAIN LINE VIOLA FIELDS 12/4/24			
65621	Invoice	HYDRO JET MAIN LINE EL CARRO 12/4/24			
65623	Invoice	HYDRO JET MAIN LINE CITY HALL 12/4/24			
	GERARDO JIMENEZ		12/26/2024	300.00	104950
INV0006701	Invoice	REFUND VETS HALL DEPOSIT			
	GUARDIAN		12/26/2024	262.52	104951
INV0006726	Invoice	OUTSTANDING BALANCE RECONCILIATION			

	HDL SOFTWARE LLC		12/26/2024	9,923.10	104952
SIN045066	Invoice	OCT24 NEW ACCOUNTS PROCESSED, RETURNS PROCESSED			
	JAYNE DIAZ		12/26/2024	790.53	104953
INV0006718	Invoice	JAN25 MEDICAL REIMBURSEMENT			
	LARRY DRIGGERS		12/26/2024	790.53	104954
INV0006719	Invoice	JAN25 MEDICAL REIMBURSEMENT			
	LINDE GAS & EQUIPMENT INC		12/26/2024	101.24	104955
46836221	Invoice	ACETYLENE FOR TORCHES			
	MARY ANN COLSON		12/26/2024	790.53	104956
INV0006720	Invoice	JAN25 MEDICAL REIMBURSEMENT			
	MGT IMPACT SOLUTIONS LLC		12/26/2024	1,160.00	104957
61509	Invoice	ANNUAL SB90 CLAIMING			
	MISSION UNIFORM SERVICE		12/26/2024	138.44	104958
522944866	Invoice	MAT REPLACEMENT, UNIFORM CLEANING 12/16/24			
	NGU DRONE PHOTOGRAPHY LLC		12/26/2024	3,140.00	104959
1020	Invoice	DRONE PHOTOGRAPHY SERVICE 12/02/24			
1021	Invoice	DRONE PHOTOGRAPHY SERVICE 12/06/24			
1022	Invoice	DRONE PHOTOGRAPHY SERVICE 12/11/24			
1023	Invoice	DRONE PHOTOGRAPHY SERVICE 12/13/24			
	OVERDRIVE INC.		12/26/2024	6,286.01	104960
01352CO24386681	Invoice	DEC24 EBOOKS/AUDIOBOOKS FOR LIBRARY			
01352CO24389639	Invoice	DEC24 EBOOKS/AUDIOBOOKS FOR LIBRARY			
01352CO24391123	Invoice	DEC24 EBOOKS/AUDIOBOOKS FOR LIBRARY			
	POLICORE INC.		12/26/2024	3,053.44	104961
403460	Invoice	IT SERVICES-LIBRARY AUG24			
403461	Invoice	IT SERVICES-LIBRARY SEP24			
403462	Invoice	IT SERVICES-POOL AUG24			
403463	Invoice	IT SERVICES-POOL SEP24			
	SANTA BARBARA COUNTY CLERK OF THE BOARD		12/26/2024	150.00	104962
INV0006711	Invoice	CEQA NOTICE OF EXEMPTION FILING FEE PL-24-2303			
INV0006712	Invoice	CEQA NOTICE OF EXEMPTION FILING FEE PL-24-2292			
INV0006713	Invoice	CEQA NOTICE OF EXEMPTION FILING FEE PL-16-1822			
	SANTA BARBARA PEST CONTROL		12/26/2024	75.00	104963
40299	Invoice	DEC24 PEST CONTROL AT CITY HALL			
	SO CA EDISON		12/26/2024	852.83	104964
DEC24 700163777874	Invoice	DEC24 ELECTRICITY-6145 CARPINTERIA AVE			
DEC24 70082747063	Invoice	DEC24 ELECTRICITY-5781 CARPINTERIA AVE PED PED			
	STAPLES ADVANTAGE		12/26/2024	467.70	104965
6019391429	Invoice	COPY PAPER, PENS, NOTE PADS, BINDER CLIPS			
	STATE WATER RESOURCES CONTROL BOARD		12/26/2024	563.00	104966
WD-0275659	Invoice	ANNUAL PERMIT FEE CARP AVE BRIDGE REPAIR			
	TORO ENTERPRISES INC		12/26/2024	1,352,153.76	104967
18361	Invoice	NOV24 2022 PAVEMENT REHABILITATION PROJECT			
18386	Invoice	NOV24 VIA REAL STORMWATER PROJECT			
	TRAFFIC TECHNOLOGIES LLC		12/26/2024	648.95	104968
49277	Invoice	12 BARRICADE SIGNS			
	TRIPEPI SMITH AND ASSOCIATES INC		12/26/2024	11,000.00	104969
13685	Invoice	MILESTONE 1 OF STRATEGIC PLANNING			
	CalPERS HEALTH		12/05/2024	53,234.82	DFT0003379
100000017742302	Invoice	DEC24 HEALTH PREMIUMS			
	CalPERS HEALTH		12/05/2024	7,896.69	DFT0003380
100000017742304	Invoice	DEC24 HEALTH PREMIUMS			
	EDD-SDI		12/12/2024	2,150.15	DFT0003387

PR25 12/12/24	Invoice	PR25 12/12/24 SDI TAX DEPOSIT			
	EDD-SIT		12/12/2024	7,841.36	DFT0003388
PR25 12/12/24	Invoice	PR25 12/12/24 PIT TAX DEPOSIT			
	INTERNAL REVENUE SERVICE		12/12/2024	23,831.45	DFT0003389
PR25 12/12/24	Invoice	PR25 12/12/24 FEDERAL TAX DEPOSIT			
	CalPERS		12/12/2024	501.46	DFT0003390
11/23/24-12/6/24 CLASSIC RETROS	Invoice	CLASSIC CONTRIBUTIONS 11/23/24-12/6/24 RETROS			
	CalPERS		12/12/2024	1,246.12	DFT0003391
11/23/24-12/6/24 PEPRA RETROS	Invoice	PEPRA CONTRIBUTIONS 11/23/24-12/6/24 RETROS			
	CalPERS		12/12/2024	13,914.49	DFT0003392
11/23/24-12/06/24 PEPRA	Invoice	PEPRA RETIREMENT CONTRIBUTIONS 11/23/24-12/6/24			
	CalPERS		12/12/2024	14,919.81	DFT0003393
11/23/24-12/06/24 CLASSIC	Invoice	CLASSIC RETIREMENT CONTRIBUTIONS 11/23/24-12/6/24			

City of Carpinteria

COUNCIL AGENDA STAFF REPORT
January 13, 2025

ITEM FOR COUNCIL CONSIDERATION

Contracts Executed by the City Manager on behalf of the City for the Period of November 5, 2024 through December 2, 2024.

STAFF RECOMMENDATION

Receive and file Report of Contracts Executed by the City Manager for the Period of November 5, 2024 through December 2, 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 $50,000 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 November 5, 2024 through December 2, 2024.

FINANCIAL CONSIDERATIONS

All contracts entered into are within the appropriated budgeted amounts.

ATTACHMENTS

A. Report of Contracts Executed by the City Manager

Staff contact:
Brian C. Barrett, City Clerk
(805) 755-4403, brianb@carpinteriaca.gov

Signature

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

Signature

ATTACHMENT A

Report of Contracts Executed by the City Manager
Period of November 5, 2024 through December 2, 2024

VENDOR	PURPOSE	AMOUNT
United States Army Corps of Engineers Los Angeles District	Nondisclosure Agreement for Feasibility Study Work Transfer of Materials which will be useful for the Living Shoreline Project	$0.00
Peter Lapidus Construction, Inc.	Construction of the 2024 Carpinteria Winter Berm	$35,400.00
Willdan Financial Services	Assessment Engineering Related Services (New ROW Assessment District, New Beach Berm Assessment District, and AB 939 Fee Increase)	$40,335.00
Waters Cardenas Land Surveying LLP	Land Surveying for 2024 Winter Berm	$6,420.00
On Track Solutions LLC	Secure Funding for the Downtown Infill Sidewalk Project and Improvements to railroad crossings at Linden Avenue and Palm Avenue to Achieve ADA Compliance	$43,174.86
VJS Biological Consulting	Biological Consultant Services	$5,000.00
United Boys & Girls Clubs of Santa Barbara County, Carpinteria Club	Community Services Support Grant for FY 2024-25	$25,000.00
ZWORLD GIS	Mapping/GIS Services for Calendar Year 2025	$35,724.00

City of Carpinteria

COUNCIL AGENDA STAFF REPORT
January 13, 2025

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 of Carpinteria serves as the trustees of the City's public funds and is authorized to make investment decisions in accordance with 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 of 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 November 30, 2024, the City held cash and cash investments as shown in Table 1 below.

Table 1

CASH ACTIVITY FOR THE MONTH:	
Cash and Investment Beginning of the Month	$ 17,466,429.69
Cash Receipts	5,102,303.60
Cash Disbursements	(4,653,314.81)
Cash and Investment End of the Month	$ 17,915,418.48

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 November 30, 2024, the portfolio's average days to maturity was 2.12 years, the average coupon rate was 2.40%, the average yield to maturity was 4.27%, the par value was $9,500,000 and the Market Value was $9,268,358.15.

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 from December 1, 2024, to June 1, 2025.

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; (805) 755-4448

Signature

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

Signature

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

Signature

ATTACHMENT A

City Treasurer's Monthly Report

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

CASH ACTIVITY FOR THE MONTH:

Cash and Investment Beginning of the Month	$ 17,466,429.69
Cash Receipts	5,102,303.60
Cash Disbursements	(4,653,314.81)
Cash and Investment End of the Month	$ 17,915,418.48

CASH AND INVESTMENT PORTFOLIO:

Type of Investment/Coupon/CUSIP #	Institution/Issuer	Yield to Maturity	Maturity Date	# Days to Maturity	Par Value	Market Value (1)	Book Value (2)
Demand Deposit - General Checking	Montecito Bank	N/A	N/A	N/A	235,056.03	235,056.03	235,056.03
Demand Deposit - Premier Public Money Market	Montecito Bank	N/A	12/1/2024	1	1,009,194.97	1,009,194.97	1,009,194.97
Demand Deposit - Section 125 Checking	Montecito Bank	N/A	N/A	N/A	7,018.39	7,018.39	7,018.39
Demand Deposit - Payroll Checking	Montecito Bank	N/A	N/A	N/A	5,000.00	5,000.00	5,000.00
Local Agency Investment Fund	State of California	0.22%	12/1/2024	1	3,292,954.22	3,292,954.22	3,292,954.22
Demand Deposit - Money Market	Charles Schwab	N/A	12/1/2024	1	4,097,836.72	4,097,836.72	4,097,836.72
Treasury Note, 1.00%, (91282CDN8)	U.S. Government	0.98%	12/15/2024	15	250,000.00	249,609.38	250,079.39
Treasury Note, 1.125%, (91282CDS7)	U.S. Government	4.09%	1/15/2025	46	250,000.00	248,945.30	237,350.47
Treasury Note, 1.125%, (912828ZC7)	U.S. Government	1.29%	2/28/2025	90	250,000.00	247,968.75	248,740.00
Treasury Note, 2.625%, (9128284F4)	U.S. Government	1.30%	3/31/2025	121	250,000.00	248,515.63	260,224.61
Treasury Note, 0.25%, (912828ZT0)	U.S. Government	1.25%	5/31/2025	182	250,000.00	244,921.88	241,660.01
Treasury Note, 0.25%, (912828ZW3)	U.S. Government	1.53%	6/30/2025	212	250,000.00	244,101.55	239,598.86
Treasury Note, 0.25%, (91282CAM3)	U.S. Government	1.32%	9/30/2025	304	250,000.00	241,601.55	240,265.00
Treasury Note, 3.0%, (9128285J5)	U.S. Government	4.09%	10/31/2025	335	250,000.00	246,914.05	242,136.63
Treasury Note, 0.375%, (91282CBC4)	U.S. Government	1.20%	12/31/2025	396	250,000.00	239,570.30	241,955.00
Treasury Note, 0.375%, (91282CBC4)	U.S. Government	1.37%	12/31/2025	396	250,000.00	239,570.30	240,365.00
Treasury Note, 3.875%, (91282CGE5)	U.S. Government	3.77%	1/1/2026	397	250,000.00	248,750.00	250,641.19
Treasury Note, 1.625%, (912828P46)	U.S. Government	1.56%	2/15/2026	442	250,000.00	242,148.43	250,595.69
Treasury Note, 0.5%, (91282CBQ3)	U.S. Government	1.28%	2/25/2026	452	250,000.00	238,515.63	242,113.19
Treasury Note, 0.75%, (91282CBT7)	U.S. Government	1.28%	3/31/2026	486	250,000.00	238,632.80	244,459.30
Treasury Note, 0.75%, (91282CCF6)	U.S. Government	1.34%	5/31/2026	547	250,000.00	237,343.75	243,702.50
Treasury Note, 0.875%, (91282CCJ8)	U.S. Government	1.35%	6/30/2026	577	250,000.00	237,187.50	244,821.96
Treasury Note, 1.625%, (91282YQ7)	U.S. Government	4.00%	10/31/2026	700	250,000.00	238,320.30	227,869.30
Treasury Note, 2%, (91282U24)	U.S. Government	4.31%	11/15/2026	715	250,000.00	239,804.68	228,317.27
Treasury Note, 1.25%, (91282CDK4)	U.S. Government	1.28%	11/30/2026	730	250,000.00	236,054.68	249,602.02
Treasury Note, 1.5%, (912828Z78)	U.S. Government	3.64%	1/31/2027	792	250,000.00	236,250.00	231,040.31
Treasury Note, 2.25%, (912828V98)	U.S. Government	4.29%	2/15/2027	807	250,000.00	239,960.93	229,819.14
Treasury Note, 2.5%, (91282CEF4)	U.S. Government	3.96%	2/16/2027	808	250,000.00	240,937.50	235,031.06
Treasury Note, 2.75%, (91282CEN7)	U.S. Government	3.71%	4/30/2027	881	250,000.00	242,031.25	241,094.62
Treasury Note, 3.25%, (91282CEW7)	U.S. Government	3.70%	6/30/2027	942	250,000.00	244,648.43	245,668.13

Treasury Note, 3.125%, (91282CFH9)	U.S. Government	4.19%	8/31/2027	1004	250,000.00	243,476.55	238,232.21
Treasury Note, 4.125%, (91282CFU0)	U.S. Government	4.02%	10/31/2027	1065	250,000.00	250,078.13	250,962.10
Treasury Note, 2.25%, (9128283F5)	U.S. Government	4.01%	11/15/2027	1080	250,000.00	237,031.25	232,267.50
Treasury Note, 3.875%, (91282CGC9)	U.S. Government	4.01%	12/31/2027	1126	250,000.00	248,242.18	248,750.00
Treasury Note, 4%, (91282CGPO)	U.S. Government	3.99%	2/29/2028	1186	250,000.00	249,023.43	249,990.24
Treasury Note, 3.625%, (91282CGT2)	U.S. Government	4.15%	2/29/2028	1186	250,000.00	246,171.88	244,990.00
Treasury Note, 4%, (91282CHK0)	U.S. Government	4.14%	3/31/2028	1217	250,000.00	249,062.50	248,593.75
Treasury Note, 4.125%, (91282CHQ7)	U.S. Government	4.13%	7/31/2028	1339	250,000.00	250,000.00	249,920.00
Treasury Note, 4.375%, (91282CHX2)	U.S. Government	4.23%	8/31/2028	1370	250,000.00	252,109.38	251,445.00
Treasury Note, 4.625%, (91282CJA0)	U.S. Government	4.52%	9/30/2028	1400	250,000.00	254,414.05	251,015.00
Treasury Note, 4.875%, (91282CJF9)	U.S. Government	4.51%	10/31/2028	1431	250,000.00	256,718.75	253,583.99
Treasury Note, 4.375%, (91282CJN2)	U.S. Government	4.20%	11/30/2028	1461	250,000.00	252,343.75	251,775.00
Treasury Note, 3.75%, (91282CJR3)	U.S. Government	4.50%	12/31/2028	1492	250,000.00	246,562.50	242,177.50
Treasury Note, 4.25%, (91282CKD2)	U.S. Government	4.48%	2/28/2029	1551	250,000.00	251,328.13	247,505.21
					18,147,060.33	**17,945,927.38**	**17,915,418.48**

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

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

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

Based upon currently budgeted revenues and expenditures, the City currently has sufficient liquid financial resources to meet anticipated expenditures during the period 12/01/24 through 6/01/25.

WEIGHTED AVERAGE MATURITY OF PORTFOLIO

As of November 30, 2024 the weighted average days to maturity of the City's investment portfolio is 2.12 years.

FOOTNOTES TO REPORT/DEFINITION OF TERMS:

(1) The market value of U.S. Goverment 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

COUNCIL AGENDA STAFF REPORT
January 13, 2025

ITEM FOR COUNCIL CONSIDERATION

First Amendment to the Agreement with Big Green Cleaning Company for Janitorial Services.

STAFF RECOMMENDATION

Authorize the City Manager to execute the First Amendment to the Agreement with Big Green Cleaning Company for janitorial services.

Motion: I move to authorize the City Manager to execute the First Amendment to the Agreement with Big Green Cleaning Company for janitorial services.

(This motion requires a roll call vote.)

BACKGROUND

On December 9, 2019, the City Council authorized the then-City Manager to execute an Agreement with Big Green Cleaning Company (Big Green) for janitorial services. The Agreement is set to expire on December 31, 2024. Pursuant to the Agreement, there is an option for the City to extend the Agreement for three 1-year periods.

The purpose of this agenda matter is for the City Council to execute the First Amendment to the Agreement with Big Green Cleaning Company for janitorial services.

DISCUSSION

The First Amendment, as shown in Attachment A, proposes to extend the Agreement for one (1) year. Big Green currently performs janitorial services for the City facilities as listed in Table 1 below.

Table 1: List of Big Green Services

City Facility	Service per Week	Monthly Fee CY 2024	Monthly Fee CY 2025	Funding Source
Ash Ave. Public Restroom	1	$973	$1,029	Tidelands Trust Fund
Fifth St. Public Restroom	2	$1,944	$2,058	ROW Assessment District Fund
Ninth St. Public Restroom	1	$463	$1,029	ROW Assessment District Fund
El Carro Park Large Public Restroom	4	$553	$585	Park Maintenance Fund
El Carro Park Small Public Restroom	4	$553	$585	Park Maintenance Fund
Viola Fields Public Restroom	4	$553	$585	Park Maintenance Fund
Monte Vista Park Public Restroom	4	$553	$585	Park Maintenance Fund
Skate Park Public Restroom	5	$693	$733	Park Maintenance Fund
Community Garden Restroom	1	$139	$147	Recreation Services Fund
Seaside Building	1	$275	$291	Recreation Services Fund
City Hall	3	$2,116	$2,239	General Fund
Veterans Memorial Building	4	$1,232	$1,303	Recreation Services Fund
Community Pool (Interior Spaces)	3	$1,476	$1,562	Recreation Services Fund
Library	3	$670	$709	Recreation Services Fund

As shown above and in Exhibit A of Attachment A, the monthly fee, which typically is an annual escalation, will increase roughly 5 percent for Calander year 2025. The services for the listed City facilities remain unchanged.

POLICY CONSISTENCY

The recommendation is consistent with Carpinteria Municipal Code Chapter 3.32.

FINANCIAL CONSIDERATIONS

No Additional Funding Requested. There is sufficient budget included in FY 2024/25.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

The recommendation is consistent with the terms of the Agreement.

OPTIONS

The City Council could choose to:

1. Authorize the City Manager to execute the First Amendment to the Agreement with Big Green Cleaning Company for Janitorial Services. (Staff recommendation)

2. The City Council could choose to not approve the recommendation and direct staff as determined appropriate.

PRINCIPAL PARTIES EXPECTED AT MEETING

Big Green Cleaning Company

ATTACHMENTS

Attachment A: First Amendment
Attachment B: Original Agreement

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

Signature

Reviewed by:
John L. Ilasin, Public Works Director
(805) 880-3402; johni@carpinteriaca.gov

Signature

Reviewed by:
Licette Maldonado, Administrative Services Director
(805) 755-4448; licettem@carpinteriaca.gov

Signature

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

Signature

ATTACHMENT A

First Amendment

CITY OF CARPINTERIA

FIRST AMENDMENT TO AGREEMENT FOR JANITORIAL SERVICES

This First Amendment ("Amendment") is effective the 1st day of January, 2025 to an agreement for janitorial services between the City of Carpinteria ("City") and Big Green Cleaning Company ("Contractor") dated the 1st day of January, 2020.

The Agreement between City and Contractor currently provides under Section 3 (Term), the ability for the City to extend the Agreement on the same terms for three (3) additional one (1) year periods, at the City's option; and

The City exercises its option to extend the Agreement by one (1) additional year until December 31st, 2025 ("Option Period"); and

The Contractor agrees to complete Basic Work consistent with Section 1.1 (Basic Work) and complete said basic work during the Option Period; and

The City and Contractor agree that except as expressly modified by this Amendment in the attached Exhibit A, all other provisions, terms and conditions of the Agreement remain unchanged and in full force and effect; and

The City Manager, on this ___ day of January, 2025, approves this Amendment and authorizes this Amendment to be effective January 1st, 2025.

Now therefore the City and Contractor agree as follows that Agreement be, and hereby is, amended consistent with the foregoing.

IN WITNESS WHEREOF, the parties have executed this Agreement at the place and as of the date first written above.

"CITY"
City of Carpinteria

By:_____
Michael Ramirez, City Manager

"CONTRACTOR"
Big Green Cleaning Company

By:_____
Allen Williams, CEO

ATTEST:
City of Carpinteria

By:_____
Brian C. Barrett, CMC, CPMC City Clerk

EXHIBIT A

Big Green Cleaning Company
5551 Ekwill Street
Santa Barbara, CA 93111
Phone: 805-692-1000
Fax: 805-967-3915
www.BigGreenClean.com

November 26, 2024

Stephon Downes
Tiffany Smith
City of Carpinteria
5775 Carpinteria Avenue
Carpinteria, CA 93013

Dear Stephon and Tiffany:

For further detail on the contract extension letter that we sent yesterday we present the chart below. By location this chart shows the current 2024 monthly fee, the 2025 monthly fee and the days each week that the facilities are serviced.

Location	2024 Monthly Fee	2025 Monthly Fee	Days of Service
Monte Vista Park	$ 553.00	$ 585.00	Mon, Wed, Fri., Sat.
Viola Fields	$ 553.00	$ 585.00	Mon, Wed, Fri., Sat.
The Community Garden	$ 139.00	$ 147.00	Mondays
El Carro Park [Large]	$ 553.00	$ 585.00	Mon, Wed, Fri., Sat.
El Carro Park [Small]	$ 553.00	$ 585.00	Mon, Wed, Fri., Sat.
Ash Street	$ 973.00	$ 1,029.00	1x per day, 7 days per week
5th Street	$ 1,944.00	$ 2,058.00	2x per day, 7 days per week
9th Street	$ 973.00	$ 1,029.00	1x per day, 7 days per week
Community Pool	$ 1,476.00	$ 1,562.00	Monday, Weds, Friday
Seaside Park	$ 275.00	$ 291.00	Friday
Veterans Hall	$ 1,232.00	$ 1,303.00	Mon, Tues., Thurs., Sat.
City Hall	$ 2,116.00	$ 2,239.00	Monday, Weds., Friday
Library	$ 670.00	$ 709.00	Tues., Thurs., Saturday
Skate Park	$ 693.00	$ 733.00	Mon, Wed, Fri., Sat., Sun.
Totals	**$12,703.00**	**$13,440.00**	

Please give me a call if you have any comments or questions. We are here to serve you and care for your facilities. Thank you for choosing ***Big Green Cleaning Company***.

Sincerely,

Allen Williams

Allen Williams
AW/tbh

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ATTACHMENT B

Original Agreement

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2019-098

AGREEMENT FOR CONSULTANT SERVICES

Janitorial Services Agreement

THIS AGREEMENT FOR CONSULTANT SERVICES ("**Agreement**") is made and effective as of the 1st day of January , 2020 by and between the City of Carpinteria, a municipal corporation ("**City**"), and Big Green Cleaning Company (**"Consultant**") (collectively, the "**Parties**") at Carpinteria, California, with reference to the following facts:

A. City has determined that it is necessary and appropriate to engage a design professional to carry out the services described herein; and

B. Consultant has represented itself as being fully qualified and available to perform the consultant services necessary to complete the work in a timely manner; and

C. City desires to contract with Consultant and Consultant is willing to perform the consultant services, subject to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth herein, the sufficiency of which is hereby acknowledged, the parties agree as follows:

1. **SERVICES.**

1.1 **Basic Services**. City hereby retains Consultant to perform the services described and set forth in the attached Exhibit A ("**Basic Services**"), which is incorporated by this reference as though set forth in full. Consultant hereby agrees to perform said services within the designated time frames and accepts this retention. Consultant shall complete the Basic Services according to a schedule of performance which is also set forth in Exhibit A. The Parties agree and acknowledge that time is of the essence in performance of this Agreement.

1.2 **Additional Services**. In addition to the Basic Services, City may elect to have Consultant perform additional services that are beyond the current scope of the Basic Services, but within the expertise of Consultant ("**Additional Services**"). Such Additional Services shall be mutually agreed to in advance and specified in a writing, which shall also specify the basis for the Consultant's fee for such additional services. Basic Services and Additional Services are referenced collectively as "**Services.**"

2. **PERFORMANCE.**

2.1 **Standard of Performance**. Consultant shall faithfully, competently and diligently perform the obligations and responsibilities required by this Agreement, applying best management practices and the same standards of care utilized by persons commonly engaged in providing similar services as are required of Consultant hereunder in meeting its obligations under this Agreement. Consultant shall not engage the assistance of subcontractors for performance of the Services unless previously agreed to in writing by the City.

2.2 **Labor and Materials**. Consultant shall furnish, at its own expense, all labor, materials, equipment, tools, transportation and services necessary for the successful completion of the Services. Consultant shall give its attention and supervision to the fulfillment of the provisions of this Agreement by its employees and subcontractors and shall be responsible for the timely performance of the Services required by this Agreement.

2.3 **Review of Service**. Consultant shall furnish City with reasonable opportunities from time to time to ascertain whether the Services of Consultant are being performed in accordance with this Agreement. All work done and materials furnished shall be subject to final review and approval by City; Consultant is not providing final approval or review, which is solely City's function and role. City review and approval of such work and Services shall not, however, relieve Consultant of any of its obligations under this Agreement.

2.4 **Contract Administration**. The City Manager or his/her designee shall represent the City in all matters relating to the administration of this Agreement. The City Manager or his/her designee shall have the authority to act on the City's behalf to review and approve all products submitted by Consultant and may execute all necessary documents to authorize Consultant to perform Additional Services as provided for herein.

2.5 **Representations and Warranties.** Consultant represents and warrants to City that: (i) its fulfillment of its obligations and, as applicable, performance the Services under this Agreement, will not violate any applicable or breach any contracts with third parties and (ii) it has the right, power and authority to fulfill its obligations, and, as applicable perform the Services, and enter into this Agreement; (iii) the Services contemplated hereunder will be performed by adequately trained, competent personnel, in a professional manner, with such personnel having the requisite skill and expertise necessary to perform and complete the Services in accordance with industry standards and in accordance with the terms and conditions of this Agreement; and (iv) the Services and all deliverables provided hereunder will conform to the specifications agreed-to by the parties.

3. **TERM**. This Agreement shall be effective as of the date first above written and shall continue until all Services to be provided by Consultant are completed to the satisfaction of the City, but in no event later than the 31st day of December, 2024; unless terminated earlier pursuant to the provisions of this Agreement. The City has the option to extend this Agreement on the same terms for three (3) additional one (1) year periods. The City shall not be required to provide "cause" or any reason whatsoever should it elect not to renew. The contract term and all extensions thereto shall not exceed a total of eight (8) years.

4. **COMPENSATION.**

4.1 **Basic Services**. For Basic Services, City shall pay Consultant on a time and materials basis, not to exceed amount of Four Hundred Thirty Two Thousand Five Hundred Forty Dollars ($432,540.00) as full compensation for all labor, materials, equipment, tools, transportation, and Services. This compensation shall be paid in accordance with the payment rates and schedule as set forth in Exhibit B, attached hereto and incorporated herein by this reference as though set forth in full, based on the actual time spent on the tasks and the actual price of the necessary materials.

4.2 **Additional Services**. Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement which are in addition to the Basic Services, unless such Additional Services are authorized in advance and in writing in the method provided for herein. Consultant will submit fee estimates for such Additional Services upon request of City.

4.3 **Invoices**. Each and every payment by City shall be subject to City's receipt of an invoice outlining the items for which payment is requested. Payment to Consultant as to any undisputed fees shall be made, after verification of Consultant's performance, within 30 (thirty) days of receipt of invoice. If City disputes any of Consultant's fees, it shall give written notice to Consultant within 30 (thirty) days of receipt of an invoice of such disputed fees.

4.4 **Withholding**. City reserves the right to withhold future payment to Consultant if any aspect of the Consultant's work is found to be substantially inadequate. City shall notify Consultant in writing of deficiencies believed to be substantially inadequate within thirty (30) days after receipt of product.

4.5 **Taxes/Insurance/Licenses**. Consultant shall be solely responsible for the payment of any federal, state, or local income tax, social security tax, workers' compensation insurance, state disability insurance, and any other taxes or insurance which Consultant is responsible for paying as an independent contractor under federal, state or local law. At all times during the term of this Agreement, Consultant and any approved subcontractors performing Services under this Agreement shall have in full force and effect all licenses necessary for the performance of Services hereunder, including without limitation, business licensing from City, all at the sole cost of Consultant.

5. **RECORDS**.

5.1 **Financial Records**. Consultant shall maintain complete and accurate records with respect to sales, costs, expenses, receipts and other such information required by City that relate to the performance of Services under this Agreement. Consultant shall also maintain adequate records of Services provided in sufficient detail to permit an evaluation of Services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible.

5.2 **Access to Records**. Consultant shall provide free access to the representatives of City or its designees at reasonable times to books and records as set forth in section 5.1; shall give City the right to examine and audit said books and records; shall permit City to make transcripts therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of four (4) years after receipt of final payment.

5.3 **Original Records**. Upon completion of, or in the event of termination or suspension of this Agreement, all completed and incomplete original agreements, data, documents, designs, drawings, exhibits, maps, models, computer files, reports, studies, surveys, notes,

and other work, materials or documents prepared or used to prepare Consultant's work product in the course of providing the Services pursuant to this Agreement ("**Consultant Work Product**") shall become the sole property of City once the Consultant has received payment. City may duplicate, disclose, disseminate, use, reuse or otherwise dispose of Consultant Work Product in whole or in part in any manner it deems appropriate, without the permission of Consultant. With respect to computer files, Consultant shall make available to the City, at Consultant's office and upon reasonable written request by City, the necessary computer software and hardware for purposes of accessing, compiling, transferring and printing computer files. Consultant may retain copies of such Consultant Work Product as a part of its record of professional activity.

6. **TERMINATION.**

6.1 **Termination Without Cause**. This Agreement may be terminated by either party for any reason upon ten (10) days prior written notice by the terminating party to the other party. In the event of a termination, the date of termination shall be deemed to be the first business day occurring after the expiration of the notice period. Upon receipt of said notice, Consultant shall immediately cease all work under this Agreement, unless the notice provides otherwise.

6.2 **Termination With Cause**. Either party may terminate this Agreement with cause, effective immediately upon written notice of such termination to the other party and failure of the breaching party to correct within five (5) days of receiving such notice, based upon the occurrence of any of the following events:

- Material breach of this Agreement;
- Cessation of Consultant to be licensed, as required;
- Failure to substantially comply with any applicable federal, state or local law or regulation;
- Filing by or against Consultant of any petition under any law for the relief of debtors; and,
- Filing of a criminal complaint against Consultant for any crime, other than minor traffic offenses.

6.3 **Performance Upon Termination**. In the event this Agreement is terminated pursuant to this Section, City shall pay Consultant for the outstanding balance owed for work performed up to the time of termination. Upon termination of the Agreement, Consultant shall submit an invoice to City as provided for herein and shall submit to the City all of its files for any billable or non-billable matters in which the Consultant is involved under the scope of this Agreement.

6.4 **Termination Upon Mutual Consent**. This agreement may also be terminated by mutual consent of the parties and in accordance with the terms and conditions of any plan of termination established by the parties. In the event of a termination by mutual consent, the date of termination shall be such date as is agreed upon by the parties. The parties may agree to suspend or terminate a portion of this Agreement and such suspension or termination shall not make void or invalidate the remainder of this Agreement.

7. **DISPUTE RESOLUTION.** Except as explicitly provided in Exhibit E relating to claims by Consultant, if any dispute, claim or disagreement shall arise relative to the interpretation or enforcement of this Agreement, the parties shall use commercially reasonable efforts to settle the dispute, claim or disagreement. To this end, they shall consult and negotiate with each other in good faith and, recognizing their mutual interests, attempt to reach a just and equitable solution satisfactory to both parties. If they do not reach such a solution within a period of thirty (30) days, then, upon notice by either party to the other, the dispute, claim or disagreement shall be submitted to final, binding arbitration administered by the American Arbitration Association in accordance with its Commercial Arbitration Rules. The arbitrator shall have the authority to assess arbitration costs and expenses against either or both parties. The decision in the arbitration shall be binding on all parties, and judgment on any arbitration award may be entered in any court of competent jurisdiction.

8. **INSURANCE**. Consultant shall maintain prior to the beginning of and for the duration of this Agreement insurance coverage as specified in the attached Exhibit C, which is incorporated by this reference as though set forth in full.

9. **INDEMNIFICATION**. To the fullest extent permitted by law, Consultant shall indemnify, defend and hold harmless City and any of its officials, employees and agents ("Indemnified Parties") from and against any Claims, where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Consultant or by any individual or entity for whom Consultant is legally liable, including but not limited to, officers, agents, employees, subcontractors or consultants of Consultant.

10. **RELEASE OF INFORMATION.**

10.1 **Confidentiality**. All information gained by Consultant in performance of this Agreement shall be considered confidential and shall not be released except to the City, directly or indirectly, by Consultant without City's prior written authorization. Consultant, its officers, employees, subcontractors or sub-consultants shall not voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the Services performed under this Agreement unless requested by the City Attorney or authorized in writing by the City Manager. Response to a subpoena or court order shall not be considered "voluntary" provided that Consultant shall give City prompt written notice of any such court order or subpoena. The provisions of this Paragraph shall survive the termination of this Agreement.

10.2 **Notice and Cooperation**. Consultant shall promptly notify the City Manager and City Attorney in writing if Consultant, its officers, employees, agents, subcontractors or subconsultants are served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any person or party related to this Agreement and/or Consultant's related Services. City has no obligation to, but may exercise discretion to represent Consultant and/or be present at any deposition, hearing or similar proceeding. Consultant agrees to cooperate fully with City and to provide the City an opportunity to review any response to discovery requests provided by Consultant. However, City's right to review any such response does not grant or imply a right of City to control, direct, dictate or rewrite said response.

11. **RELATIONSHIP TO CITY.**

11.1 **Independent Contractor**. Consultant is and shall at all times remain as to the City a wholly independent contractor. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither City nor any of its officers, employees or agents shall have control over the conduct of Consultant or any of Consultant's officers, employees or agents, except as set forth in this Agreement. Consultant shall not at any time or in any manner represent that it or any of its officers, employees or agents are in any manner officers, employees or agents of City. Consultant shall not incur or have the power to incur any debt, obligation or liability whatever against City, or bind City in any manner.

11.2 **No Employee Privileges**. No City employee benefits shall be available to Consultant in connection with the performance of this Agreement. Except for the fees paid to Consultant as provided in the Agreement, City shall not pay salaries, wages or other compensation to Consultant for performing Services hereunder for City. City shall not be liable for compensation or indemnification to Consultant for injury or sickness arising out of performing Services hereunder.

11.3 **Consultant Duty to City.** Consultant understands and agrees that its responsibility to provide complete and accurate Services is owed solely to City and that its accountability under this contract shall likewise be solely to City and not to any City applicants or any other third person or entity.

11.4 **Interest of Consultant**. Consultant represents and warrants to City that it presently has no interests, and covenants that it shall not acquire any interests, direct or indirect, financial or otherwise, which would conflict with the performance of the services to be provided by Consultant under this Agreement. Consultant further covenants that, in the performance of this Agreement, no subcontractor or employee having such an interest shall be employed by Consultant. Consultant certifies that no one who has or will have any financial interest under this Agreement is: (a) an officer or employee of City, or (b). an officer or employee of the applicant and any of its consultants. Consultant agrees to comply with any applicable conflict of interest code.

11.5 **Undue Influence**. Consultant declares and warrants that no undue influence or pressure is used against or in concert with any officer or employee of City in connection with the award, terms or implementation of this Agreement, including any method of coercion, confidential financial arrangement or financial inducement. No officer or employee of City will receive compensation, directly or indirectly, from Consultant or any officer, employee or agent of Consultant, in connection with the award of this Agreement or any work to be conducted as a result of this Agreement. Violation of this Section shall be a material breach of this Agreement entitling City to any and all remedies at law or in equity.

11.6 **Third Party Beneficiaries.** This Agreement is entered into solely for the benefit of the City and the Consultant and will not confer any rights upon any person not expressly a party to this Agreement.

12. **GENERAL PROVISIONS.**

12.1 **Assignment of Rights.** Contractor agrees to assign City all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act or under the Cartwright Act arising from purchases of goods, services, or materials pursuant to this Agreement.

12.2 **Further Assurances**. City and Consultant each agree to cooperate with one another, to use their best efforts, to act in good faith, and to promptly perform such acts and execute such documents or instruments as are reasonably necessary and proper to consummate the transactions contemplated by this Agreement.

12.3 **Notices**. All notices, requests, demands and other communications under this Agreement shall be in writing and shall be deemed to have been duly given on the date of service if personally served or on the second day after mailing if mailed by first-class mail, registered or certified, return receipt requested, postage prepaid and properly addressed as follows:

To City:
Dave Durflinger, City Manager
City of Carpinteria
5775 Carpinteria Avenue
Carpinteria, CA 93013-2698
P: (805) 684-5405
F: (805) 684-5304

To Consultant:
Allen Williams, President
Big Green Cleaning Company
4860 Calle Real
Santa Barbara, CA 93111
P:(805) 692-1000
F:(805) 967-3915

Any party may change their address for the purpose of this paragraph by giving the other party written notice of the new address in the above manner.

12.4 **Legal Responsibilities**. Consultant shall keep itself informed of state, federal and laws and regulations which in any manner affect those employed by it or in any way affect the performance of its Service pursuant to this Agreement. The Consultant shall reasonably observe and comply with such laws and regulations. The City and its officers and employees shall not be liable at law or in equity occasioned by failure of the Consultant to comply with this Section.

12.5 **Licenses**. At all times during the term of this Agreement, Consultant shall have in full force and effect, all licenses required by law for the performance of services described in this Agreement.

12.6 **Labor Conditions**. City is a public entity in the state of California, and therefore, City and Consultant are subject to the provisions of the Government Code and the Labor Code of the state of California. All provisions of law applicable to public contracts and/or this Agreement are incorporated herein by this reference and are made a part of this Agreement to the same extent as if they were fully stated in the Agreement and shall be complied with by Consultant.

12.7 **Labor Requirements**. Consultant shall abide by all federal and California laws and regulations regarding wages, including, without limitation, the Fair Labor Standards Act and the California Labor Code, which, in part, mandate that 8 hours' labor constitutes a legal days' work, and require Consultant to pay the general prevailing wage rates. The California statutory provisions for penalties for failure to pay prevailing wages will be enforced and the statutory provisions for penalties for failure to comply with California's wage and hour laws will be enforced. In addition, Consultant is required to comply with the statutory requirements relating to employment of apprentices. Consultant also must secure the payment of workers' compensation to its employees as provided by California law. Consult acknowledges its obligation to secure payment of Workers' Compensation before beginning work as set forth in the attached Exhibit D ("Acknowledgement of Workers' Compensation Obligation") which is incorporated by this reference as through set forth in full. Additionally, Consultant is required to comply with all statutory requirements relating to certified payroll records, including the maintenance of the records, their certification, and their availability for inspection.

12.8 **Discrimination**. No person shall be excluded from employment in the performance of this Agreement on the grounds of race, creed, color, sex, age, marital status, sexual orientation or place of national origin. Consultant shall comply with all local, state, and federal laws relating to equal employment opportunity rights.

12.9 **Assignment**. Consultant shall not assign the performance of this Agreement, nor any part thereof, nor any monies due hereunder, without prior written consent of City, which shall have the sole discretion to consent to any proposed assignment. Because of the personal nature of the Services to be rendered pursuant to this Agreement, only Consultant shall perform the services described in this Agreement.

12.10 **Waiver**. No waiver of a provision of this Agreement shall constitute a waiver of any other provision, whether or not similar. No waiver shall constitute a continuing waiver. No waiver shall be binding unless executed in writing by the party making the waiver.

12.11 **Force Majeure**. Neither Consultant nor City shall be liable for any delays resulting from circumstances or causes beyond its reasonable control, including, without limitation, fire or other casualty, act of God, strike or labor dispute, war or other violence, or any law, order or requirement of any governmental agency or authority.

12.12 **Construction of Terms**. All parts of this Agreement shall in all cases be construed according to their plain meaning and shall not be construed in favor or against either of the parties. If any term, provision, covenant or condition of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, in whole or in part, the remainder of this Agreement shall remain in full force and effect and shall not be affected, impaired or invalidated thereby. In the event of any provision shall be adjudged invalid, void or unenforceable, the parties hereto agree to enter into a supplemental agreement to effectuate the intent of the parties and the purposes of this Agreement.

12.13 **Controlling Law**. The City and Consultant understand and agree that the laws of the State of California shall govern the rights, obligations, duties and liabilities of the parties to this

Agreement and also govern the interpretation of this Agreement, with venue proper only in the County of Santa Barbara, State of California.

12.14 **Authorization**. All officers and individuals executing this and other documents on behalf of the respective parties hereby certify and warrant that they have the capacity and have been duly authorized to execute said documents on behalf of the entities indicated.

12.15 **Entire Agreement**. This Agreement, along with its attached exhibits, which are incorporated herein by this reference, constitutes the entire Agreement between the parties and supersedes all prior and contemporaneous agreements, representations and understandings of the parties. This Agreement may be altered, amended or modified only by a supplemental writing executed by the parties to this Agreement and by no other means. Each party waives any future right to claim, contest, or assert that this Agreement was modified, canceled, superseded, or changed by any oral agreement, course of conduct, waiver or estoppel.

12.16 **Counterparts**. This Agreement may be executed in counterparts, each of which shall remain in full force and effect as to each party.

12.17 **Severability.** In the event that any term or provision of this Agreement shall be held to be invalid, void or unenforceable, then the remainder of this Agreement shall not be affected, impaired or invalidated, and each such term and provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

IN WITNESS WHEREOF, the parties have executed this Agreement at the place and as of the date first written above.

"CITY"
City of Carpinteria

By:_____
David Durflinger, City Manager

"CONSULTANT"
Big Green Cleaning Company

By:_____
Allen Williams, President

APPROVED AS TO FORM:
City of Carpinteria

By:_____ for
Peter N. Brown, on behalf of
Brownstein Hyatt Farber Schreck, LLP
Acting as City Attorney of the City of Carpinteria

EXHIBIT A

TASKS TO BE PERFORMED

Big Green Cleaning Company
4860 Calle Real
Santa Barbara, CA 93111
Phone: 805-692-1000
Fax: 805-967-3915
www.BigGreenClean.com

November 21, 2019

John Ilasin
Brian Barrett
City of Carpinteria
4180 Via Real, Suite B
Carpinteria, CA 93013

Dear John and Barrett:

We at ***Big Green Cleaning Company*** are proud to clean for the City of Carpinteria and appreciate that we have been chosen to continuing working with the City to help meet all of your cleaning needs. The following is our proposal for services at the following locations:

- Eight sets of Public Restrooms in the City Parks
- Temporary City Hall
- A portion of the permanent City Hall
- Veteran's Building
- Seaside facility
- Community Pool

The duties to be performed at each are outlined in the enclosed Task Schedule. The frequency of service for each location are itemized on the Price List. The increase in California's minimum wage effective January 2020 will have a direct compression effect on the wages of our staff. We will have a fee adjustment January 1, 2020 of just enough to cover the costs of the increased wages that our staff will receive. Therefore, the Price List page has separate fee quotes for December 2019 and the new 2020 calendar year fee.

Also included is a Price List for "consumable" products such as paper towels, trash liners and hand soap. ***Big Green Cleaning Company*** will of course provide all of the chemicals, supplies and equipment required for cleaning at no extra charge.

Big Green Cleaning Company is a "full service" cleaning company providing professional cleaning for all phases of your facilities. We have extensive experience in hard floors, window washing, carpet and upholstery cleaning. Additionally, we are on-call 24/7 to handle unusual situations including graffiti, bio-hazard or bloodborne pathogen clean-ups, homeless individual's nuisance cleanings or complete homeless encampment removal. We are always happy to provide a no obligation estimate or simply to offer technical advice.

Thank you for choosing ***Big Green Cleaning Company***.

Sincerely,

Allen Williams
Allen Williams
AW/tbh

BigGreen
Cleaning Company

Task Schedule

Areas to be serviced:
8 Sets of Public Restrooms
Temporary City Hall
Portion of Permanent City Hall
Veteran's Building
Seaside facility
Community Pool [interior spaces]

City of Carpinteria
4180 Via Real, Suite B
Carpinteria, CA 93013
Contacts: John Ilasin
Brian Barrett
November 21, 2019

General, Private offices, Lobbies and Lounge:

Each Service:

1. Empty and spot clean trash receptacles.
2. Empty recycle containers and place contents in the correct dumpster.
3. Dust all furniture including desks, chairs and tables.
4. Dust all exposed filing cabinets, bookcases and shelves.
5. Clean and sanitize all drinking fountains.
6. Low dust all horizontal surfaces to hand height (70") including sills, ledges, moldings, shelves, picture frames, ducts, radiators, etc.
7. Spot clean desktops.
8. Spot clean all door and partition glass.
9. Dust mop resilient and hard floors in the traffic lanes only.
10. Vacuum all carpeting in the traffic lanes only.
11. Spot clean spills and stains on carpeted and resilient floors.
12. Spot clean furniture.

Weekly:

1. High dust and low dust all horizontal surfaces, including shelves, moldings and ledges.
2. Remove dust and cobwebs from ceiling areas.
3. Damp mop resilient and hard floors in their entirety.
4. Vacuum carpeted floors in their entirety.

Monthly:

1. Dust/clean Venetian blinds.
2. Vacuum furniture.

BigGreen
Cleaning Company

Washrooms:

Each Service:

1. Clean, sanitize and polish all vitreous fixtures including toilet bowls, urinals and hand basins.
2. Clean and sanitize the showers.
3. Clean all glass and mirrors.
4. Empty all containers and disposals, insert liners as required, spot clean and sanitize the containers.
5. Empty and sanitize the interior of sanitary containers.
6. Spot clean all walls, doors and partitions.
7. Refill all dispensers to normal limits – napkins, soap, tissue, towels, liners, and seat holders. Supplies to be furnished by ***Big Green Cleaning Company*** and billed as an extra cost.
8. Low dust all horizontal surfaces below 36" including sills, moldings, ledges, shelves, frames, ducts and heating outlets.
9. Sweep, damp mop, and sanitize hard floor.

Weekly:

1. High dust above hand height all horizontal surfaces including shelves, ledges and moldings.

Eating Areas:

Each Service:

1. Damp clean and sanitize tabletops, seats and backs of chairs.
2. Clean, polish and refill all dispensers.
3. Empty all containers and disposals. Spot clean exterior and interior of all containers.
4. Clean and sanitize drinking fountain.
5. Spot clean doors, frames, lights switches, kick and push plates, handles, walls and interior glass.
6. Clean the front of all cabinets and drawers.
7. Dust mop resilient and hard floors.
8. Damp mop resilient and hard floors.
9. Vacuum carpet floors in their entirety.
10. Clean the microwave oven inside and out.
11. Clean and polish the sink and counters.

Weekly:

1. Damp clean the pedestals or legs of tables and chairs.
2. Low dust (below 36") and high dust (above 72") all horizontal surfaces.

BigGreen
Cleaning Company

Quality and Safety Control:

Each Service:

1. Notify building contact of any irregularities [i.e. defective plumbing, unlocked doors, lights left on, inventory requirements, restroom supplies].
2. Turn off all lights except those specified to be left on.
3. Close all windows and lock all doors.
4. Review and respond to all email communications within 2 hours, 24/7/365.

Semi Monthly:

1. Customer service visit.

Semi annually:

1. Formal customer review.

BigGreen
Cleaning Company

Advantages in Using Big Green Cleaning Company

- Reputation for quality service.
- Locally owned and operated.
- Worldwide network of resources.
- Insured in excess of what is normally available to our competitors.
- 24-hour emergency service.
- Computerized check-in system with caller I.D. insures security and quality.
- On-line communication via our MasterMind website including inspections and task schedules.
- Exclusive product line insures consistency and reliability.
- Layered supervision to insure quality.
- Highly trained management team.
- Performance guaranteed.
- Bloodborne pathogen, OSHA compliance and SB198 certified.
- Material Safety Data Sheets for all chemicals.
- Written and documented inspections.
- Direct line to technicians and specialists at BSCAI for technical support.
- Written estimates and guaranteed fees.
- All phone calls answered by a live person in no more than three rings.
- Manager on customer site in less than 30 minutes on any emergency call.
- Documented employee training through video, checklists, workshops and written tests.
- Uniformed and picture I.D. badges on all employees.
- Largest local contractor for cleaning services.

Big Green Cleaning Company
4860 Calle Real
Santa Barbara, CA 93111
Phone: 805-692-1000
Fax: 805-967-3915
www.BigGreenClean.com

October 1, 2019
~~September 17, 2019~~

John Ilasin
City of Carpinteria
4180 Via Real, Suite B
Carpinteria, CA 93013

RFP for Janitorial Services
City of Carpinteria

Dear John and the City of Carpinteria Procurement Team:

We at ***Big Green Cleaning Company*** are proud to have provided cleaning services for the City of Carpinteria for the past 20 years and appreciate the opportunity to participate in the current RFP for janitorial services. ***Big Green Cleaning Company*** is by far the largest janitorial contractor in Santa Barbara County.

It is no accident that we have grown to our current size. It happened over years of providing the best quality service at the most competitive rates. It is our organizational structure of 525 employees that layers 3 Division Managers and 12 Branch Managers over 41 Supervisors allowing us to give personal and professional service to each of our customers.

Including in our presentation are the following documents behind these tabs:

Company Profile:
- Company Profile document
- Organizational Chart
- Key Personnel Pictures and Job Descriptions
- Financial Balance Sheet
- Advantages of partnering with Big Green Cleaning Company

References:
- Reference list of 6 facilities of similar requirements

Certifications:
- Department of Industrial Relations Certificate [required for all janitorial contractors]
- Business licenses for the City of Carpinteria.

All of us on the Big Green Cleaning Company team appreciate the opportunity to participate in this RFP and if ultimately awarded a contract we will continue to work hard every day to earn it. Thank you for thinking of ***Big Green Cleaning Company***.

Sincerely,

Allen Williams
President
AW/tbh

Big Green Cleaning Company
4860 Calle Real
Santa Barbara, CA 93111
Phone: 805-692-1000
Fax: 805-967-3915
www.BigGreenClean.com

Company Profile

Big Green Cleaning Company is a dba of Rich & Famous, Inc. and performs cleaning services for commercial facilities. ***Big Green Cleaning Company*** is the largest janitorial contractor in Santa Barbara County. Technicians for all services are employees of Rich & Famous, Inc. except window washing services performed more than 18 feet above ground.

Specific information about our company pertinent to this RFP is itemized below:

A. Rich and Famous, Inc. is doing business as **Big Green Cleaning Company**. Rich and Famous, Inc. is a California corporation formed in 1986 owned 100% by Allen and Joyce Williams. The Federal ID # for the corporation is 77-0174005.

Big Green Cleaning Company is locally owned and operated and not part of a franchise organization. The company does hold membership in BSCAI [Building Services Contractors Association International].

B. Company offices are located at:

4860 Calle Real
Santa Barbara, CA 93111

6155 Carpinteria Avenue
Carpinteria, CA 93013

2311 Skyway Drive, #4
Santa Maria, CA 93455

4475 Dupont Court, #3
Ventura, CA 93003

C. The City of Carpinteria will be served by the Carpinteria and Santa Barbara facilities. Both locations will be used for daily operations as well as storage and distribution of supplies.

D. 525 Employees are employed by **Big Green Cleaning Company**.

E. All employee records and contracts will be serviced from 4860 Calle Real.

F. Background checks are performed on Big Green Cleaning Company employees based on the specific needs and level of security desired by each customer. We currently have accounts for background checks with:

- The Santa Barbra County Sheriff's Department.
- LIVE SCAN via the Santa Barbara County Probation Department
- Blue Line Investigations
- First Advantage

BigGreen
Cleaning Company

G. Annual Revenues for 2019 will exceed $15.5 million. Current Balance Sheet is attached.

H. Rich & Famous, Inc is sound financially, never involved in bankruptcy action and is free from litigation against the company.

I. As the incumbent Janitorial Services Contractor for the City of Carpinteria **Big Green Cleaning Company** has an existing financial and contractual relationship with the City of Santa Barbara. Other than the existing contract, **Big Green Cleaning Company** has no known financial relationships with the City of Carpinteria, the City Council.

J. The main point of contact for this RFP will be:

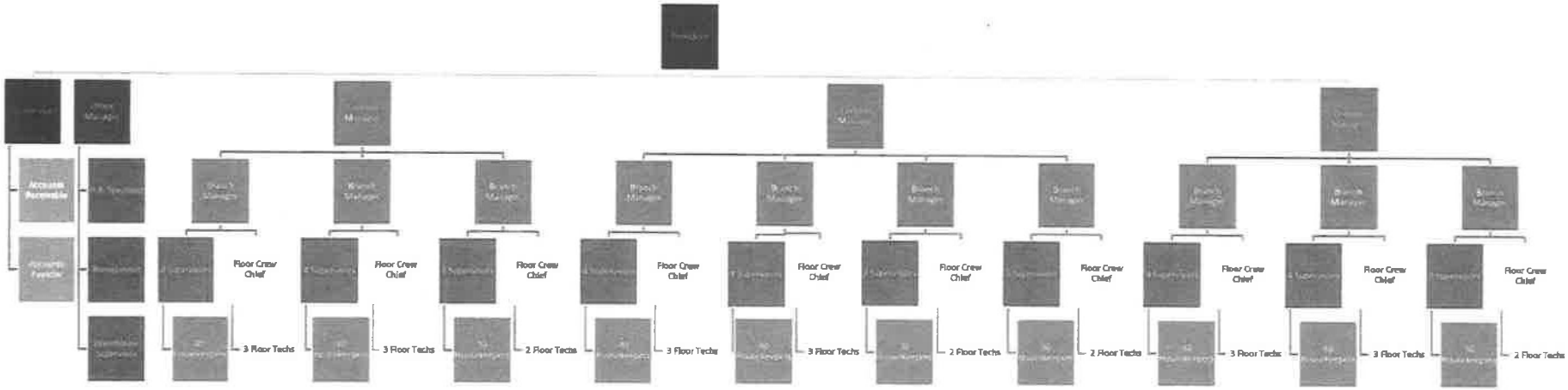
Allen Williams, President
4860 Calle Real
Santa Barbara, CA 93111
805-692-1000 phone
805-967-3915 fax
805-680-0299 cell
awilliams@BigGreenClean.com

Three additional Division Managers with authority to act as signers for this contract:

Nick Williams, Division Manager
805-692-1000 office
805-705-5370 cell

Jim Brandeland, Division Manager
805-692-1000 office
805-455-8485 cell

Corey Schiff, Division Manager
805-692-1000 office
805-680-0299 cell


Floor Crew Chief
3 Floor Techs
Floor Crew Chief
3 Floor Techs
Floor Crew Chief
2 Floor Techs
Floor Crew Chief
3 Floor Techs
Floor Crew Chief
3 Floor Techs
Floor Crew Chief
2 Floor Techs
Floor Crew Chief
2 Floor Techs
Floor Crew Chief
3 Floor Techs
Floor Crew Chief
3 Floor Techs
Floor Crew Chief
2 Floor Techs

Big Green Cleaning Company

Key Employee Profiles



Allen Williams, President

39 Years as owner.



Nick Williams, Division Manager

17 Years with the company.
Responsible for oversight and support of operations in portions of Santa Barbara, Santa Maria and San Luis Obispo.



Corey Schiff, Division Manager

9 Years with the company.
Responsible for Management of facilities in Santa Barbara and Goleta.



Jim Brandeland, Division Manager

14 Years with the company.
Oversight and support of Santa Barbara and Ventura operations.

BigGreen
Cleaning Company



Francisco Chavez, Branch Manager

3 Years with the company. Responsible for operations in Lompoc, Santa Maria and San Luis Obispo. Working from our Santa Maria office.



Javier Briones, Day Crew Manager

36 Years with the company.
Responsible for special daytime events and emergencies in all facilities.



Ivan Arroyo,
Branch Manager

2 Years with the company. Responsible for facilities in Santa Barbara.



Don Randles, Branch Manager

6 Years with the company. Responsible for the facilities in Goleta. Don has extensive cleanroom experience.

BigGreen
Cleaning Company



Steven Levine, Branch Manager

Responsible for facilities in Ventura and Oxnard.



Christine Brandeland,
Branch Manager

22 Years with the company. Responsible for the facilities in Santa Barbara.



J.R. Gama, Branch Manager

3 Years with the company. Responsible for facilities in Santa Barbara and Goleta.



Evan Pugh,
Branch Manager

2 Years with the company. Responsible for facilities in Santa Barbara and Montecito.

BigGreen
Cleaning Company



John Leveson, Branch Manager

19 Years with the company. Responsible for facilities in Carpinteria.



Kyler Barbee, Branch Manager

3 Years with the company. Responsible for facilities in Santa Barbara and Goleta.



Alex Diaz, Branch Manager

5 Years with the company. Responsible for the Day Shift Custodians in Santa Barbara.



Stephanie Gonzalez,
Office Manager

3 Years with the company. Responsible for the Day Crew Scheduling and supervision of our office staff.

BigGreen
Cleaning Company



Ivy Briones,
Administrative Assistant

5 Years with the company. Responsible office communications and support for all Managers.



Brian Martin, Controller

15 Years with the company. Responsible Accounts Receivable and Payable.



Peter Mackins, Accounting Manager

1st Year with the company. Responsible Financial Statements, budget analysis and inventory controls.



Lea Suazo, Receptionist

2 Years with the company. Responsible incoming calls, emails and communications with customers and the Big Green Managers.

Big Green Cleaning Company
Balance Sheet
As of September 16, 2019

	Sep 16, 19
ASSETS	
Current Assets	
Checking/Savings	
2597 Basic Business/Paychex	17,020.06
Petty Cash	1,600.00
1564 · Payroll Tax Account - Big Green	23,011.22
3095 · Checking - dba Big Green	302,714.41
Total Checking/Savings	344,345.69
Accounts Receivable	
Customer Relations	-1,920.58
1200 · Accounts Receivable	1,992,035.08
Total Accounts Receivable	1,990,114.50
Other Current Assets	
CompWest Insurance Co. -deposit	101,949.00
Pre-Paid Federal Income Tax	592.00
Replacement Checks	-2,373.35
Wage Advances	7,927.90
1499 · Undeposited Funds	112,984.92
Total Other Current Assets	221,080.47
Total Current Assets	2,555,540.66
Fixed Assets	
Accumulated Depreciation	-921,205.00
Fixed Assets	
Purchased Customer List	74,038.00
Total Fixed Assets	74,038.00
Lease Hold Improvements	318,394.02
Machinery and Equipment	36,123.56
Vehicles	
Deposit	1,000.00
Vehicles - Other	1,488,876.69
Total Vehicles	1,489,876.69
Total Fixed Assets	997,227.27
Other Assets	
Accumulated amortization	-162,031.39
Goodwill	155,215.39
Rental Deposit	11,450.00
Total Other Assets	4,634.00
TOTAL ASSETS	**3,557,401.93**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Accrued State Income Tax	24,879.00
Uniform Deposits	12.00
2200 · *Sales Tax Payable	44,044.03
Total Other Current Liabilities	68,935.03
Total Current Liabilities	68,935.03
Total Liabilities	68,935.03
Equity	
Initial Investment	455,773.44
Stock	100,000.00
3800 · Distributions	-2,226,145.15

Big Green Cleaning Company
Balance Sheet
As of September 16, 2019

	Sep 16, 19
3900 · Retained Earnings	2,752,101.21
Net Income	2,408,963.82
Total Equity	3,490,693.32
TOTAL LIABILITIES & EQUITY	**3,559,628.35**

BigGreen
Cleaning Company

Experience and Methodology Advantageous to the City of Carpinteria

Experience:

Big Green Cleaning Company has been providing commercial cleaning services for more than 39 years and is prepared for anything that could come our way in this industry. Having provided cleaning services for almost 20 years for many of the buildings listed in this RFP no other vendor has the specific knowledge of what it takes to keep these facilities clean.

In addition to working for the City of Carpinteria **Big Green Cleaning Company** also cleans similar facilities for the City of Santa Barbara and the County of Santa Barbara.

Cleaning public facilities requires an extra preparedness for the unexpected. This includes training in biohazard and Hazmat cleaning. All technicians for **Big Green Cleaning Company** go through Bloodborne Pathogen training as part of their orientation process.

Methodology:

To properly respond to the routine and emergency situations that arise in cleaning public facilities a large amount of resources are required. **Big Green Cleaning Company** has over 525 employees working various shifts around the clock. Phones are answered by a live person 24 hours a day and there is always a Manager on Duty [MOD]. The more personnel, equipment and vehicles available the easier it is to maintain a constant state of readiness. No one is more prepared than **Big Green Cleaning Company.**

Facilities scheduled for recurring cleaning services are staffed by dedicated cleaning technicians assigned to the same recurring shift. A Supervisor whose sole purpose is to inspect, train and insure quality is layered over every 10 cleaning technicians. A Branch Manager is layered over every 4 Supervisors. The Branch Manager will perform building inspections, tour the facilities with the customers and also return to the field with the Supervisors and cleaning technicians guiding the team to meet the goals of the company and the customers. This dual level of quality control insures that no one becomes complacent about the importance of the service being provided.

With a name like **Big Green Cleaning Company** our commitment to sustainability and environmental issues is paramount. A goal of our company is to push hard on the "green continuum" to be as environmental conscious as possible while maintaining a balance with functionality and costs. As an example, **Big Green Cleaning Company** does use Quaternary, antimicrobial / antibacterial cleaning solutions in the public restrooms. While this would not be an appropriate practice in an office setting it is actually the safest and healthiest way to protect the public from the dangers in those environments. As new technology emerges those practices are put into place.

BigGreen
Cleaning Company

Advantages in Using Big Green Cleaning Company

- Reputation for quality service.
- Locally owned and operated.
- Worldwide network of resources.
- Insured in excess of what is normally available to our competitors.
- 24-hour emergency service.
- Web based time and attendance system with live GPS location of all employees while they are on duty provides enhanced security and quality.
- On-line communication via our MasterMind website including inspections and task schedules.
- Exclusive product line insures consistency and reliability.
- Layered supervision to insure quality.
- Highly trained management team.
- Performance guaranteed.
- Bloodborne pathogen, OSHA compliance and SB198 certified.
- Material Safety Data Sheets for all chemicals.
- Written and documented inspections.
- Direct line to technicians and specialists at BSCAI for technical support.
- Written estimates and guaranteed fees.
- All phone calls answered by a live person in no more than three rings, 24/7/365.
- Manager on customer site in less than 30 minutes on any emergency call.
- Documented employee training through video, checklists, workshops and written tests.
- Uniformed and picture I.D. badges on all employees.
- Largest local contractor for cleaning services.

Big Green Cleaning Company
4860 Calle Real
Santa Barbara, CA 93111
Phone: 805-692-1000
Fax: 805-967-3915

September 17, 2019

John Ilasin
City of Carpinteria
4180 Via Real, Suite B
Carpinteria, CA 93013

Dear John:

On behalf of all of us at ***Big Green Cleaning Company*** I would like to express appreciation of your consideration of our continued cleaning services for facilities for the City of Carpinteria. Below is a list of a few of our 900 customers for recurring janitorial services. Please feel free to contact them for reference:

Scott Hosking
County of Santa Barbara - 40 years
1105 Santa Barbara Street
Santa Barbara, CA 93101
805-896-2902
SHosking@co.santa-barbara.ca.us

Gordon Morrell
Yardi Systems, Inc. – 14 years
430 South Fairview
Goleta, CA 93117
805-699-2040 ext.1136
monica.schlagel@yardi.com

Jason Valenzuela
City of Santa Barbara – 40 years
P.O. Box 1990
Santa Barbara, CA 93102
805-564-5410
JValenzuela@SantaBarbaraCA.gov

Leslie Mills
The Towbes Group – 36 years
21 East Victoria Street, Suite 200
Santa Barbara, CA 93101
805-962-2121
lmills@towbes.com

Ezequiel Vasquez
Sonos – 8 years
600 Chapala Street
Santa Barbara, CA 93101
805-308-8014
ezequiel.vasquez@sonos.com

Lisa Robinson
QAD – 19 years
100 Innovation Place
Santa Barbara, CA 93108
805-566-6034
ltr@qad.com

Please give me a call if you would like additional references or further clarification. Thank you for thinking of ***Big Green Cleaning Company***.

Sincerely,

Allen Williams
AW/tbh

State of California
Department of Industrial Relations
Division of Labor Standards Enforcement
Licensing & Registration Unit
1515 Clay Street, Ste. 401
Oakland, CA 94612

Registration Number:
JS-LR-000015241

JANITORIAL SERVICES REGISTRATION

Effective Date	Expiration Date
8/6/2019	**8/6/2020**

Workers Compensation Insurance Expiration Date:
9/30/2019

Rich & Famous, Inc.
4860 Calle Real
Santa Barbara, CA 93111

Branch 1- DBA	Big Green Cleaning Company	4860 Calle Real, Santa Barbara, CA 93111
Branch 2- DBA	Big Green Cleaning Company	2311 Skyway Drive #4, Santa Maria, CA 93455
Branch 3- DBA	Big Green Cleaning Company	4475 Dupont Court, #3, Ventura, CA 93003

Having paid to the Labor Commissioner of the State of California the required Registration Fee is hereby granted a registration to conduct the business of Janitorial Services in the State of California at the location(s) listed above and effective for the period designated above in conformity with the provisions of Chapter 4, Part 4.2, Division 2 of the Labor Code and the rules and regulations issued thereunder by the Labor Commissioner.

THIS REGISTRATION IS NOT TRANSFERABLE AND IS VALID ONLY AT THE REGISTERED OPERATING LOCATION INDICATED ABOVE

ALTERATIONS WILL VOID THIS REGISTRATION

CITY OF CARPINTERIA
BUSINESS LICENSE

EXPIRATION DATE
6/30/2020

DATE ISSUED	LICENSE NUMBER
7/01/2019	20200703

4860 CALLE REAL

LOCATION OF BUSINESS

This license is to be displayed conspicuously at the location of business, and is not transferable or assignable.

BIG GREEN CLEANING COMPANY
4860 CALLE REAL
SANTA BARBARA CA 93111

This license is issued pursuant to the provisions of all ordinances of the City of Carpinteria and amendments thereto (Chapter 5.04 of the Carpinteria Municipal Code). Please call (805) 880-3406 with any questions.

AUTHORIZED SIGNATURE Sr. Financial Analyst

CITY OF CARPINTERIA

REQUEST FOR PROPOSAL

TO PROVIDE

JANITORIAL SERVICES

SEPTEMBER 2019

Proposals are due at the City Clerk's Office by 4:00 p.m., Thursday, October 10, 2019, at:

City of Carpinteria
City Clerk's Office
4180 Via Real, Suite B
Carpinteria, California 93013

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Agreement for Maintenance Services Example
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INTRODUCTION

The City of Carpinteria (City) is requesting proposals from qualified firms to provide janitorial services at City facilities including for emergencies and as needed by the City. The City is seeking a janitorial services contract for an initial term of five (5) years with three (3) one-year (1-year) extension periods at the option of the City. The award will be made to the most qualified firm based on the responsiveness to this Request for Proposal (RFP).

The City implemented an Environmental Purchasing Policy, and the City encourages other businesses to adhere to similar principles (City Council Resolution No. 5686. Adopted July 25, 2016).

PROPOSAL SUBMISSION INSTRUCTIONS

Submit one (1) original proposal and three (3) copies to the place and by the date and time stated on the cover of this RFP. The proposal shall be submitted in a sealed envelope and clearly marked on the outside as follows:

"Janitorial Services Proposal"

The name and address of the firm shall appear in the upper left-hand corner of the envelope. If more than one envelope is required, each envelope shall be legibly numbered below the name of the firm, e.g. Envelope 1 of 3, as required.

Proposal in the form of telephone calls, facsimiles, or emails will not be accepted. The City does not recognize the U.S. Postal Service, UPS, FedEx, or other carriers in determining the date and time the proposal was received.

The City will not be responsible for proposals that are delinquent, lost, incorrectly marked, or sent to an address other than that given herein, or sent by mail or courier service and not signed for by the City. LATE PROPOSALS WILL NOT BE ACCEPTED.

Questions

All questions regarding this RFP must be submitted via email to the following contact:

Mr. John L. Ilasin, P.E.
Public Works Director/City Engineer
City of Carpinteria
Public Works Department
johni@ci.carpinteria.ca.us

Questions must be submitted at least four (4) days before the proposal deadline. Questions submitted after this time will not be responded to.

SCOPE OF SERVICES

The Contractor shall furnish all materials, labor, supervision, and equipment necessary to perform all work required to provide janitorial services at City facilities including for emergencies and as needed

by the City in accordance with federal, state, and local laws, rules, and regulations. The services to be provided include those listed below. The services include specific tasks as well as goals, which are expected to be reached.

1. Janitorial Services Requirements

   A. General Requirements

      The Contractor shall be responsible for the cleanliness and sanitation of City facilities as shown in the enclosed list. The scope of services herein this RFP shall be used as a guideline for the Contractor. The scope of services does not attempt to describe every detail or feature of the City facility that is to be maintained by the Contractor.

      Attention is directed to California Labor Code Section 1060 through 1065 regarding the Displaced Janitor Opportunity Act.

      These requirements may be modified by the Public Works Supervisor as conditions may warrant to maintain cleanliness and sanitation.

   B. Construction Projects

      The City will notify the Contractor of City construction projects and encroachment permit work that may potentially obstruct access to a City facility. When the City notifies the Contractor of obstruction to janitorial services due to construction related obstructions, the Contractor shall note City facility not serviced. The Contractor shall note in its log the City facility not serviced, date, and reason. The Contractor shall neither service nor bill for servicing the City facility that is obstructed due to construction. Construction may also require that changes be made to the servicing schedule.

   C. Re-Service

      If a serviced area is deemed to be substandard by the City, the substandard section shall be re-serviced within 24 hours of notification. The determination of acceptable performance is at the sole discretion of the Public Works Supervisor. The Contractor shall re-service at its own expense. The Public Works Supervisor shall be notified of the completed re-service.

2. Janitorial Services Level of Service and Frequency

   The scope of services defines the minimum level of service and frequency deemed acceptable. It is expected of the Contractor to schedule its operations to meet or exceed the City's requirements and provide a thorough cleaning and sanitizing of the City facilities.

   It is further expected that the Contractor identify service issues, including when frequency of service is inadequate, and timely communicate such issues along with recommendations to the City.

   The City reserves the right to change frequency of janitorial services, modify City facilities, and add new City facilities to be serviced.

Adjustments to level of service and frequency shall be implemented by Contractor no later than seven days from the date of request by City unless otherwise agreed upon by City and Contractor.

3. Janitorial Services for Special Events

   The Contractor shall attend mandatory pre-event meeting with the Public Works Supervisor in the week before each event to review required logistics and timing. The Contractor shall immediately service the City facility after the event in the manner to be described at the pre-event meeting the week before each event.

   The following event dates and typical plan are subject to change:

   - Annual Household Goods and Hazardous Waste Day (Second Saturday in April)
     Typical plan: City Hall restroom immediately following the annual Household Goods and Hazardous Waste Day.

   - California Avocado Festival (first full weekend in October)
     Typical plan: Public restrooms at Parking Lot #1 and Parking Lot #3.

   - Independence Day Parade (Saturday closest to July 4th)
     Typical plan: Public restrooms at Parking Lot #1 and Parking Lot #3.

   - Holiday Parade (First Friday in December)
     Typical plan: Public restrooms at Parking Lot #1 and Parking Lot #3.

4. Emergency Services

   The Contractor shall provide an emergency phone number of the Contractor's representative for emergencies. The Contractor shall respond to City emergency requests within two (2) hours.

5. Legal Requirements

   Janitorial services shall be provided in accordance with all federal, state, and local laws. This shall include licenses, permits, and approvals required by the above regulatory authorities.

6. Missed Janitorial Services

   Missed janitorial services by the Contractor including missed services as a result of mechanical breakdowns, accidents, or not having personnel available shall be immediately reported to the Public Works Supervisor. Missed services shall be made up on the next day at no additional charge to the City.

7. Cancellation of Scheduled Janitorial Services due to Inclement Weather

   Janitorial services may be cancelled as directed by the Public Works Supervisor because of inclement weather, in which case the Contractor will be notified by the Public Works Supervisor. Such cancelled services shall not be made up.

8. Cancellation of Scheduled Janitorial Services on Major Holidays

Janitorial services of regularly scheduled City facilities will be cancelled on the six major holidays listed below. The Public Works Supervisor will notify the Contractor of the dates of holiday-related cancellations at the beginning of each contract year and reconfirm at least one week in advance of these or any additional scheduled cancellation days. Janitorial services shall occur on minor holidays and on City staff holidays that do not fall on a major holiday. For example, when Independence Day is on a Sunday, July 5 will be a City staff holiday for Independence Day, and janitorial services shall occur on that day because it is not the same as the major holiday.

Janitorial services will be cancelled for the following major holidays:

New Years' Day
Memorial Day
Independence Day
Labor Day
Thanksgiving Day
Christmas Day

9. Inspection

All work performed pursuant to the scope of services is subject to the inspection by the Public Works Supervisor. The determination of acceptable performance is at the sole discretion of the City. Areas found to be unsatisfactory shall be re-serviced by the Contractor at no additional cost to the City.

10. Manpower

The Contractor shall employ competent and experienced personnel sufficient to meet all obligations herein.

The Contractor's personnel and its representatives or agents which will be in public contact shall be in uniform or work clothes suitable for public contact.

The Contractor shall maintain a reserve of manpower to meet all existing and future needs of the contract.

The Contractor shall provide a supervisor who is proficient in English.

11. Written Verification and Logs

The Contractor's personnel shall record daily service information including City facility identification, day of week, date, reason for cancellation or missed services, City facility identification that is not serviced due to obstructions and the type of obstruction. Data shall be entered on a spreadsheet and transmitted to the Public Works Supervisor at the end of each month or at a frequency as determined by the Public Works Supervisor. The Contractor shall submit with each monthly billing a copy of the full month's service log.

12. Reporting

Daily reports shall be submitted to the Public Works Supervisor at every consecutive weekday. Daily reports shall include the following content:

- Citizen complaints and resolution
- Hazardous conditions report
- Service obstruction report
- Service schedule compliance

Weekly reports shall be submitted to the Public Works Supervisor every five consecutive weekdays. Weekly reports shall include the following content:

- City facilities serviced

13. Regular Meetings

The Contractor shall attend regular meetings with the City to review progress, questions, complaints, and any other janitorial service matters. The Contractor's supervisor shall attend the meetings with the Public Works Supervisor in City offices at mutually acceptable times as arranged by the City.

14. Required Qualifications

The Contractor's personnel shall be qualified and trained in janitorial means and methods.

15. Contract Administration

A. Notices

Unless otherwise specified elsewhere in this scope of services, all notices, requests, demands, and other communications regarding the daily services shall be made in writing addressed to the City and attention to the following City staff of the respective City facility:

Parking lot restrooms
Public Works Supervisor

City Hall, Veterans Hall, pool, park, and field restrooms
Parks Supervisor

B. Extra Facilities to be Pre-approved

Any additional facilities serviced outside the regular schedule shall be pre-approved by the Public Works Supervisor in writing.

C. Complaints

The Public Works Supervisor will receive and respond to complaints about janitorial services and will contact the Contractor as needed. In the event of a disagreement about the resolution

of a complaint, the Public Works Supervisor will render a decision that is final. Any re-servicing required as a result shall be at no additional charge to the City.

D. Term of Contract and Renewal Option

The City is seeking a janitorial services contract for an initial term of five (5) years with three (3) one-year (1-year) extension periods at the option of the City. Written approval of such extensions will be attached to the copies of the contract on file with each party. Upon exercise of such approval, janitorial services shall continue to be provided under and upon the same terms, provisions, limitations, and conditions as provided for the initial term, except that the rate may be adjusted by mutual agreement according to the contract rate adjustment method.

E. Compensation

Invoices for janitorial services shall be sent to the City upon the completion of each month. Invoice shall be submitted with ten (10) days of the end of a month. Invoices shall list each City facility that was serviced. If any parade or other special event, or emergency service took place, it shall be listed separately with date, location, and rate. Invoices shall indicate days and reasons when City facilities are not serviced as a result of cancellations due to inclement weather or holidays and obstructions by City construction projects or special events that prevent servicing, and mechanical failures or other missed services by the Contractor. Any City facility not serviced on a given day for the above reasons shall not be billed by the Contractor nor paid by the City.

A complete log sheet of City facilities serviced for the month shall be attached with invoice.

Invoices shall be submitted to:

City of Carpinteria
Public Works Department
Attention: Public Works Supervisor
5775 Carpinteria Avenue
Carpinteria California 93013

F. Discount

The Contractor shall state what discount, if any, is given for prompt payment of invoices within 20 days.

G. Default

Repeated instances of failure to perform (i.e. three or more written warnings received by the Contractor within any three consecutive months) and/or disregard of the requirements of the contract shall result in the cancellation of the contract upon providing 30-days written notice to the Contractor.

16. Environmentally Preferable Purchasing Policy

The Contractor shall conform to the City's Environmentally Preferable Purchasing Policy as set forth in the enclosed City Council Resolution No. 5686. Any reports that are required to be

produced as a part of the scope of services shall be submitted on post-consumer recycled and recyclable paper.

PROPOSAL REQUIREMENTS

The proposal shall demonstrate the qualifications, competence, and capacity of the Contractor to provide the services in accordance with the requirements of this RFP. The proposal shall specify an approach that will meet the RFP requirements.

The proposal shall contain the information as set forth in this section. Failure to include this information, or an incomplete response, may be cause for disqualification. The proposals will be used to evaluate and select the most qualified firm or firms.

The proposal shall include the following information as a minimum:

1. Transmittal cover letter signed by the person or persons authorized to represent the firm.
2. Executive summary.
3. The firm's name, background, and contact person, including corporate office and local office address, city, state, zip code, telephone number, facsimile number, web site address, and electronic mail address.
4. All existing and past financial relationships including agreements between your firm and proposed subcontractors, with current Members of the City Council and City staff, and entities for which said members are employed, or have an interest, both past and present. If there are none, the proposal shall clearly state this. The Members of the City Council can be viewed at http://carpinteria.ca.us/citycouncil/index.shtml.
5. Descriptions of the proposed service organization and specific experience and capabilities of the supervisor and personnel related to the scope of services. Include licenses and affiliations for supervisor and personnel. Résumés for supervisor and each personnel shall be included and attached separately in an appendix to the proposal. Copies of résumés will not count as part of the page limitation.
6. A brief explanation of why the firm is best-suited to provide these services, and why participation will make its services successful. The firm's related experience, qualifications, expertise, experience, areas of specialization, and government contracts shall be stated. Provide contact names and phone numbers for at least three (3) relevant contracts listed that will serve as references.
7. A summary of the firm's approach to the services. Address the scope of services as presented, but include other approaches, items, or considerations; or exceptions and additions. The approach should demonstrate a thorough understanding of the issues that may be anticipated in the services.

The proposal shall be a maximum of twenty (20) pages and double-sided on recycled content paper.

A proposal may be amended only if the City receives such amendment before the deadline stated herein for receiving proposals.

A proposal may be considered non-responsive if conditional, incomplete, or if it contains alterations of form, additions not called for, or other irregularities that may constitute a material change to the proposal.

INSURANCE REQUIREMENTS

Without limiting Contractor's indemnification of City, and prior to commencement of Work, Contractor shall obtain, provide and maintain at its own expense during the term of this Agreement, policies of insurance of the type and amounts described below and in a form that is satisfactory to City.

1. General liability insurance. Contractor shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than $1,000,000 per occurrence, $2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.
2. Automobile liability insurance. Contractor shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Contractor arising out of or in connection with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than $5,000,000 combined single limit for each accident.
3. Workers' compensation insurance. Contractor shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least $1,000,000).
4. Pollution and remediation liability insurance. Contractor shall maintain pollution and remediation liability insurance with limits of at least $2,000,000.

The Contractor shall submit to the City, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of the City, its officers, agents, employees and volunteers.

5. Other provisions or requirements

    A. Proof of insurance. Contractor shall provide certificates of insurance to City as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by City's Risk Manager prior to commencement of performance. Current certification of insurance shall be kept on file with City at all times during the term of this contract. City reserves the right to require complete, certified copies of all required insurance policies, at any time.
    B. Duration of coverage. Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Work hereunder by Contractor, his agents, representatives, employees or subconsultants.
    C. Primary/non-contributing. Coverage provided by Contractor shall be primary and any insurance or self-insurance procured or maintained by City shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of City before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.
    D. City's rights of enforcement. In the event any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by City will be promptly reimbursed by Contractor or City will withhold amounts sufficient to pay premium from Contractor payments. In the alternative, City may cancel this Agreement.

E. Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the City's Risk Manager.

F. Waiver of subrogation. All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against City, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow Contractor or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Contractor hereby waives its own right of recovery against City, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

G. Enforcement of contract provisions (non estoppel). Contractor acknowledges and agrees that any actual or alleged failure on the part of the City to inform Contractor of non-compliance with any requirement imposes no additional obligations on the City nor does it waive any rights hereunder.

H. Requirements not limiting. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the Contractor maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

I. Notice of cancellation. Contractor agrees to oblige its insurance agent or broker and insurers to provide to City with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.[1]

J. Additional insured status. General liability policies shall provide or be endorsed to provide that City and its officers, officials, employees, agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies.

K. Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to City and approved of in writing.

L. Separation of Insureds. A severability of interests provision must apply for all additional insureds ensuring that Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

M. Pass Through Clause. Contractor agrees to ensure that its sub-consultants, sub-contractors, and any other party involved with the project who is brought onto or involved in the project by Contractor, provide the same minimum insurance coverage and endorsements required of Contractor. Contractor agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements

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[1] It may be difficult to obtain notice of cancellation to an additional insured from an insurer. As a precaution, you should require such notice and be prepared to eliminate the requirement, or contract with a different vendor, depending on your perception of the risk.

of this section. Contractor agrees that upon request, all agreements with consultants, subcontractors, and others engaged in the project will be submitted to City for review.

N. City's right to revise specifications. The City reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Contractor ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the Contractor, the City and Contractor may renegotiate Contractor's compensation.
O. Self-insured retentions. Any self-insured retentions must be declared to and approved by City. City reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by City.
P. Timely notice of claims. Contractor shall give City prompt and timely notice of claims made or suits instituted that arise out of or result from Contractor's performance under this Agreement, and that involve or may involve coverage under any of the required liability policies.
Q. Additional insurance. Contractor shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the Work.

Proof of insurance shall be submitted before award of the contract. The insurance company shall be an admitted carrier in the State of California with an A.M. Best rating of A-IV or better.

All insurance required pursuant to the contract shall name the City, its employees, city council members, officers, and agents as additional insureds.

Specific provisions for insurance are set forth in the enclosed contract template.

EVALUATION CRITERIA

From the proposals received, the City will select the three (3) highest rated firms for interviews. Evaluation of the proposals including the interviews will be based on the following criteria and weighted values:

1. The Contractor's qualifications and ability to perform the work as outlined in the scope of services above based on information provided by the Contractor and client references. (25 Points)
2. The Contractor's supervisor, personnel, and any subcontractor's qualifications, knowledge of local conditions and ability to perform the work as outlined in the scope of services above based on information provided by the Contractor. (25 Points)
3. The Contractor's responsiveness and availability to the City, and the ability of the Contractor's supervisor, personnel, and any subcontractor(s) to effectively and efficiently to provide the service. (20 Points)
4. The Contractor's understanding of the scope of services as demonstrated by its approach, the proposal's responsiveness to the RFP and the City's needs, and its demonstrated ability to meet the contract. (20 Points)
5. Based on client references, the Contractor's performance on similar services. (10 Points)

The City will enter into negotiations with the firm receiving the highest rating. A separate fee proposal will be requested from the firm that received the highest rating. This fee information will be used as a basis for negotiation with the successful firm in order to enter into a contract with the City. Enclosed herein this RFP is an example of the contract. If such negotiations are not successful, the City will

then enter into negotiations with the firm or firms receiving the next highest rating. The fee proposal will be valid for ninety (90) calendar days.

The successful firm is required to obtain insurance, as set forth in the RFP, with an insurer or insurers that are satisfactory to the City. Failure to meet the insurance requirements will result in the Contractor's disqualification. By signing and submitting a proposal, the Contractor is certifying that it has reviewed the City's insurance coverage requirements, and that the said insurance coverages will be obtained and be in force upon execution of a contract with the City. The successful firm shall submit a completed certificate of insurance with the signed contract.

Failure to respond to the RFP requirements will result in the disqualification of the proposal as non-responsive to the RFP.

The tentative schedule for selection is as follows:

Proposals Due	Thursday, October 10, 2019
Interviews	Thursday, October 17, 2019
Selection	Monday, October 21, 2019
Award Contract	Monday, October 28, 2019

RIGHT TO REJECT ANY OR ALL PROPOSALS

The City reserves the right to reject any or all proposals or to select the proposal most advantageous to the City. The City reserves the right to verify all information submitted in the proposal. The City reserves the right to amend the RFP or issue a notice of amendment. The City reserves the right to reject any and all proposals and to waive any informality, irregularity, or technicality in any proposal. The posting of this RFP is not a guarantee that services will be purchased by the City.

The City may reject a proposal from any firm who previously failed to perform properly, or complete on time, contracts of similar nature, or to reject a proposal from the firm who is not in a position to perform such a contract satisfactory. The City may reject a proposal from any firm who is in default of payment of taxes, licenses, or other monies due to the City.

No compensation will be made for the cost of preparing any proposal. All submitted materials of a proposal will become the property of the City. The City will retain all proposals submitted and may use any idea in a proposal regardless of whether that proposal is selected.

Evaluations of the proposals will be available for public inspection at the conclusion of the selection process.

Submission of a proposal constitutes acceptance of the conditions contained in the RFP unless clearly and specifically noted in the proposal submitted and confirmed in the contract.

CITY FACILITIES

Facility	Location
Bluffs Park Restroom/Viola Fields Restroom	6143 Carpinteria Avenue
City Hall	5775 Carpinteria Avenue
Community Pool	5305 Carpinteria Avenue
El Carro Park Restroom	5300 El Carro Lane
Monte Vista Park Restroom	1100 Bailard Avenue
Parking Lot #1 Restroom	4945 Carpinteria Avenue
Parking Lot #3 Restroom	499 Linden Avenue
Veterans Hall	941 Walnut Avenue
Salt March Nature Park Restroom	101 Ash Avenue

EXHIBIT B

PAYMENT SCHEDULE

BigGreen Cleaning Company

Price List

City of Carpinteria

Janitorial services as outlined in the enclosed Task Schedule:

Location	Services per Week	Monthly Fee Dec. 2019	Monthly Fee Calendar year 2020
Ash Street Park Public Restroom.	4	$ 437.00	$ 463.00
5th Street Park Public Restroom.	4	$ 437.00	$ 463.00
9th Street Park Public Restroom.	4	$ 437.00	$ 463.00
El Carro Park Public Restroom [Large].	4	$ 441.00	$ 467.00
El Carro Park Public Restroom [Small].	4	$ 437.00	$ 463.00
Viola Fields Public Restroom.	4	$ 437.00	$ 463.00
Monte Vista Park Public Restroom.	4	$ 437.00	$ 463.00
4855 5th St. Community Garden Restroom.	1	$ 116.00	$ 123.00
5103 Carpinteria Ave., - Seaside.	1	$ 211.00	$ 224.00
Temporary City Hall – 4180 Via Real.	2	$ 784.00	$ 831.00
Permanent City Hall – 5775 Carpinteria Ave. [Council Room, 2 bathrooms and Hallway].	3	$ 431.00	$ 457.00
Veteran's Memorial Hall, - 941 Walnut.	3	$ 920.00	$ 975.00
Community Pool, - 5305 Carpinteria Ave.	7	$1,278.00	$1,354.00
Total of all Services		**$6,803.00**	**$7,209.00**

Additional Services Performed Upon Request:

Emergency services provided 24 hours per day, 7 days per week for cleaning of graffiti, bio-hazard or bloodborne pathogen situations, homeless individual's nuisance cleanings or complete homeless encampment removal. **$ 45.00** per hour.

BigGreen
Cleaning Company

PRODUCT PRICE LIST

DESCRIPTION		UNIT PRICE
FL500 - Fluorescent Light Tubes (installed)	Individual Tubes	$ 4.78
LI600 - Light Bulb (regular - installed)	Each	$ 2.06
KI900 - Kitchen Towels	Case (30 rolls)	$41.50
LL500 - Large Trash Liners (40" x 46"/ 1.5 mil)	Case (100)	$39.95
ML400- Small Trash Liners (24" x 32"/ .8 mil)	Case (500)	$34.95
MU300- Multi-fold Hand Towels	Case (4000)	$37.65
TO400 - Natural Roll Towels	Case (12 rolls)	$44.11
SI400 - Single-fold Hand Towels	Case (4000)	$40.46
SK100 - Liquid Hand Soap (skin cleanser)	Gallon	$15.80
TO150 - Toilet Paper Jumbo Junior	Case	$39.67
TO400 - 027 Toilet Paper (fits certain dispensers)	Case (96 rolls)	$59.84
TO600 - EnMotion Roll Towels	Case (6 rolls)	$71.81
TP200 - Toilet Paper	Case (80 rolls)	$59.84
TS800 - Toilet Seat Covers	Case (5000)	$47.90

MANY OTHER ITEMS ARE AVAILABLE. . . . PLEASE CALL FOR PRICE QUOTES.
PRICES SUBJECT TO CHANGE.

EXHIBIT C

INSURANCE REQUIREMENTS

Prior to the beginning of and throughout the duration of the Work, Consultant will maintain insurance in conformance with the requirements set forth below. Consultant will use existing coverage to comply with these requirements. If that existing coverage does not meet the requirements set forth here, Consultant agrees to amend, supplement or endorse the existing coverage to do so. Consultant acknowledges that the insurance coverage and policy limits set forth in this section constitute the minimum amount of coverage required. Any insurance proceeds available to City in excess of the limits and coverage required in this agreement and which is applicable to a given loss, will be available to City.

Consultant shall provide the following types and amounts of insurance:

Commercial General Liability Insurance using Insurance Services Office "Commercial General Liability" policy form CG 00 01 or the exact equivalent. Defense costs must be paid in addition to limits. There shall be no cross liability exclusion for claims or suits by one insured against another. Limits are subject to review but in no event less than $1,000,000 per occurrence.

Business Auto Coverage on ISO Business Auto Coverage form CA 00 01 including symbol 1 (Any Auto) or the exact equivalent. Limits are subject to review, but in no event to be less than $1,000,000 per accident. If Consultant owns no vehicles, this requirement may be satisfied by a non-owned auto endorsement to the general liability policy described above. If Consultant or Consultant's employees will use personal autos in any way on this project, Consultant shall provide evidence of personal auto liability coverage for each such person.

Workers Compensation on a state-approved policy form providing statutory benefits as required by law with employer's liability limits no less than $1,000,000 per accident or disease.

Excess or Umbrella Liability Insurance (Over Primary) if used to meet limit requirements, shall provide coverage at least as broad as specified for the underlying coverages. Any such coverage provided under an umbrella liability policy shall include a drop down provision providing primary coverage above a maximum $25,000 self-insured retention for liability not covered by primary but covered by the umbrella. Coverage shall be provided on a "pay on behalf" basis, with defense costs payable in addition to policy limits. Policy shall contain a provision obligating insurer at the time insured's liability is determined, not requiring actual payment by the insured first. There shall be no cross liability exclusion precluding coverage for claims or suits by one insured against another. Coverage shall be applicable to City for injury to employees of Consultant, subconsultants or others involved in the Work. The scope of coverage provided is subject to approval of City following receipt of proof of insurance as required herein. Limits are subject to review but in no event less than $1,000,000 per occurrence.

Professional Liability or Errors and Omissions Insurance as appropriate shall be written on a policy form coverage specifically designed to protect against acts, errors or omissions of the consultant and "Covered Professional Services" as designated in the policy must specifically include work performed under this agreement. The policy limit shall be no less than $1,000,000 per claim and in the aggregate. The policy must "pay on behalf of" the insured and must include a provision establishing the insurer's duty to defend. The policy retroactive date shall be on or before the effective date of this agreement.

Insurance procured pursuant to these requirements shall be written by insurers that are admitted carriers in the state of California and with an A.M. Bests rating of A- or better and a minimum financial size VII.

General conditions pertaining to provision of insurance coverage by Consultant. Consultant and City agree to the following with respect to insurance provided by Consultant:

1. Consultant agrees to have its insurer endorse the third party general liability coverage required herein to include as additional insureds City, its officials, employees, volunteers and agents, using standard ISO endorsement No. CG 2010-0413. Consultant also agrees to require all contractors and subcontractors to do likewise.

2. No liability insurance coverage provided to comply with this Agreement shall prohibit Consultant, or Consultant's employees or agents, from waiving the right of subrogation prior to a loss. Consultant agrees to waive subrogation rights against City regardless of the applicability of any insurance proceeds, and to require all contractors and subcontractors to do likewise.

3. All insurance coverage and limits provided by Contractor and available or applicable to this agreement are intended to apply to the full extent of the policies. Nothing contained in this Agreement or any other agreement relating to the City or its operations limits the application of such insurance coverage.

4. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to City and approved of in writing.

5. No liability policy shall contain any provision or definition that would serve to eliminate so-called "third party action over" claims, including any exclusion for bodily injury to an employee of the insured or of any contractor or subcontractor.

6. All coverage types and limits required are subject to approval, modification and additional requirements by the City, as the need arises. Consultant shall not make any reductions in scope of coverage (e.g., elimination of contractual liability or reduction of discovery period) that may affect City's protection without City's prior written consent.

7. Proof of compliance with these insurance requirements, consisting of certificates of insurance evidencing all of the coverages required and an additional insured endorsement to Consultant's general liability policy, shall be delivered to City at or prior to the execution of this Agreement. In the event such proof of any insurance is not delivered as required, or in the event such insurance is canceled at any time and no replacement coverage is provided, City has the right, but not the duty, to obtain any insurance it deems necessary to protect its interests under this or any other agreement and to pay the premium. Any premium so paid by City shall be charged to and promptly paid by Consultant or deducted from sums due Consultant, at City option.

8. Certificate(s) are to reflect that the insurer will provide 30 (thirty) days notice to City of any cancellation of coverage. Consultant agrees to require its insurer to modify such certificates to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, or that any party will "endeavor" (as opposed to being required) to comply with the requirements of the certificate.

9. It is acknowledged by the parties of this agreement that all insurance coverage required to be provided by Consultant or any subcontractor, is intended to apply first and on a primary, non-contributing basis in relation to any other insurance or self insurance available to City.

10. Consultant agrees to ensure that subcontractors, and any other party involved with the project who is brought onto or involved in the project by Consultant, provide the same minimum insurance coverage required of Consultant. Consultant agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Consultant agrees that upon request, all agreements with subcontractors and others engaged in the project will be submitted to City for review.

11. Consultant agrees not to self-insure or to use any self-insured retentions or deductibles on any portion of the insurance required herein and further agrees that it will not allow any contractor, subcontractor, Architect, Engineer or other entity or person in any way involved in the performance of work on the project contemplated by this agreement to self-insure its obligations to City. If Consultant's existing coverage includes a deductible or self-insured retention, the deductible or self-insured retention must be declared to the City. At that time the City shall review options with the Consultant, which may include reduction or elimination of the deductible or self-insured retention, substitution of other coverage, or other solutions.

12. The City reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Consultant ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the Consultant, the City will negotiate additional compensation proportional to the increased benefit to City.

13. For purposes of applying insurance coverage only, this Agreement will be deemed to have been executed immediately upon any party hereto taking any steps that can be deemed to be in furtherance of or towards performance of this Agreement.

14. Consultant acknowledges and agrees that any actual or alleged failure on the part of City to inform Consultant of non-compliance with any insurance requirement in no way imposes any additional obligations on City nor does it waive any rights hereunder in this or any other regard.

15. Consultant will renew the required coverage annually as long as City or its employees or agents face an exposure from operations of any type pursuant to this Agreement. This obligation applies whether or not the Agreement is canceled or terminated for any reason. Termination of this obligation is not effective until City executes a written statement to that effect.

16. Consultant shall provide proof that policies of insurance required herein expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Proof that such coverage has been ordered shall be submitted prior to expiration. A coverage binder or letter from Consultant's insurance agent to this effect is acceptable. A certificate of insurance and/or additional insured endorsement as required in these specifications applicable to the renewing or new coverage must be provided to City within five days of the expiration of the coverages.

17. The provisions of any workers' compensation or similar act will not limit the obligations of Consultant under this Agreement. Consultant expressly agrees not to use any statutory immunity defenses under such laws with respect to City, its employees, officials and agents.

18. Requirements of specific coverage features or limits contained in this section are not intended as limitations on coverage, limits or other requirements nor as a waiver of any coverage normally provided by any given policy. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be limiting or all-inclusive.

19. These insurance requirements are intended to be separate and distinct from any other provision in this agreement and are intended by the parties here to be interpreted as such.

20. The requirements in this Section supersede all other sections and provisions of this Agreement to the extent that any other section or provision conflicts with or impairs the provisions of this Section.

21. Consultant agrees to be responsible for ensuring that no contract used by any party involved in any way with the project reserves the right to charge City or Consultant for the cost of additional insurance coverage required by this agreement. Any such provisions are to be deleted with reference to City. It is not the intent of City to reimburse any third party for the cost of complying with these requirements. There shall be no recourse against City for payment of premiums or other amounts with respect thereto.

22. The City's failure to comply with reporting requirements should not affect coverage required under the Agreement.

23. The consultant's insurance is primary to that of any insurance claimed by the City.

Consultant agrees to provide immediate notice to City of any claim or loss against Consultant arising out of the work performed under this agreement. City assumes no obligation or liability by such notice, but has the right (but not the duty) to monitor the handling of any such claim or claims if they are likely to involve City.

RICH&FA-01 ESILVA1

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 11/8/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER License # 0757776
Santa Barbara, CA - HUB International Insurance Services Inc.
PO Box 3310
Santa Barbara, CA 93130-3310

CONTACT NAME: Elvia Silva
PHONE (A/C, No, Ext): (805) 879-9505 FAX (A/C, No): (805) 617-1762
E-MAIL ADDRESS: elvia.silva@hubinternational.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : West American Insurance Co	44393
INSURER B : American Fire and Casualty Company	24066
INSURER C : CompWest Insurance Company	12177
INSURER D : Travelers Casualty & Surety Company of America	31194
INSURER E :	
INSURER F :	

INSURED
Rich & Famous, Inc.
Big Green Cleaning Company
4860 Calle Real
Santa Barbara, CA 93111

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO-JECT X LOC OTHER:	X	X	BKW2058006336	7/1/2019	7/1/2020	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 100,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY SCHEDULED AUTOS HIRED AUTOS ONLY NON-OWNED AUTOS ONLY			BAW58006336	7/1/2019	7/1/2020	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
B	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 10,000			USA58006336	7/1/2019	7/1/2020	EACH OCCURRENCE AGGREGATE	$ 9,000,000 $ 9,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N Y If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	X	WCV5900250	9/1/2019	9/1/2020	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000
D	Employee Theft			106780839	7/31/2017	7/31/2020	Single Loss Limit	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
City of Carpinteria is included as Additional Insured under the General Liability policy, additional insured coverage applies when required by written contract per the attached form: CG 88 10 04 13.

CERTIFICATE HOLDER

City of Carpinteria
4180 Via Real, Suite B
Carpinteria, CA 93013

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

COMMERCIAL GENERAL LIABILITY EXTENSION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

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With respect to coverage afforded by this endorsement, the provisions of the policy apply unless modified by the endorsement.

A. NON-OWNED AIRCRAFT

Under Paragraph **2. Exclusions** of **Section I – Coverage A - Bodily Injury And Property Damage Liability,** exclusion **g. Aircraft, Auto Or Watercraft** does not apply to an aircraft provided:

1. It is not owned by any insured;
2. It is hired, chartered or loaned with a trained paid crew;
3. The pilot in command holds a currently effective certificate, issued by the duly constituted authority of the United States of America or Canada, designating her or him a commercial or airline pilot; and
4. It is not being used to carry persons or property for a charge.

However, the insurance afforded by this provision does not apply if there is available to the insured other valid and collectible insurance, whether primary, excess (other than insurance written to apply specifically in excess of this policy), contingent or on any other basis, that would also apply to the loss covered under this provision.

B. NON-OWNED WATERCRAFT

Under Paragraph **2. Exclusions** of **Section I – Coverage A – Bodily Injury And Property Damage Liability,**

Subparagraph **(2)** of exclusion **g. Aircraft, Auto Or Watercraft** is replaced by the following:

This exclusion does not apply to:

(2) A watercraft you do not own that is:

(a) Less than 52 feet long; and

(b) Not being used to carry persons or property for a charge.

C. PROPERTY DAMAGE LIABILITY – ELEVATORS

1. Under Paragraph **2. Exclusions** of **Section I – Coverage A – Bodily Injury And Property Damage Liability,** Subparagraphs **(3), (4)** and **(6)** of exclusion **j. Damage To Property** do not apply if such "property damage" results from the use of elevators. For the purpose of this provision, elevators do not include vehicle lifts. Vehicle lifts are lifts or hoists used in automobile service or repair operations.
2. The following is added to **Section IV – Commercial General Liability Conditions,** Condition **4. Other Insurance,** Paragraph **b. Excess Insurance:**

   The insurance afforded by this provision of this endorsement is excess over any property insurance, whether primary, excess, contingent or on any other basis.

D. EXTENDED DAMAGE TO PROPERTY RENTED TO YOU (Tenant's Property Damage)

If Damage To Premises Rented To You is not otherwise excluded from this Coverage Part:

1. Under Paragraph **2. Exclusions of Section I - Coverage A - Bodily Injury and Property Damage Liability:**

   a. The fourth from the last paragraph of exclusion **j. Damage To Property** is replaced by the following:

   Paragraphs **(1), (3)** and **(4)** of this exclusion do not apply to "property damage" (other than damage by fire, lightning, explosion, smoke, or leakage from an automatic fire protection system) to:

   (i) Premises rented to you for a period of 7 or fewer consecutive days; or

   (ii) Contents that you rent or lease as part of a premises rental or lease agreement for a period of more than 7 days.

   Paragraphs **(1), (3)** and **(4)** of this exclusion do not apply to "property damage" to contents of premises rented to you for a period of 7 or fewer consecutive days.

   A separate limit of insurance applies to this coverage as described in **Section III – Limits of Insurance**.

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b. The last paragraph of subsection **2. Exclusions** is replaced by the following:

Exclusions **c.** through **n.** do not apply to damage by fire, lightning, explosion, smoke or leakage from automatic fire protection systems to premises while rented to you or temporarily occupied by you with permission of the owner. A separate limit of insurance applies to Damage To Premises Rented To You as described in **Section III – Limits Of Insurance.**

2. Paragraph **6.** under **Section III – Limits Of Insurance** is replaced by the following:

6. Subject to Paragraph **5.** above, the Damage To Premises Rented To You Limit is the most we will pay under Coverage **A** for damages because of "property damage" to:

a. Any one premise:

(1) While rented to you; or

(2) While rented to you or temporarily occupied by you with permission of the owner for damage by fire, lightning, explosion, smoke or leakage from automatic protection systems; or

b. Contents that you rent or lease as part of a premises rental or lease agreement.

3. As regards coverage provided by this provision **D. EXTENDED DAMAGE TO PROPERTY RENTED TO YOU (Tenant's Property Damage) -** Paragraph **9.a.** of **Definitions** is replaced with the following:

9.a. A contract for a lease of premises. However, that portion of the contract for a lease of premises that indemnifies any person or organization for damage by fire, lightning, explosion, smoke, or leakage from automatic fire protection systems to premises while rented to you or temporarily occupied by you with the permission of the owner, or for damage to contents of such premises that are included in your premises rental or lease agreement, is not an "insured contract".

E. MEDICAL PAYMENTS EXTENSION

If **Coverage C Medical Payments** is not otherwise excluded, the Medical Payments provided by this policy are amended as follows:

Under Paragraph **1. Insuring Agreement** of **Section I – Coverage C – Medical Payments,** Subparagraph **(b)** of Paragraph **a.** is replaced by the following:

(b) The expenses are incurred and reported within three years of the date of the accident; and

F. EXTENSION OF SUPPLEMENTARY PAYMENTS – COVERAGES A AND B

1. Under **Supplementary Payments – Coverages A** and **B,** Paragraph **1.b.** is replaced by the following:

b. Up to **$3,000** for cost of bail bonds required because of accidents or traffic law violations arising out of the use of any vehicle to which the Bodily Injury Liability Coverage applies. We do not have to furnish these bonds.

2. Paragraph **1.d**. is replaced by the following:

d. All reasonable expenses incurred by the insured at our request to assist us in the investigation or defense of the claim or "suit", including actual loss of earnings up to **$500** a day because of time off from work.

G. ADDITIONAL INSUREDS - BY CONTRACT, AGREEMENT OR PERMIT

1. Paragraph **2.** under **Section II – Who Is An Insured** is amended to include as an insured any person or organization whom you have agreed to add as an additional insured in a written contract, written agreement or permit. Such person or organization is an additional insured but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused in whole or in part by:

a. Your acts or omissions, or the acts or omissions of those acting on your behalf, in the performance of your on going operations for the additional insured that are the subject of the written contract or written agreement provided that the "bodily injury" or "property damage" occurs, or the "personal and advertising injury" is committed, subsequent to the signing of such written contract or written agreement; or

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b. Premises or facilities rented by you or used by you; or

c. The maintenance, operation or use by you of equipment rented or leased to you by such person or organization; or

d. Operations performed by you or on your behalf for which the state or political subdivision has issued a permit subject to the following additional provisions:

(1) This insurance does not apply to "bodily injury", "property damage", or "personal and advertising injury" arising out of the operations performed for the state or political subdivision;

(2) This insurance does not apply to "bodily injury" or "property damage" included within the "completed operations hazard".

(3) Insurance applies to premises you own, rent, or control but only with respect to the following hazards:

a) The existence, maintenance, repair, construction, erection, or removal of advertising signs, awnings, canopies, cellar entrances, coal holes, driveways, manholes, marquees, hoist away openings, sidewalk vaults, street banners, or decorations and similar exposures; or

(b) The construction, erection, or removal of elevators; or

(c) The ownership, maintenance, or use of any elevators covered by this insurance.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and

2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

With respect to Paragraph **1.a.** above, a person's or organization's status as an additional insured under this endorsement ends when:

(1) All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or

(2) That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

With respect to Paragraph **1.b.** above, a person's or organization's status as an additional insured under this endorsement ends when their written contract or written agreement with you for such premises or facilities ends.

With respects to Paragraph **1.c.** above, this insurance does not apply to any "occurrence" which takes place after the equipment rental or lease agreement has expired or you have returned such equipment to the lessor.

The insurance provided by this endorsement applies only if the written contract or written agreement is signed prior to the "bodily injury" or "property damage".

We have no duty to defend an additional insured under this endorsement until we receive written notice of a "suit" by the additional insured as required in Paragraph **b.** of Condition **2. Duties In the Event Of Occurrence, Offense, Claim Or Suit** under **Section IV – Commercial General Liability Conditions.**

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2. With respect to the insurance provided by this endorsement, the following are added to Paragraph **2. Exclusions** under **Section I - Coverage A - Bodily Injury And Property Damage Liability:**

This insurance does not apply to:

a. "Bodily injury" or "property damage" arising from the sole negligence of the additional insured.

b. "Bodily injury" or "property damage" that occurs prior to you commencing operations at the location where such "bodily injury" or "property damage" occurs.

c. "Bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:

(1) The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or

(2) Supervisory, inspection, architectural or engineering activities.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage", or the offense which caused the "personal and advertising injury", involved the rendering of, or the failure to render, any professional architectural, engineering or surveying services.

d. "Bodily injury" or "property damage" occurring after:

(1) All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or

(2) That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

e. Any person or organization specifically designated as an additional insured for ongoing operations by a separate **ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS** endorsement issued by us and made a part of this policy.

3. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

a. Required by the contract or agreement; or

b. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

H. PRIMARY AND NON-CONTRIBUTORY ADDITIONAL INSURED EXTENSION

This provision applies to any person or organization who qualifies as an additional insured under any form or endorsement under this policy.

Condition **4. Other Insurance of SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS** is amended as follows:

a. The following is added to Paragraph **a. Primary Insurance:**

If an additional insured's policy has an Other Insurance provision making its policy excess, and you have agreed in a written contract or written agreement to provide the additional insured coverage on a primary and noncontributory basis, this policy shall be primary and we will not seek contribution from the additional insured's policy for damages we cover.

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b. The following is added to Paragraph **b. Excess Insurance:**

When a written contract or written agreement, other than a premises lease, facilities rental contract or agreement, an equipment rental or lease contract or agreement, or permit issued by a state or political subdivision between you and an additional insured does not require this insurance to be primary or primary and non-contributory, this insurance is excess over any other insurance for which the additional insured is designated as a Named Insured.

Regardless of the written agreement between you and an additional insured, this insurance is excess over any other insurance whether primary, excess, contingent or on any other basis for which the additional insured has been added as an additional insured on other policies.

I. ADDITIONAL INSUREDS - EXTENDED PROTECTION OF YOUR "LIMITS OF INSURANCE"

This provision applies to any person or organization who qualifies as an additional insured under any form or endorsement under this policy.

1. The following is added to Condition **2. Duties In The Event Of Occurrence, Offense, Claim or Suit:**

An additional insured under this endorsement will as soon as practicable:

a. Give written notice of an "occurrence" or an offense that may result in a claim or "suit" under this insurance to us;

b. Tender the defense and indemnity of any claim or "suit" to all insurers whom also have insurance available to the additional insured; and

c. Agree to make available any other insurance which the additional insured has for a loss we cover under this Coverage Part.

d. We have no duty to defend or indemnify an additional insured under this endorsement until we receive written notice of a "suit" by the additional insured.

2. The limits of insurance applicable to the additional insured are those specified in a written contract or written agreement or the limits of insurance as stated in the Declarations of this policy and defined in **Section III – Limits of Insurance** of this policy, whichever are less. These limits are inclusive of and not in addition to the limits of insurance available under this policy.

J. WHO IS AN INSURED - INCIDENTAL MEDICAL ERRORS / MALPRACTICE
WHO IS AN INSURED - FELLOW EMPLOYEE EXTENSION - MANAGEMENT EMPLOYEES

Paragraph **2.a.(1)** of **Section II - Who Is An Insured** is replaced with the following:

(1) "Bodily injury" or "personal and advertising injury":

(a) To you, to your partners or members (if you are a partnership or joint venture), to your members (if you are a limited liability company), to a co-"employee" while in the course of his or her employment or performing duties related to the conduct of your business, or to your other "volunteer workers" while performing duties related to the conduct of your business;

(b) To the spouse, child, parent, brother or sister of that co-"employee" or "volunteer worker" as a consequence of Paragraph **(1) (a)** above;

(c) For which there is any obligation to share damages with or repay someone else who must pay damages because of the injury described in Paragraphs **(1) (a)** or **(b)** above; or

(d) Arising out of his or her providing or failing to provide professional health care services. However, if you are not in the business of providing professional health care services or providing professional health care personnel to others, or if coverage for providing professional health care services is not otherwise excluded by separate endorsement, this provision (Paragraph **(d)**) does not apply.

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Paragraphs **(a)** and **(b)** above do not apply to "bodily injury" or "personal and advertising injury" caused by an "employee" who is acting in a supervisory capacity for you. Supervisory capacity as used herein means the "employee's" job responsibilities assigned by you, includes the direct supervision of other "employees" of yours. However, none of these "employees" are insureds for "bodily injury" or "personal and advertising injury" arising out of their willful conduct, which is defined as the purposeful or willful intent to cause "bodily injury" or "personal and advertising injury", or caused in whole or in part by their intoxication by liquor or controlled substances.

The coverage provided by provision **J.** is excess over any other valid and collectable insurance available to your "employee".

K. NEWLY FORMED OR ADDITIONALLY ACQUIRED ENTITIES

Paragraph **3.** of **Section II - Who Is An Insured** is replaced by the following:

3. Any organization you newly acquire or form and over which you maintain ownership or majority interest, will qualify as a Named Insured if there is no other similar insurance available to that organization. However:

a. Coverage under this provision is afforded only until the expiration of the policy period in which the entity was acquired or formed by you;

b. Coverage **A** does not apply to "bodily injury" or "property damage" that occurred before you acquired or formed the organization; and

c. Coverage **B** does not apply to "personal and advertising injury" arising out of an offense committed before you acquired or formed the organization.

d. Records and descriptions of operations must be maintained by the first Named Insured.

No person or organization is an insured with respect to the conduct of any current or past partnership, joint venture or limited liability company that is not shown as a Named Insured in the Declarations or qualifies as an insured under this provision.

L. FAILURE TO DISCLOSE HAZARDS AND PRIOR OCCURRENCES

Under **Section IV – Commercial General Liability Conditions,** the following is added to Condition **6. Representations:**

Your failure to disclose all hazards or prior "occurrences" existing as of the inception date of the policy shall not prejudice the coverage afforded by this policy provided such failure to disclose all hazards or prior "occurrences" is not intentional.

M. KNOWLEDGE OF OCCURRENCE, OFFENSE, CLAIM OR SUIT

Under **Section IV – Commercial General Liability Conditions,** the following is added to Condition **2. Duties In The Event of Occurrence, Offense, Claim Or Suit:**

Knowledge of an "occurrence", offense, claim or "suit" by an agent, servant or "employee" of any insured shall not in itself constitute knowledge of the insured unless an insured listed under Paragraph **1.** of **Section II – Who Is An Insured** or a person who has been designated by them to receive reports of "occurrences", offenses, claims or "suits" shall have received such notice from the agent, servant or "employee".

N. LIBERALIZATION CLAUSE

If we revise this Commercial General Liability Extension Endorsement to provide more coverage without additional premium charge, your policy will automatically provide the coverage as of the day the revision is effective in your state.

O. BODILY INJURY REDEFINED

Under **Section V – Definitions,** Definition **3.** is replaced by the following:

3. "Bodily Injury" means physical injury, sickness or disease sustained by a person. This includes mental anguish, mental injury, shock, fright or death that results from such physical injury, sickness or disease.

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P. EXTENDED PROPERTY DAMAGE

Exclusion a. of **COVERAGE A. BODILY INJURY AND PROPERTY DAMAGE LIABILITY** is replaced by the following:

a. Expected Or Intended Injury

"Bodily injury" or "property damage" expected or intended from the standpoint of the insured. This exclusion does not apply to "bodily injury" or "property damage" resulting from the use of reasonable force to protect persons or property.

Q. WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US – WHEN REQUIRED IN A CONTRACT OR AGREEMENT WITH YOU

Under **Section IV – Commercial General Liability Conditions,** the following is added to Condition **8. Transfer Of Rights Of Recovery Against Others To Us:**

We waive any right of recovery we may have against a person or organization because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard" provided:

1. You and that person or organization have agreed in writing in a contract or agreement that you waive such rights against that person or organization; and

2. The injury or damage occurs subsequent to the execution of the written contract or written agreement.

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WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT – CALIFORNIA

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

You must maintain payroll records accurately segregating the remuneration of your employees while engaged in the work described in the Schedule.

The additional premium for this endorsement shall be $ 500

Schedule

Any person or organization that you perform work for that is liable for an injury, covered by this policy, that prior to the injury has written contract requiring a waiver of our right to recover from them.

Person or Organization	Job Description

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective 09/01/2019 Policy No. WCV 5900250 Endorsement No. 000

Insured RICH AND FAMOUS INC

Insurance Company COMPWEST INSURANCE COMPANY Countersigned by _____

Client#: 1086878 INTERCON35

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 11/07/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
USI Insurance Services, LLC P.O. Box 7050 Englewood, CO 80155 800 873-8500	PHONE (A/C, No, Ext): 800 873-8500	FAX (A/C, No):
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Travelers Property Cas. Co. of America	25674
INSURED Interwest Consulting Group Inc P.O. Box 18330 Boulder, CO 80308	INSURER B : XL Specialty Insurance Company	37885
	INSURER C : Travelers Indemnity Company of CT	25682
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY	X	X	6806H441235	11/14/2019	10/01/2020	EACH OCCURRENCE	$1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$1,000,000
							MED EXP (Any one person)	$10,000
							PERSONAL & ADV INJURY	$1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$2,000,000
	POLICY X PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$2,000,000
	OTHER:							$
C	AUTOMOBILE LIABILITY	X	X	BA0J093233	11/14/2019	10/01/2020	COMBINED SINGLE LIMIT (Ea accident)	$1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB X OCCUR	X	X	CUP2F178249	11/14/2019	10/01/2020	EACH OCCURRENCE	$4,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$4,000,000
	DED X RETENTION $0							$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N		X	UB8J034006	11/14/2019	10/01/2020	X PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? N	N / A					E.L. EACH ACCIDENT	$1,000,000
	(Mandatory in NH)						E.L. DISEASE - EA EMPLOYEE	$1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT	$1,000,000
B	Professional Liab Pollution Liab Claims Made		X	DPR9951576	11/14/2019	11/14/2020	$2,000,000 per claim $5,000,000 annl aggr.	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

As required by written contract or written agreement, the following provisions apply subject to the policy terms, conditions, limitations and exclusions: The Certificate Holder and owner are included as Automatic Additional Insured's for ongoing and completed operations under General Liability; Designated Insured under Automobile Liability; and Additional Insureds under Umbrella / Excess Liability but only with respect to liability arising out of the Named Insured work performed on behalf of the certificate holder and owner.
(See Attached Descriptions)

CERTIFICATE HOLDER

City of Carpinteria
5775 Carpinteria Ave.
Carpinteria, CA 93013

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



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ADKZP

DESCRIPTIONS (Continued from Page 1)

The General Liability, Automobile Liability, Umbrella/Excess insurance applies on a primary and non contributory basis. A Blanket Waiver of Subrogation applies for General Liability, Automobile Liability, Umbrella/Excess Liability and Workers Compensation. The Umbrella / Excess Liability policy provides excess coverage over the General Liability, Automobile Liability and Employers Liability.

Please note that Additional Insured status does not apply to Professional Liability or Workers' Compensation.

RE: Carpinteria Traffic Engineer Augmentation Services.
Additional Insureds: City of Carpinteria, its officials, employees, volunteers and agents.

GENERAL PURPOSE ENDORSEMENT POLICY NUMBER: 6806H441235

OFFICE PAC ISSUE DATE:

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

CG2037 (07-04) - ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS - COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS -COMPLETED OPERATIONS

THIS ENDORSEMENT MODIFIES INSURANCE PROVIDED UNDER THE FOLLOWING:
COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

NAMES OF ADDITIONAL INSURED PERSON(S) OR ORGANIZATION(S):
Any person or organization that you agree in a written contract to include as an additional insured on this Coverage Part for "bodily injury" or "property damage" included in the products-completed operations hazard, provided that such contract was signed and executed by you before, and is in effect when, the "bodily injury or "property damage" occurs.

LOCATION AND DESCRIPTION OF COMPLETED OPERATIONS:Any project to which a written contract with the Additional Insured Person(s) or Organization(s) in the Schedule applies.

(INFORMATION REQUIRED TO COMPLETE THIS SCHEDULE, IF NOT SHOWN ABOVE, WILL BE SHOWN IN THE DECLARATIONS.)

A. SECTION II - WHO IS AN INSURED IS AMENDED TO INCLUDE AS AN ADDITIONAL INSURED THE PERSON(S) OR ORGANIZATION(S) SHOWN IN THE SCHEDULE, BUT ONLY WITH RESPECT TO LIABILITY FOR "BODILY INJURY", "PROPERTY DAMAGE" CAUSED, IN WHOLE OR IN PART, BY "YOUR WORK" AT THE LOCATION DESIGNATED AND DESCRIBED IN THE SCHEDULE OF THIS ENDORSEMENT PERFORMED FOR THAT ADDITIONAL INSURED AND INCLUDED IN THE "PRODUCTS-COMPLETED OPERATIONS HAZARD".

CG 20 37 07 04

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GENERAL PURPOSE ENDORSEMENT POLICY NUMBER: 6806H441235

OFFICE PAC ISSUE DATE:

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

CGD361 (03-05) - ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS - SCHEDULED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS - SCHEDULED PERSON OR ORGANIZATION

THIS ENDORSEMENT MODIFIES INSURANCE PROVIDED UNDER THE FOLLOWING:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

NAMES OF ADDITIONAL INSURED PERSON(S) OR ORGANIZATION(S):
Any person or organization that you agree in a written contract to include as an additional insured on this Coverage Part, provided that such written contract was signed and executed by you before,and is in effect when, the "bodily injury" or "property damage" occurs or the "personal injury" or "advertising injury" offense is committed.

LOCATION OF COVERED OPERATIONS:
Any project to which a written contract with the Additional Insured Person(s) or Organization(s) in the Schedule applies.

(INFORMATION REQUIRED TO COMPLETE THIS SCHEDULE, IF NOT SHOWN ABOVE, WILL BE SHOWN IN THE DECLARATIONS.)

A. SECTION II - WHO IS AN INSURED IS AMENDED TO INCLUDE AS AN ADDITIONALINSURED THE PERSON(S) OR ORGANIZATION(S) SHOWN IN THE SCHEDULE, BUT ONLY WITH RESPECT TO LIABILITY FOR "BODILY INJURY", "PROPERTY DAMAGE", PERSONAL INJURY OR "ADVERTISING INJURY" CAUSED, IN WHOLE OR IN PART, BY:
1. YOUR ACTS OR OMISSIONS; OR
2. THE ACTS OR OMISSIONS OF THOSE ACTING ON YOUR BEHALF; IN THE PERFORMANCE OF YOUR ONGOING OPERATIONS FOR THE ADDITIONAL INSURED(S) AT THE LOCATION(S) DESIGNATED ABOVE.
B. WITH RESPECT TO THE INSURANCE AFFORDED TO THESE ADDITIONAL INSURED, THE FOLLOWING ADDITIONAL EXCLUSIONS APPLY:THIS INSURED DOES NOT APPLY TO

GENERAL PURPOSE ENDORSEMENT POLICY NUMBER: 6806H441235

OFFICE PAC ISSUE DATE:

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

CGD361 (03-05) - ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS - SCHEDULED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

"BODILY INJURY" OR "PROPERTY DAMAGE" OCCURRING, OR "PERSONAL INJURY" OR "ADVERTISING INJURY" ARISING OUT OF AN OFFENSE COMMITTED, AFTER:

1. ALL WORK, INCLUDING MATERIALS, PARTS OR EQUIPMENT FURNISHED IN CONNECTION WITH SUCH WORK, ON THE PROJECT (OTHER THAN SERVICE, MAINTENANCE OR REPAIRS) TO BE PERFORMED BY OR ON BEHALF OF THE ADDITIONAL INSURED(S) AT THE LOCATION OF THE COVERED OPERATIONS HAS BEEN COMPLETED; OR
2. THAT PORTION OF "YOUR WORK" OUT OF WHICH THE INJURY OR DAMAGE ARISES HAS BEEN PUT TO ITS INTENDED USE BY ANY PERSON OR ORGANIZATION OTHER THAN ANOTHER CONTRACTOR OR SUBCONTRACTOR ENGAGED IN PERFORMING OPERATIONS FOR A PRINCIPAL AS A PART OF THE SAME PROJECT.

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GENERAL PURPOSE ENDORSEMENT POLICY NUMBER: 6806H441235

OFFICE PAC ISSUE DATE:

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

CGD425 (07-08) - OTHER INSURANCE ADDITIONAL INSUREDS PRIMARY AND NONCONTRIBUTORY WITH RESPECT TO CERTAIN OTHER INSURANCE

This endorsement modifies insurance provided under the following:

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

OTHER INSURANCE - ADDITIONAL INSUREDS - PRIMARY AND NON-CONTRIBUTORY WITH RESPECT TO CERTAIN OTHER INSURANCE

This endorsement modifies insurance provided under the following:
COMMERCIAL GENERAL LIABILITY COVERAGE PART

The following is added to Paragraph 4. a., Primary Insurance, of SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS:

However, if you specifically agree in a written contract or agreement that the insurance afforded to an additional insured under this Coverage Part must apply on a primary basis, or a primary and non-contributory basis, this insurance is primary to other insurance that is available to such additional insured which covers such additional insured as a named insured, and we will not share with that other insurance, provided that:

(1) The "bodily injury" or "property damage" for which coverage is sought is caused by an "occurrence" that takes place; and

(2) The "personal injury" or "advertising injury" for which coverage is sought arises out of an offense that is committed; subsequent to the signing and execution of that contract or agreement by you.

CG D4 25 07 08

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GENERAL PURPOSE ENDORSEMENT POLICY NUMBER: 6806H441235

OFFICE PAC ISSUE DATE:

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

CG2404 (10-93) - WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:
COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name of Person or Organization:
Any person or organization that you have agreed in a written contract or agreement to waive your right of recovery against, but only for payments we make because of:
1."Bodily injury" or "property damage" that occurs; or
2."Personal injury" or "advertising injury" caused by an offense committed; after you have executed that contract or agreement.

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

The TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US Condition (Section IV-COMMERCIAL GENERAL LIABILITY CONDITIONS) is amended by the addition of the following:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazards." This waiver applies only to the person or organization shown in the Schedule above.

CG 24 04 10 93

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GENERAL PURPOSE ENDORSEMENT POLICY NUMBER: 6806H441235

OFFICE PAC ISSUE DATE:

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

CG2404 (10-93) - WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

AUTO COVERAGE PLUS ENDORSEMENT

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

GENERAL DESCRIPTION OF COVERAGE – This endorsement broadens coverage. However, coverage for any injury, damage or medical expenses described in any of the provisions of this endorsement may be excluded or limited by another endorsement to the Coverage Part, and these coverage broadening provisions do not apply to the extent that coverage is excluded or limited by such an endorsement. The following listing is a general coverage description only. Limitations and exclusions may apply to these coverages. Read all the provisions of this endorsement and the rest of your policy carefully to determine rights, duties, and what is and is not covered.

A. **BLANKET ADDITIONAL INSURED**
B. **EMPLOYEE HIRED AUTO**
C. **EMPLOYEES AS INSURED**
D. **SUPPLEMENTARY PAYMENTS – INCREASED LIMITS**
E. **TRAILERS – INCREASED LOAD CAPACITY**
F. **HIRED AUTO PHYSICAL DAMAGE**
G. **PHYSICAL DAMAGE – TRANSPORTATION EXPENSES – INCREASED LIMIT**
H. **AUDIO, VISUAL AND DATA ELECTRONIC EQUIPMENT – INCREASED LIMIT**
I. **WAIVER OF DEDUCTIBLE – GLASS**
J. **PERSONAL PROPERTY**
K. **AIRBAGS**
L. **AUTO LOAN LEASE GAP**
M. **BLANKET WAIVER OF SUBROGATION**

A. BLANKET ADDITIONAL INSURED

The following is added to Paragraph **A.1., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

Any person or organization who is required under a written contract or agreement between you and that person or organization, that is signed and executed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period, to be named as an additional insured is an "insured" for Covered Autos Liability Coverage, but only for damages to which this insurance applies and only to the extent that person or organization qualifies as an "insured" under the Who Is An Insured provision contained in Section II.

B. EMPLOYEE HIRED AUTO

1. The following is added to Paragraph **A.1., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

   An "employee" of yours is an "insured" while operating a covered "auto" hired or rented under a contract or agreement in an "employee's" name, with your permission, while performing duties related to the conduct of your business.

2. The following replaces Paragraph **b.** in **B.5., Other Insurance**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:

   b. For Hired Auto Physical Damage Coverage, the following are deemed to be covered "autos" you own:

   (1) Any covered "auto" you lease, hire, rent or borrow; and

   (2) Any covered "auto" hired or rented by your "employee" under a contract in an "employee's" name, with your permission, while performing duties related to the conduct of your business.

   However, any "auto" that is leased, hired, rented or borrowed with a driver is not a covered "auto".

C. EMPLOYEES AS INSURED

The following is added to Paragraph **A.1., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

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Any "employee" of yours is an "insured" while using a covered "auto" you don't own, hire or borrow in your business or your personal affairs.

D. SUPPLEMENTARY PAYMENTS – INCREASED LIMITS

1. The following replaces Paragraph **A.2.a.(2)** of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

   (2) Up to $3,000 for cost of bail bonds (including bonds for related traffic law violations) required because of an "accident" we cover. We do not have to furnish these bonds.

2. The following replaces Paragraph **A.2.a.(4)** of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

   (4) All reasonable expenses incurred by the "insured" at our request, including actual loss of earnings up to $500 a day because of time off from work.

E. TRAILERS – INCREASED LOAD CAPACITY

The following replaces Paragraph **C.1.** of **SECTION I – COVERED AUTOS:**

1. "Trailers" with a load capacity of 3,000 pounds or less designed primarily for travel on public roads.

F. HIRED AUTO PHYSICAL DAMAGE

The following is added to Paragraph **A.4., Coverage Extensions**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

Hired Auto Physical Damage Coverage

If hired "autos" are covered "autos" for Covered Autos Liability Coverage but not covered "autos" for Physical Damage Coverage, and this policy also provides Physical Damage Coverage for an owned "auto", then the Physical Damage Coverage is extended to "autos" that you hire, rent or borrow subject to the following:

(1) The most we will pay for "loss" to any one "auto" that you hire, rent or borrow is the lesser of:

   (a) $50,000;

   (b) The actual cash value of the damaged or stolen property as of the time of the "loss"; or

   (c) The cost of repairing or replacing the damaged or stolen property with other property of like kind and quality.

(2) An adjustment for depreciation and physical condition will be made in determining actual cash value in the event of a total "loss".

(3) If a repair or replacement results in better than like kind or quality, we will not pay for the amount of betterment.

(4) A deductible equal to the highest Physical Damage deductible applicable to any owned covered "auto".

(5) This Coverage Extension does not apply to:

   (a) Any "auto" that is hired, rented or borrowed with a driver; or

   (b) Any "auto" that is hired, rented or borrowed from your "employee".

G. PHYSICAL DAMAGE – TRANSPORTATION EXPENSES – INCREASED LIMIT

The following replaces the first sentence in Paragraph **A.4.a., Transportation Expenses**, of **SECTION III – PHYSICAL DAMAGE COVERAGE:**

We will pay up to $50 per day to a maximum of $1,500 for temporary transportation expense incurred by you because of the total theft of a covered "auto" of the private passenger type.

H. AUDIO, VISUAL AND DATA ELECTRONIC EQUIPMENT – INCREASED LIMIT

Paragraph **C.1.b.** of **SECTION III – PHYSICAL DAMAGE COVERAGE** is deleted.

I. WAIVER OF DEDUCTIBLE – GLASS

The following is added to Paragraph **D., Deductible**, of **SECTION III – PHYSICAL DAMAGE COVERAGE:**

No deductible for a covered "auto" will apply to glass damage if the glass is repaired rather than replaced.

J. PERSONAL PROPERTY

The following is added to Paragraph **A.4., Coverage Extensions**, of **SECTION III – PHYSICAL DAMAGE COVERAGE:**

Personal Property Coverage

We will pay up to $400 for "loss" to wearing apparel and other personal property which is:

(1) Owned by an "insured"; and

(2) In or on your covered "auto".

This coverage only applies in the event of a total theft of your covered "auto".

No deductibles apply to Personal Property coverage.

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K. AIRBAGS

The following is added to Paragraph **B.3., Exclusions**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

Exclusion **3.a.** does not apply to "loss" to one or more airbags in a covered "auto" you own that inflate due to a cause other than a cause of "loss" set forth in Paragraphs **A.1.b.** and **A.1.c.**, but only:

a. If that "auto" is a covered "auto" for Comprehensive Coverage under this policy;

b. The airbags are not covered under any warranty; and

c. The airbags were not intentionally inflated.

We will pay up to a maximum of $1,000 for any one "loss".

L. AUTO LOAN LEASE GAP

The following is added to Paragraph **A.4., Coverage Extensions**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

Auto Loan Lease Gap Coverage for Private Passenger Type Vehicles

In the event of a total "loss" to a covered "auto" of the private passenger type shown in the Schedule or Declarations for which Physical Damage Coverage is provided, we will pay any unpaid amount due on the lease or loan for such covered "auto" less the following:

(1) The amount paid under the Physical Damage Coverage Section of the policy for that "auto"; and

(2) Any:

(a) Overdue lease or loan payments at the time of the "loss";

(b) Financial penalties imposed under a lease for excessive use, abnormal wear and tear or high mileage;

(c) Security deposits not returned by the lessor;

(d) Costs for extended warranties, Credit Life Insurance, Health, Accident or Disability Insurance purchased with the loan or lease; and

(e) Carry-over balances from previous loans or leases.

M. BLANKET WAIVER OF SUBROGATION

The following replaces Paragraph **A.5., Transfer Of Rights Of Recovery Against Others To Us**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:

5. Transfer Of Rights Of Recovery Against Others To Us

We waive any right of recovery we may have against any person or organization to the extent required of you by a written contract executed prior to any "accident" or "loss", provided that the "accident" or "loss" arises out of the operations contemplated by such contract. The waiver applies only to the person or organization designated in such contract.

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TRAVELERS

ONE TOWER SQUARE
HARTFORD CT 06183

WORKERS COMPENSATION
AND
EMPLOYERS LIABILITY POLICY

ENDORSEMENT WC 99 03 76 (A)

POLICY NUMBER: UB-8J034006

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT – CALIFORNIA (BLANKET WAIVER)

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule.

The additional premium for this endorsement shall be 3.00 % of the California workers' compensation premium.

Schedule

Person or Organization	Job Description
ANY PERSON OR ORGANIZATION FOR WHICH THE INSURED HAS AGREED BY WRITTEN CONTRACT EXECUTED PRIOR TO LOSS TO FURNISH THIS WAIVER.	ENGINEERS PLAN

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective Policy No. Endorsement No.
Insured Premium

Insurance Company Countersigned by _____

DATE OF ISSUE: ST ASSIGN:

EXHIBIT D

WORKERS' COMPENSATION REQUIREMENTS

The Consultant is required to sign and file a statement acknowledging its obligation to secure payment of Workers' Compensation before beginning work.

ACKNOWLEDGEMENT OF WORKERS' COMPENSATION OBLIGATION

I, Allen Williams, hereby acknowledge my obligation to secure payment of Workers' Compensation before beginning work.

Big Green Cleaning Company

By:_____
Allen Williams, President

Dated: 12/9/19

EXHIBIT E

RESOLUTION OF CONSTRUCTION CLAIMS

The following pertains to Public Contract Code Sections 20104 through 20104.6 (Resolution of Construction Claims)

1. This article applies to all public works claims of three hundred seventy-five thousand dollars ($375,000) or less which arise between a contractor and a local agency.

2. This article shall not apply to any claims resulting from a contract between a contractor and a public agency when the public agency has elected to resolve any disputes pursuant to Article 7.1 (commencing with Section 10240) of Chapter 1 of Part 2.

3. "Public work" means "public works contract" as defined in Section 1101 but does not include any work or improvement contracted for by the state or the Regents of the University of California.

4. "Claim" means a separate demand by the contractor for (a) a time extension, (b) payment of money or damages arising from work done by, or on behalf of, the contractor pursuant to the contract for a public work and payment of which is not otherwise expressly provided for or the claimant is not otherwise entitled to, or (c) an amount the payment of which is disputed by the local agency.

5. The provisions of this article or a summary thereof shall be set forth in the plans or specifications for any work which may give rise to a claim under this article.

6. This article applies only to contracts entered into on or after January 1, 1991.

7. For any claim subject to this Agreement, the following requirements apply:

   a. The claim shall be in writing and include the documents necessary to substantiate the claim. Claims must be filed on or before the date of final payment. Nothing in this subdivision is intended to extend the time limit or supersede notice requirements otherwise provided by contract for the filing of claims.

   b. (1) For claims of less than fifty thousand dollars ($50,000), the City shall respond in writing to any written claim within 45 days of receipt of the claim, or may request, in writing, within 30 days of receipt of the claim, any additional documentation supporting the claim or relating to defenses to the claim the City may have against the claimant.

      (2) If additional information is thereafter required, it shall be requested and provided pursuant to this subdivision, upon mutual agreement of the City and the claimant.

(3) The City's written response to the claim, as further documented, shall be submitted to the claimant within 15 days after receipt of the further documentation or within a period of time no greater than that taken by the claimant in producing the additional information, whichever is greater.

c. (1) For claims of over fifty thousand dollars ($50,000) and less than or equal to three hundred seventy-five thousand dollars ($375,000), the City shall respond in writing to all written claims within 60 days of receipt of the claim, or may request, in writing, within 30 days of receipt of the claim, any additional documentation supporting the claim or relating to defenses to the claim the City may have against the claimant.

(2) If additional information is thereafter required, it shall be requested and provided pursuant to this subdivision, upon mutual agreement of the City and the claimant.

(3) The City's written response to the claim, as further documented, shall be submitted to the claimant within 30 days after receipt of the further documentation, or within a period of time no greater than that taken by the claimant in producing the additional information or requested documentation, whichever is greater.

d. If the claimant disputes the City's written response, or the City fails to respond within the time prescribed, the claimant may so notify the City, in writing, either within 15 days of receipt of the City's response or within 15 days of the City's failure to respond within the time prescribed, respectively, and demand an informal conference to meet and confer for settlement of the issues in dispute. Upon a demand, the City shall schedule a meet and confer conference within 30 days for settlement of the dispute.

e. Following the meet and confer conference, if the claim or any portion remains in dispute, the claimant may file a claim as provided in Chapter 1 (commencing with Section 900) and Chapter 2 (commencing with Section 910) of Part 3 of Division 3.6 of Title 1 of the Government Code. For purposes of those provisions, the running of the period of time within which a claim must be filed shall be tolled from the time the claimant submits his or her written claim pursuant to subdivision (a) until the time that claim is denied as a result of the meet and confer process, including any period of time utilized by the meet and confer process.

f. This article does not apply to tort claims and nothing in this article is intended nor shall be construed to change the time periods for filing tort claims or actions specified by Chapter 1 (commencing with Section 900) and Chapter 2 (commencing with Section 910) of Part 3 of Division 3.6 of Title 1 of the Government Code.

The following procedures are established for all civil actions filed to resolve claims subject to this article:

8. Within 60 days, but no earlier than 30 days, following the filing or responsive pleadings, the court shall submit the matter to nonbinding mediation unless waived by mutual stipulation of both parties. The mediation process shall provide for the selection within 15 days by both

parties of a disinterested third person as mediator, shall be commenced within 30 days of the submittal, and shall be concluded within 15 days from the commencement of the mediation unless a time requirement is extended upon a good cause showing to the court or by stipulation of both parties. If the parties fail to select a mediator within the 15-day period, any party may petition the court to appoint the mediator.

9. (a) If the matter remains in dispute, the case shall be submitted to judicial arbitration pursuant to Chapter 2.5 (commencing with Section 1141.10) of Title 3 of Part 3 of the Code of Civil Procedure, notwithstanding Section 1141.11 of that code. The Civil Discovery Act (Title 4 (commencing with Section 2016.010) of Part 4 of the Code of Civil Procedure) shall apply to any proceeding brought under this subdivision consistent with the rules pertaining to judicial arbitration.

(b) Notwithstanding any other provision of law, upon stipulation of the parties, arbitrators appointed for purposes of this article shall be experienced in construction law, and, upon stipulation of the parties, mediators and arbitrators shall be paid necessary and reasonable hourly rates of pay not to exceed their customary rate, and such fees and expenses shall be paid equally by the parties, except in the case of arbitration where the arbitrator, for good cause, determines a different division. In no event shall these fees or expenses be paid by state or county funds.

(c) In addition to Chapter 2.5 (commencing with Section 1141.10) of Title 3 of Part 3 of the Code of Civil Procedure, any party who after receiving an arbitration award requests a trial de novo but does not obtain a more favorable judgment shall, in addition to payment of costs and fees under that chapter, pay the attorney's fees of the other party arising out of the trial de novo.

10. The court may, upon request by any party, order any witnesses to participate in the mediation or arbitration process.

11. The City shall not fail to pay money as to any portion of a claim which is undisputed except as otherwise provided in the contract.

13. In any suit filed under Section 20104.4, the City shall pay interest at the legal rate on any arbitration award or judgment. The interest shall begin to accrue on the date the suit is filed in a court of law.

14. Pursuant to California Public Contract Code Section 7201, the City may not retain greater than five (5%) percent of contract price.

City of Carpinteria

COUNCIL AGENDA STAFF REPORT
January 13, 2025

ITEM FOR COUNCIL CONSIDERATION

Agreement for Operation of a Countywide Library System between the County of Santa Barbara and the City of Carpinteria.

STAFF RECOMMENDATION

Approve and authorize the Mayor to execute the Library Agreement between the County of Santa Barbara and the City of Carpinteria.

Sample Motion:

I move to approve and authorize the Mayor to execute the Library Agreement between the County of Santa Barbara and the City of Carpinteria.

BACKGROUND

On July 1, 2022, the City of Carpinteria began managing the Carpinteria Community Library in the established Library Zone 5. Zone 5 includes the City of Carpinteria and unincorporated areas from the Ventura County Line to Toro Canyon. The service area population estimate for Zone 5 for fiscal year 2023-2024 is 16,535.

As one of the five Managing Cities[1] providing library services to unincorporated areas and branch libraries within Santa Barbara County, the City of Carpinteria is required to enter the Library Agreement with the County for the operation of the Countywide Library System (Attachment A).

Each year the County of Santa Barbara enters into a Library Agreement with the Managing Cities in order to operate a network of library services. The stated purpose of

[1] Includes Santa Barbara, Lompoc, Santa Maria, Goleta, and Carpinteria

the Library Agreement includes to provide open access to resources and ideas that inspire learning, promote reading, and enhance community life to all inhabitants of the County of Santa Barbara. By having a Library Agreement in place, it ensures that service levels remain constant across the County. It is known that library users' cross jurisdictional boundaries and therefore offering a Countywide network of libraries best serves the needs of library users.

The Agreement was executed by the County Board of Supervisors Chair and the Minute Order from December 17, 2024 (Attachment B).

DISCUSSION

The Agreement includes provisions concerning the minimum standards by which libraries in the Countywide Library System are operated as well as how county funding is allocated to Managing Cities.

The Countywide Library Agreement provides for the continued funding of Library Services for Santa Barbara County residents at a per capita rate of $9.15, an increase of $0.27. The Countywide Library Agreement also establishes boundaries for the five Zones. The Zone boundaries determine service area populations.

Finally, since 2002, the City of Carpinteria and County of Santa Barbara have been operating the Veterans Hall pursuant a lease agreement. An amendment to the Veterans Hall lease agreement to include, among other things, adding the Library space, is still being negotiated.

POLICY CONSISTENCY

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

FINANCIAL CONSIDERATIONS

Under the terms of the Agreement, Carpinteria will receive $151,945 in Santa Barbara County contribution to the overall Library budget. The County per capita funding, Measure X funds, grants, and funding from the Friends of the Carpinteria Library help the Carpinteria Community Library meet its budgetary needs.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

The Countywide Library Agreement has been previously reviewed by the City Attorney, with only minor changes made to reflect per capita allocations and service area population.

OPTIONS

1. Approve the Agreement for Operation of a Countywide Library System between the County of Santa Barbara and the City of Carpinteria.
2. Not approve the Agreement for Operation of a Countywide Library System between the County of Santa Barbara and the City of Carpinteria and direct staff to bring a revised Library System Agreement to Council at a future date.
3. Not approve the Agreement for Operation of a Countywide Library System between the County of Santa Barbara and the City of Carpinteria.

PRINCIPAL PARTIES EXPECTED AT MEETING

No principal parties expected at the meeting.

ATTACHMENTS

A. Agreement for Operation of a Countywide Library System
B. Santa Barbara County Minute Order of December 17, 2024

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

Signature

Staff contact: Jeanette Gant, Director of Parks, Recreation and Community Services
(805) 755-4449, jeanetteg@carpinteriaca.gov

Signature

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

Signature

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

Signature

ATTACHMENT A

Agreement for Operation of a Countywide Library System

Docusign Envelope ID: 2AB6B2A5-7743-4C80-88FD-9FAC133B4668

AGREEMENT FOR OPERATION OF A FREE COUNTYWIDE LIBRARY SYSTEM

THIS AGREEMENT FOR OPERATION OF A FREE COUNTYWIDE LIBRARY SYSTEM ("Agreement") is hereby made by and among:

THE COUNTY OF SANTA BARBARA, a political subdivision of the State of California hereinafter, referred to as "County,"

CITY OF SANTA BARBARA, a municipal corporation, hereinafter referred to as "Santa Barbara," and

CITY OF LOMPOC, a municipal corporation, hereinafter referred to as "Lompoc," and

CITY OF SANTA MARIA, a municipal corporation, hereinafter referred to as "Santa Maria," and

CITY OF CARPINTERIA, a municipal corporation, hereinafter referred to as "Carpinteria," and

CITY OF GOLETA, a municipal corporation, hereinafter referred to as "Goleta" (Santa Barbara, Carpinteria, Lompoc, Santa Maria, and Goleta hereinafter referred to collectively as the "Managing Cities" and each individually as a "Managing City").

WITNESSETH THAT:

WHEREAS, the parties hereto desire to operate a Countywide network of library services that provide for all inhabitants of the County of Santa Barbara open access to diverse resources and ideas that inspire learning, promote reading and enhance community life; and

WHEREAS, the parties hereto desire to contract for the furnishing to all inhabitants ofthe County, including residents within cities, an equitable level of Countywide library services; and

WHEREAS, the parties hereto recognize that, because library users cross jurisdictional boundaries, a Countywide network of library services best serves the needs of all users; and

WHEREAS, the parties hereto believe such services can be most efficiently provided through the use of existing facilities within and outside of the five Managing Cities without the creation of County-operated duplicate establishments; and

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WHEREAS, the parties hereto believe the fairest method of equalizing County funding for library services is for the County to contribute to the Managing Cities a given and equal amount of money for each person residing within their respective zones, with additional funds allocated annually for County branch libraries as hereinafter provided; and

WHEREAS, the parties hereto desire to memorialize herein their agreement that the sums hereinafter specified will be sufficient contribution by the County during the term of this Agreement; and

WHEREAS, each Managing City, with the exception of Santa Barbara, is a member of the Black Gold cooperative library system, a service agency established by the authorization of the Public Library Development Act of 1963, since such membership is extended to the incorporated as well as the unincorporated areas of the County; and

WHEREAS, it is the intent of the parties hereto to use reliable local public revenue to fund core library services; federal, state and philanthropic money, if available, shall be used to supplement, but not supplant, local revenues appropriated for public libraries; and

WHEREAS, in order to maintain service levels, funding from the County, Managing Cities and other jurisdictions should include annual increases according to an accepted regional consumer price index; and

WHEREAS, the parties hereto desire to work together and with other jurisdictions to increase funding and service levels for the Countywide network of library services.

NOW, THEREFORE, the parties hereto agree as follows:

1. Designated Representative

County's Community Services Department ("CSD") Director is the designated representative of County, and will administer this Agreement for and on behalf of County. Each of the Managing Cities' respective Library Directors is the designated representative for such Managing City. Each party hereto shall notify each of the other parties hereto in the event of a change of such party's designated representative.

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2. Services to be Rendered

A map of Santa Barbara County Library Zones ("Zones," and each a "Zone") is attached hereto as Exhibit A and incorporated herein by reference ("Zone Map"). Each Managing City shall assume and provide the services of a public library for the Zone assigned to such Managing City hereunder, including, but not limited to, within the incorporated cities within such Zone, as described in greater detail in Section 5, below. The Library Director for each Managing City shall plan and administer a consolidated library program in the incorporated and unincorporated areas of the such Managing City's Zone.

All materials purchased by a jurisdiction within the County of Santa Barbara shall be available to all residents within the County of Santa Barbara via a direct loan or interlibrary loan, without charge. Each Managing City is encouraged to build collections that reflect community needs and wants within its assigned Zone, and may set restrictions on interlibrary loans of certain materials such as new titles and high demand items (for a period up to six (6) months), reference materials, and rotating or rental collections.

3. Term

The term of this Agreement shall be for the Fiscal Year 2024-2025, commencing on July 1, 2024, and terminating on June 30, 2025 ("Term"), unless earlier terminated in accordance with the provisions of this Agreement.

4. Termination by County or Withdrawal by Cities

At any time during the Term of this Agreement, County may, upon six-months' prior written notice to each of the Managing Cities, terminate this Agreement. At any time during the Term of this Agreement, each Managing City may, upon six-months' prior written notice to County and each of the other Managing Cities, withdraw from and cease to be a party to this Agreement. If any Managing City withdraws from this Agreement, then such Managing City shall repay to the County funds previously distributed to that Managing City hereunder on a pro rata basis with respect to the number of days remaining in the Term after such withdrawal becomes effective.

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5. Library Zones

Each Managing City shall have the primary obligation to provide library services within the Zone assigned to such Managing City, as described in greater detail below.

a. Santa Barbara shall furnish library services to all persons inhabiting **Zone 1**, including the City of Santa Barbara, and the unincorporated areas of Montecito, Summerland, and Mission Canyon.

b. Lompoc shall furnish library services to all persons inhabiting **Zone 2**, including the City of Lompoc, and the unincorporated areas of the communities of Mission Hills, Vandenberg Village, and all of Vandenberg Space Force Base.

c. Santa Maria shall furnish library services to all persons inhabiting **Zone 3**, including the Cities of Guadalupe and Santa Maria, and the unincorporated areas of the communities of Cuyama, Los Alamos, and Orcutt.

d. Goleta shall furnish library services to all persons inhabiting **Zone 4**, includingthe Cities of Goleta, Solvang, and Buellton, and the unincorporated areas of the communities of the Eastern Goleta Valley, Community Service Area 3 (CSA 3), Isla Vista, Gaviota, Hope Ranch, Los Olivos, and Santa Ynez.

e. Carpinteria shall furnish library services to all persons inhabiting **Zone 5**, including the City of Carpinteria and the unincorporated area of Toro Canyon.

f. Subject to County's contribution as set forth in Section 6.a, below, no Managing City may change the level of service (*i.e.*, hours of operations or staffing) provided at County library branches (defined below) within such Managing City's Zone ("Service Level Change") without first complying with the provisions of this Section 5.f. the CSD Director or his or her designee ("CSD Director"). Any changes to the level of service must also be presented to the Library Advisory Committee for input. Each Managing City must provide written notice of each proposed or pending Service Level Change to the CSD Director and the Library Advisory Committee at least 90 days prior to implementation of such Service Level Change. Following receipt of such Service Level Change notice, the CSD Director will schedule a time for such Managing City to present such proposed Service Level Change to, and consult with, the Library Advisory Committee regarding same. The CSD Director or his or her designee will consult with such Managing City's Library Director within 30 days of the CSD Director's receipt of such Service Level Change notice. Such Managing City and its Library Director shall duly take into

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consideration input from the CSD Director and the Library Advisory Committee regarding such proposed Service Level Change. "County library branches" include: County/City branch libraries within the Cities of Buellton, Solvang, and Guadalupe, referred to in this agreement as a "partner city" or "partner cities," as well as County branch libraries in the unincorporated areas of Montecito, Vandenberg Village, Orcutt, Los Alamos, and Cuyama.

6. Deposit and Allotment of Funds

Contribution for FY 2024/25:

a. County agrees to contribute $4,850,607 in Fiscal Year 2024/25 ("County Contribution"), which sum includes (i) $4,059,151 for library services (a per capita level of support of approximately $9.15), to be used for operations and acquisition of books and materials for inhabitants of the County of Santa Barbara, and (ii) $630,056 allocated to mitigate hours and programming reductions of County library branches at risk of reducing service levels. For the purpose of allocating the County Contribution among the Managing Cities for the 2024/2025 Fiscal Year, the parties hereto agree that the population count in each of the Zones, as determined in accordance with subpart 6.b, below, is as follows:

Table 1:

Library Branch	FY 24-25 Population Estimates	FY 24-25 $9.15 Base - Per Capita (incl. CPI)	FY 24-25 Cannabis/GFC Funding	FY 24-25 Sm all Library Fund	FY 24-25 Other County Funding	FY 24-25 Total County Funding by Zone
Santa Barbara/Eastside	89,679	820,563	-	-	-	820,563
Montecito	9,156	83,777	230,294	50,000	-	364,071
Zone 1	98,835	904,340	230,294	50,000	-	1,184,634
Lompoc	49,089	449,164	-	-	-	449,164
Vandenberg Village	10,485	95,938	40,033	15,000	-	150,971
Zone 2	59,574	545,102	40,033	15,000	-	600,135
Santa Maria	115,191	1,053,998	-	8,900	-	1,062,898
Cuyama	901	8,244	21,045	-	-	29,289
Guadalupe	8,676	79,385	30,249	-	-	109,634
Los Alamos	2,357	21,567	29,742	-	-	51,309
Orcutt	31,731	290,339	110,765	-	55,000	456,104
Zone 3	158,856	1,453,533	191,801	8,900	55,000	1,709,234
Goleta	63,699	582,846	-	-	-	582,846
Isla Vista	25,630	234,515	-	12,500	-	247,015
Buellton	10,212	93,435	71,777	-	-	165,212
Solvang	10,212	93,435	96,151	-	-	189,586
Zone 4	109,752	1,004,231	167,928	12,500	-	1,184,659
Carpinteria	16,606	151,945	-	-	-	151,945
Zone 5	16,606	151,945	-	-	-	151,945
General	-	-	-	-	20,000	20,000
Total	**443,623**	**4,059,151**	**630,056**	**86,400**	**75,000**	**4,850,607**

b. Subject to County budgetary appropriations and availability of funds, the portion of the County Contribution to be allocated and paid to each Managing City shall be based on: population figures certified for January 1 of the immediately preceding fiscal year, and published in June of that year, as shown in the California State Library (Certification of Population Figures), but one year in arrears (e.g., FY 24/25 population based upon June 1, 2023 data). Notwithstanding the foregoing, in no event shall the amount paid to a Managing City hereunder exceed the amount set forth in the "FY 24/25 Total County Funding by Zone" column for such Managing City in Table 1, above.

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c. Although the parties hereto acknowledge that Goleta may, in addition to the funds provided hereunder, receive other funds during the Term from County Service Area Number Three ("CSA No. 3"), established in 1990 by Measure L to fund the Goleta Valley Library via parcel tax assessment ("Measure L Funds"), this Agreement does not create, and shall not be construed as creating or giving rise to any duty, responsibility, obligation, promise, or liability on the part of the County with respect to the provision of Measure L Funds to Goleta or CSA No. 3. Goleta covenants and agrees that and Measure L Funds received by Goleta shall only be used for extended library facilities and services in CSA No. 3,

d. Except as otherwise provided herein, the payments to be made by County to each Managing City hereunder shall be made in two installments: the first after execution of this Agreement by such Managing City, no earlier than October 1, 2024, but no later than February 1, 2025, and the second payment no earlier than March 1, 2025, but no later than April 1, 2025; provided, however, that payment to a Managing City hereunder shall be conditioned on such Managing City's compliance with the reporting requirements hereunder.

e. In the event that any of the funds allocated to a library hereunder are not expended during the Term, such unspent funds shall be retained by the Managing City that is assigned hereunder to the Zone in which such library is located for use after the Term for library services at such library branch.

f. No funds paid by County to any Managing City hereunder shall be used for purposes other than such Managing City's administration, maintenance, and operation of consolidated library services within such Managing City's Zone. Any funds provided hereunder which are used for other purposes shall be reimbursed to County by the Managing City to whom such funds were disbursed hereunder.

g. In addition to the County Contribution, the County shall work in good faith to secure funding commitments from each city in which a branch library is operated through separate agreements with those cities. Partner cities are expected to contribute an amount at least equal to County funding for libraries within their

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jurisdiction as shown in Table 1, above. Payments from partner cities shall be made according to the schedule set forth in Section 6.d, above.

h. If a branch library moves from one Zone to another, or a new Zone is created for a branch library, the County may reserve a portion of funding allocated to the Managing City for the new Zone to reimburse the Managing City that administered such re-zoned branch library in its prior Zone for residual expenses for a period of one year after such relocation or re-zoning.

7. County Buildings

Ownership of branch library buildings and the land on which such buildings are situated or are to be situated, if situated on County land or purchased with County funds, shall be vested in County, and this Agreement shall not confer any rights on any Managing City to any such County-owned branch library building or real property in any Zone. County may designate any such County building(s) for use by a particular Managing City or Managing Cities to serve a particular Zone or Zones, or any portion thereof. In so designating County buildings, County shall consider the recommendations of the Library Advisory Committee, as well as public comments and other relevant information.

Each Managing City to which a branch building is designated shall maintain, repair, and operate such branch library building to the extent funding is available and in accordance with Section 9, below. Upon a change or termination of such building designations, the Managing City shall vacate such building and return such building to County in the same condition as the Managing City received it, usual wear and tear excepted.

8. Furnishings, Equipment and Supplies

The parties hereto agree all furnishings and equipment, including, but not limited to, books, shelves, desks, tables, chairs, study carrels, telecommunication and computer equipment and systems, office machines, appliances, fixtures and HVAC systems, that are contained in and designated for use solely in a branch library for which the County is responsible for the property insurance. Such branch library locations include Cuyama, Montecito, Solvang and Vandenberg Village. In all other locations, the furnishings and equipment of each branch library shall be

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deemed to be the property of the Managing City responsible for administering the Zone where such branch library is located.

Each Managing City shall solely be responsible for the cost of purchasing all office and restroom supplies needed for the operation of the branch libraries located within such Managing City's respective Zone ("Essential Supplies"), and shall notify the CSD Director in writing in the event that such Managing City lacks sufficient funding for such Essential Supplies, in which case, such Managing City may use funds provided hereunder for the stated purpose of purchasing such otherwise unaffordable Essential Supplies.

9. Facility Maintenance and Repair

Each Managing City shall perform all necessary maintenance, repairs, and replacements with respect to the branch libraries at locations owned by the County (i.e., Cuyama, Montecito, Solvang and Vandenberg Village) within such Managing City's Zone, in accordance with the Maintenance and Repair Responsibilities schedule attached hereto as Exhibit B and incorporated herein by reference, with the exception of the City of Carpinteria, which is subject to a separate 99-year lease agreement with the County. All such maintenance and repair work shall be done in a competent and workmanlike manner. Each Managing City shall notify the CSD Director in writing of any necessary maintenance or repairs to a County-owned branch within such Managing City's Zone that exceed the funds available to such Managing City hereunder. For maintenance and repairs that are the responsibility of County hereunder, each Managing City shall send a written request for service of such facilities within such Managing City's Zone to County at the address set forth below:

County of Santa Barbara, General Services Department
Attn: General Services Facilities Manager, Scott Hosking
1105 Santa Barbara Street, 2nd Floor
Santa Barbara, CA, 93101
Email: shosking@co.santa-barbara.ca.us
Phone: 805.568.2533

Each Managing City is allowed to use the funds provided to such Managing City hereunder for the stated purpose of facility maintenance and repair of such Managing City's branch locations.

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10. Janitorial Services

Each Managing City shall be responsible for directly managing and paying costs for janitorial services at each branch location in its respective Zone, unless a supplemental agreement is made with a partner city. Each Managing City is allowed to use the funds provided to such Managing City hereunder for the stated purpose of janitorial services.

11. Utilities

Each Managing City shall be responsible for paying the utilities and connection costs associated with the branch locations in its respective Zone, unless a supplemental agreement is made with a partner city. The utility service costs shall include charges for electricity, water, natural gas, telephone, cable, internet, and sewer services. Each Managing City is allowed to use the funds provided to such Managing City hereunder for the stated purpose of paying utilities at its branch locations.

Since County is assuming responsibility for paying utilities (electricity, natural gas, refuse, and water) at the Solvang branch (located within Zone 4) and the Cuyama branch (located within Zone 3), County will withhold $5,000 from its allocations to both Goleta (Zone 4) and Santa Maria (Zone 3), to cover the costs of such utilities. In June 2025, County will deduct the actual costs of such utilities from such withholdings, and then transfer any remaining balance to Goleta (Zone 4), and Santa Maria (Zone 3), as applicable. Any additional utility costs that are incurred with respect to any of the Montecito, Solvang, or Cuyama branch locations that are not directly charged to County will be paid by each Managing City responsible for administering such Zone (*i.e.*, Goleta for Solvang, Santa Maria for Cuyama, Santa Barbara for Montecito).

12. Administration Charges

Each Managing City may recover from the funds allocated to it hereunder an administrative charge, in an amount not to exceed 25% of such Managing City's annual operating budget, that is reasonable and sufficient to reimburse the Managing City for the costs and expenses necessary to provide library services pursuant to this Agreement. Such administration charges may include the following items:

a. Administrative oversight including meetings with municipal leaders, Friends of the Library, and management from zone branch libraries; City Council meetings and

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presentations; County Library Advisory representation and reporting; development and management of annual budgets; and, strategic planning.

b. Human Resources Management, including time sheets; payroll; staff evaluations processing; promotions; new hire and termination processing; scheduling; training; and, internal communications.

c. Risk Management, including on the job injury and workers' compensation forms and reporting processing; and, building insurance reporting.

d. Accounting, including reconciliation of cash receipts; materials (books, magazines, audio books, DVDs) purchases, receipts, and verification; invoice payment; digital vendor service initiation, purchase, and monitoring; and gift funds accounting.

e. Information technology (IT), including the development, maintenance, and use of computer systems, software, networks, and equipment for the processing and distribution of voice and data communications.

f. Reporting, including creation of reports to Federal, State and/or local authorities; quarterly and annual report generation for Santa Barbara County.

g. Adult literacy, including tutor training; supervision of tutors and learners, workforce development.

h. User account management, including shipment, returns, holds, problem solving accounts, managing disputes, and damaged and lost item management.

i. Research and material access, including advanced research by librarians; interlibrary materials requests outside the cooperative system; gift materials processing; and, collection management.

j. Other, including ordering supplies and equipment; centralized liaison for services and communications with external parties; publicity and public relations support; technical troubleshooting; and, website and social media updates.

k. Allocated costs from Centralized City Departments, such as Information Technology, City Manager's Office, Legal Services, and Human Resources, in alignment with generally accepted cost accounting allocation principles.

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Each Managing City shall document the financial basis for such administration charges if the total combined branch administration charges exceed 10% of the total County payments to the Managing City hereunder.

13. Library Advisory Committee

County's Board of Supervisors has by appointment created a Library Advisory Committee. The term of office of each member of the Library Advisory Committee shall annually and automatically renew each year, unless replaced at the pleasure of the Board of Supervisors or by request of the nominating jurisdiction.

Each Managing City shall nominate one member for appointment by the Board of Supervisors. In addition, the partner cities of Buellton, Guadalupe, and Solvang, in recognition of their significant contributions to free library service within the County, may each nominate one member for appointment by the Board of Supervisors, and the County Supervisor of each supervisorial district shall nominate one member. In recognition of County Service Area 3's significant contributions to free library service, County's Board of Supervisors shall appoint one member from the residents of County Service Area 3. The Supervisors shall further appoint one member of its Board, or a designee, to chair the Library Advisory Committee.

The Library Advisory Committee shall meet at least quarterly to review services and operations and to make advisory recommendations to the Board of Supervisors as follows:

a. Ensure adequate library services to all the inhabitants of County;
b. Review the operation of the library system and this Agreement;
c. Submit advisory recommendations to ensure adequate service to branch libraries;
d. Promote collaborative exchange of information among libraries;
    - Review annual library budgets and reports of service levels; and
    - Receive notices of reductions to the level of library services; and
    - Receive citizen input regarding library-related issues and make recommendations thereon.

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14. Indemnification

In lieu of and notwithstanding the pro rata risk allocation which might otherwise be imposed between the parties pursuant to California Government Code Section 895.6, the parties hereto agree that all losses or liabilities incurred by a party hereto shall not be shared pro rata, but instead all parties hereto agree that, pursuant to California Government Code Section 895.4, each of the parties hereto shall fully indemnify and hold each of the other parties hereto, and their officers, board members, employees and agents, harmless from any claim, expense or cost, damage or liability imposed for injury (as defined by California Government Code Section 810.8) occurring by reason of the negligent acts or omissions or willful misconduct of the indemnifying party, its officers, board members, employees or agents, under or in connection with or arising out of any work, authority or jurisdiction delegated to such party under this Agreement. No party, nor any officer, board member, employee or agent thereof, shall be responsible for any damage or liability occurring by reason of the negligent acts or omissions or willful misconduct of any of the other parties hereto, or their officers, board members, employees or agents, under or in connection with or arising out of any work, authority or jurisdiction delegated to such other parties underthis Agreement.

15. Insurance

Each Managing City to which a building is designated shall obtain and maintain in effect during the period of such designation general and automobile liability insurance covering the use of such building by that Managing City to which it is designated, and by its officers, agents, employees or volunteers acting on Managing City's behalf or at Managing City's direction, with single limit coverage of not less than $1 million. Each Managing City shall also maintain Workers' Compensation coverage as required by the California Labor Code and employers' liability insurance. All insurance coverages are to be placed with insurers which (1) have a Best's rating of no less than A VII, and (2) are admitted insurance companies in the State of California. All other insurers require the prior approval of County. The general and automobile liability insurance policy shall name County, its officers, agents and employees as additional insured, and shall not be canceled without giving at least thirty-days' prior written notice to County. County shall be furnished with a certificate of insurance by Managing City to which a branch library building has been designated prior to performance by Managing City. A copy of the endorsement evidencing

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County has been added as a named additional insured on the policy must be attached to the certificate of insurance. The policy or policies shall include severability of interest or cross liability clause or equivalent wording. The policy or policies shall contain a provision of the following form: "Such insurance as is afforded by this policy shall be primary and contributory to the full limits stated in the declarations, and if County has other valid and collectible insurance for a loss covered by this policy, that other insurance shall be excess only".

As an alternative to the liability insurance requirements contained above, a Managing City can provide evidence in writing to County showing that it has an approved self-insurance program and will then only be required to submit a certificate of insurance for the difference, if any, between its self-insurance limit and $1 Million combined single limit coverage.

The property insurance for each building shall be borne by the party that owns the building. For branch locations housed within a County-owned building, County shall be responsible for property insurance for both the building and its contents. Such locations include Carpinteria, Cuyama, Montecito, Solvang and Vandenberg Village. For each branch library located within a leased building, Managing City that is the lessee of the building space shall be responsible for property insurance for both the building and its contents. For the purpose of this Agreement, "content" includes furnishings, equipment, and supplies as identified in Section 8, as well as audiovisual and electronic materials such as books, subscriptions, government documents, and microfilm used by library patrons. Each Managing City is allowed to use the funds herein made available for the stated purpose of property insurance for contents in its respective branch facilities.

16. <u>Budget, Revenue/Expenditure and Services Plan</u>

a. On or before December 31, 2024, each Library Director shall confer with the County and a representative from each city in which a branch library operates in its zone to review expected funding and service levels for the next fiscal year. The CSD Director or his or her designee will initiate and lead this effort.

b. Upon completion of review of expected funding and service levels under subsection 16.a, above, the County shall work in good faith to secure funding commitments from each branch library's partner city (and friends organization if the operating budget relies on more than $50,000 from friends organizations) and notify the

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Library Director of expected funding amounts from the County, partner city, friends organizations, and other sources for the upcoming fiscal year.

c. Upon completion of the activities in both subsections 16.a and 16.b, above, but no later than March 1 of each year, each Library Director shall submit to the County a Revenue/Expenditure plan and proposed budget for each branch. Such plan shall include:

- Operations budget for the previous, current, and upcoming fiscal year by branch library, as well as current reserves, if any, held by Managing City, broken out by branch library;
- Report of service levels in relation to adopted minimum or agreed upon target service levels, with estimated costs to reach adopted minimum or agreed upon target service levels;
- Anticipated changes to service levels;
- Capital/infrastructure needs and estimated costs; and
- A library services plan for any unincorporated community within its zone that has a population of more than 10,000 and does not have a branch library.

17. <u>Reports of Receipts and Disbursements</u>

Upon adoption of a library budget by each Managing City, the Managing City shall provide to the County's designated representative a written copy of such budget showing the amount to be spent in each branch including anticipated disbursements from reserves and gifts. Amendments to branch budgets must be reviewed by the Library Advisory Committee prior to review by the Board of Supervisors. Such amendments may include unanticipated or required reductions or increases in revenue via any source. Managing Cities shall provide County with copies of amendments to branch budgets upon County's request.

Annually, each Managing City shall provide County with a statement of all receipts and disbursements made pursuant to this Agreement, listing all items of receipt and expenditure throughout the year. Such statements showing the amount spent in each respective County branch located in that Managing City's Zone shall include an itemization of salaries and wages, materials, supplies, and services, capital outlay, and use of reserves and gifts. In particular, such statement

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shall show as separate items those obligations and expenditures which are made or incurred for the purpose set forth in Section 6. The annual financial statements shall be submitted no later than sixty (60) days after the end of the fiscal year. Each Managing City shall keep accurate accounts and records for funds expended to accomplish the purpose of this Agreement, and shall make such accounts and records available at all times for inspection and audit by authorized agents of the County of Santa Barbara. All such accounts and records shall be retained for at least a period of five (5) years after the fiscal year to which such records relate. All accounting records shall be kept in accordance with generally accepted accounting principles. COUNTY shall have the right to audit and review all such documents and records at any time during Managing City's regular business hours or upon reasonable notice. In addition, if this Agreement exceeds ten thousand dollars ($10,000.00), each Managing City shall be subject to the examination and audit of the California State Auditor, at the request of the COUNTY or as part of any audit of the COUNTY, for a period of three (3) years after final payment under the Agreement (Cal. Govt. Code Section 8546.7). Managing Cities shall be subject to, participate in, and cooperate with, all audits, examinations or reviews, whether by COUNTY, the State, or the Federal Government.

If federal, state or COUNTY audit, examination or review exceptions, findings, adjustments or disallowances are made relating to this Agreement, each Managing City shall reimburse its share respectively of all such exceptions, adjustments, and disallowances.

18. Gifts

Each Managing City shall have or adopt a gift policy, to inventory, characterize, track, and report on gifts made directly to a Managing City's individual branch library. Each ManagingCity shall provide a copy of its gift policy to the County. Each Managing City shall notify County of any changes made in the gift policy. In the event any person gives or bequeaths any gift directly to any library herein referred to, such gift shall be treated according to the gift policy of Managing City or County, as applicable. Any gift accepted for a library in the unincorporated areas of County shall become the property of County. Any gift accepted by a Main Library shall become the property of that Managing City. Each gift given directly to a library shall, to the extent desired by the presenter, contain specific reference regarding preferred use (i.e., programs, equipment, books etc.).

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19. Emergency

In the event of an emergency (a) which results in a loss of library materials, and/or (b) which affects the ability of any branch library to maintain the current level of library service, any party hereto may request the assistance of any other party in obtaining replacement library materials necessary for the functioning of the affected branch; provided, that all expenditures for replacement materials are approved in advance and in writing by the requesting party, the assisting party shall be entitled to full reimbursement from the requesting party for all expenditures made in accordance with applicable laws governing the assisting party.

20. Assignment

No Managing City shall assign or otherwise transfer, in whole or in part, directly or indirectly, whether by operation of law or otherwise, this Agreement or any of such Managing City's rights or obligations hereunder, or any monies payable hereunder, without the prior written consent of County in each instance. Any attempt to so transfer without County's prior written consent shall be voidable by County.

21. Provisions Required by Law Deemed Inserted

Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein, and this Agreement shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted or is not correctly inserted, then upon request of any party hereto this Agreement shall forthwith be physically amended to make such insertion or correction.

22. Notices

Any notice or consent required or permitted to be given under this Agreement shall be given to the respective parties in writing, by first class mail, postage prepaid, or otherwise delivered as follows:

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County of Santa Barbara
Jesús Armas,
Community Services Director
123 East Anapamu Street, 2nd Floor
Santa Barbara, CA 93101

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Dawn Jackson, Library Director
Santa Maria Public Library
421 S. McClelland Street
Santa Maria, CA 93454

~~

Sarah Bleyl, Library Director
Lompoc Public Library
501 E. North Avenue
Lompoc, CA 93436

Elizabeth Saucedo, Library Director
Goleta Valley Library
500 North Fairview
Goleta, CA 93117

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Brandon Beaudette, Library Director
Santa Barbara Public Library
P.O. Box 1019
Santa Barbara, CA 93102

~~

Jody Thomas, Library Director
Carpinteria Public Library
5141 Carpinteria Avenue
Carpinteria, CA 93013

or at such other address or to such other person that the parties may from time to time designate. Notices and consents under this section, which are sent by mail, shall be deemed to be received five (5) days following their deposit in the U.S. mail.

23. Section Headings

The headings of the several sections, and any table of contents appended hereto, shall be solely for convenience of reference and shall not affect the meaning, construction or effect hereof.

24. Severability

If any one or more of the provisions contained herein shall for any reason be held to be invalid, illegal, or unenforceable in any respect by a court of competent jurisdiction, then such provision or provisions shall be deemed severable from the remaining provisions hereof, and such invalidity, illegality or unenforceability shall not affect any other provision hereof, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

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25. Remedies Not Exclusive

No remedy herein conferred upon or reserved to County is intended to be exclusive of any other remedy or remedies, and each and every such remedy, to the extent permitted by law, shall be cumulative and in addition to any other remedy given hereunder or now or hereafter existing at law or in equity or otherwise.

26. Entire Agreement and Amendment

In conjunction with the matters considered herein, this Agreement contains the entire understanding and agreement of the parties hereto regarding the subject matter hereof, and there have been no promises, representations, agreements, warranties, or undertakings by any of the parties, either oral or written, of any character or nature hereafter binding except as set forth herein. This Agreement may be altered, amended, or modified only by an instrument in writing, executed by all the parties to this Agreement and by no other means. Each party waives its future rights to claim or assert that this agreement was modified, canceled, superseded, or changed by any oral agreements, course of conduct, waiver, or estoppel.

27. Successors and Assigns

All representations, covenants, and warranties set forth in this Agreement, by or on behalf of, or for the benefit of any or all of the parties hereto, shall be binding upon and inure to the benefit of such party and its permitted successors and assigns.

28. Compliance with Law

Each party hereto shall, at its sole cost and expense, comply with all County, State, and Federal ordinances, regulations, and statutes now in force or which may hereafter be in force with regard to this Agreement. The judgment of any court of competent jurisdiction, or the admission of any such party in any action or proceeding against such party that such party has violated any such ordinance or statute, shall be conclusive of that fact as between such party and County, whether or not County is a party in such litigation.

Docusign Envelope ID: 2AB6B2A5-7743-4C80-88FD-9FAC133B4668

29. California Law

This Agreement shall be governed by the laws of the State of California. Any litigation regarding this Agreement or its contents shall be filed in the County of Santa Barbara, if in state court, or in the federal district court nearest to Santa Barbara County, if in federal court.

30. Execution of Counterparts

This Agreement may be executed in any number of counterparts and each of such counterparts shall for all purposes be deemed to be an original; and all such counterparts, or as many of them as the parties shall preserve undestroyed, shall together constitute one and the same instrument.

31. Authority

All signatories to this Agreement warrant and represent that they have the power and authority to enter into this Agreement in the names, titles, and capacities herein stated and on behalf of any entities, persons, or firms represented or purported to be represented by such signatories and that all formal requirements necessary or required by any local, state and/or federal law in order to enter into this Agreement have been fully complied with. Furthermore, by entering into this Agreement, each party hereby warrants that it shall not have breached the terms or conditions of any other contract or agreement to which that party is obligated, which breach would have a material effect hereon.

32. Digital and/or Electronic Signatures

Digital and/or electronic signatures created in a manner consistent with the County's Electronic and Digital Signature Policy ITAM-0430 (12/8/2020) shall satisfy the County's requirements for signing this document. Signatures can be made by electronic, scanned, faxed, and/or digital means. Contracts signed with proper electronic and digital signatures are valid and enforceable.

Docusign Envelope ID: 2AB6B2A5-7743-4C80-88FD-9FAC133B4668

ATTACHMENTS:

- Exhibit A – County Zone Service Delivery Map
- Exhibit B – Maintenance and Repair Responsibilities for County Owned Library Facilities

Docusign Envelope ID: 2AB6B2A5-7743-4C80-88FD-9FAC133B4668

IN WITNESS WHEREOF, the parties have executed this Agreement to be effective as of the date executed by County.

ATTEST:
Mona Miyasato
County Executive Officer
Clerk of the Board

By: Sheila dlaGuerra
Deputy Clerk

COUNTY OF SANTA BARBARA

By: Steve Lavagnino
Steve Lavagnino

Chair, Board of Supervisors
Date: 12-17-24

RECOMMENDED FOR APPROVAL:

Community Services Department

DocuSigned by:
Jesús Armas
E33B804A6E03475...

By: _____
Department Head

APPROVED AS TO ACCOUNTING FORM:
Betsy M. Schaffer, CPA
Auditor-Controller

Signed by:
Shawna Jorgensen
DF6DB6D7D6344E6...

By: _____
Deputy

APPROVED AS TO FORM:
Rachel Van Mullem
County Counsel

Signed by:
Lauren Wideman
8F464D822C84458...

By: _____
Deputy County Counsel

APPROVED AS TO FORM:
Greg Milligan
Risk Manager

Signed by:
Greg Milligan
05F555F00269466...

By: _____
Risk Management

Docusign Envelope ID: 2AB6B2A5-7743-4C80-88FD-9FAC133B4668

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the _____ day of_____, 2025.

CITY OF SANTA MARIA

By: _____
Mayor

APPROVED AS TO FORM:

By: _____
City Attorney

ATTEST:

By: _____
City Clerk

APPROVED AS TO FORM:

By: _____
Risk Manager

Docusign Envelope ID: 2AB6B2A5-7743-4C80-88FD-9FAC133B4668

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the _____ day of_____, 2025.

CITY OF SANTA BARBARA

By: _____
City Administrator

ATTEST:

By: _____
City Clerk

APPROVED AS TO FORM:

By: _____
City Attorney

APPROVED AS TO FORM:

By:_____
Risk Manager

Docusign Envelope ID: 2AB6B2A5-7743-4C80-88FD-9FAC133B4668

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the _____ day of_____, 2025.

CITY OF LOMPOC

By:_____
Mayor _____

ATTEST:

By:_____
City Clerk _____

APPROVED AS TO FORM:

By: _____
City Attorney

Docusign Envelope ID: 2AB6B2A5-7743-4C80-88FD-9FAC133B4668

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the _____ day of_____, 2025.

CITY OF GOLETA

By:_____
Mayor _____

ATTEST:

By:_____
City Clerk _____

APPROVED AS TO FORM:

By: _____
City Attorney

Docusign Envelope ID: 2AB6B2A5-7743-4C80-88FD-9FAC133B4668

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the _____ day of_____, 2025.

CITY OF CARPINTERIA

By:_____
Mayor _____

ATTEST:

By:_____
City Clerk _____

APPROVED AS TO FORM:

By: _____
City Attorney

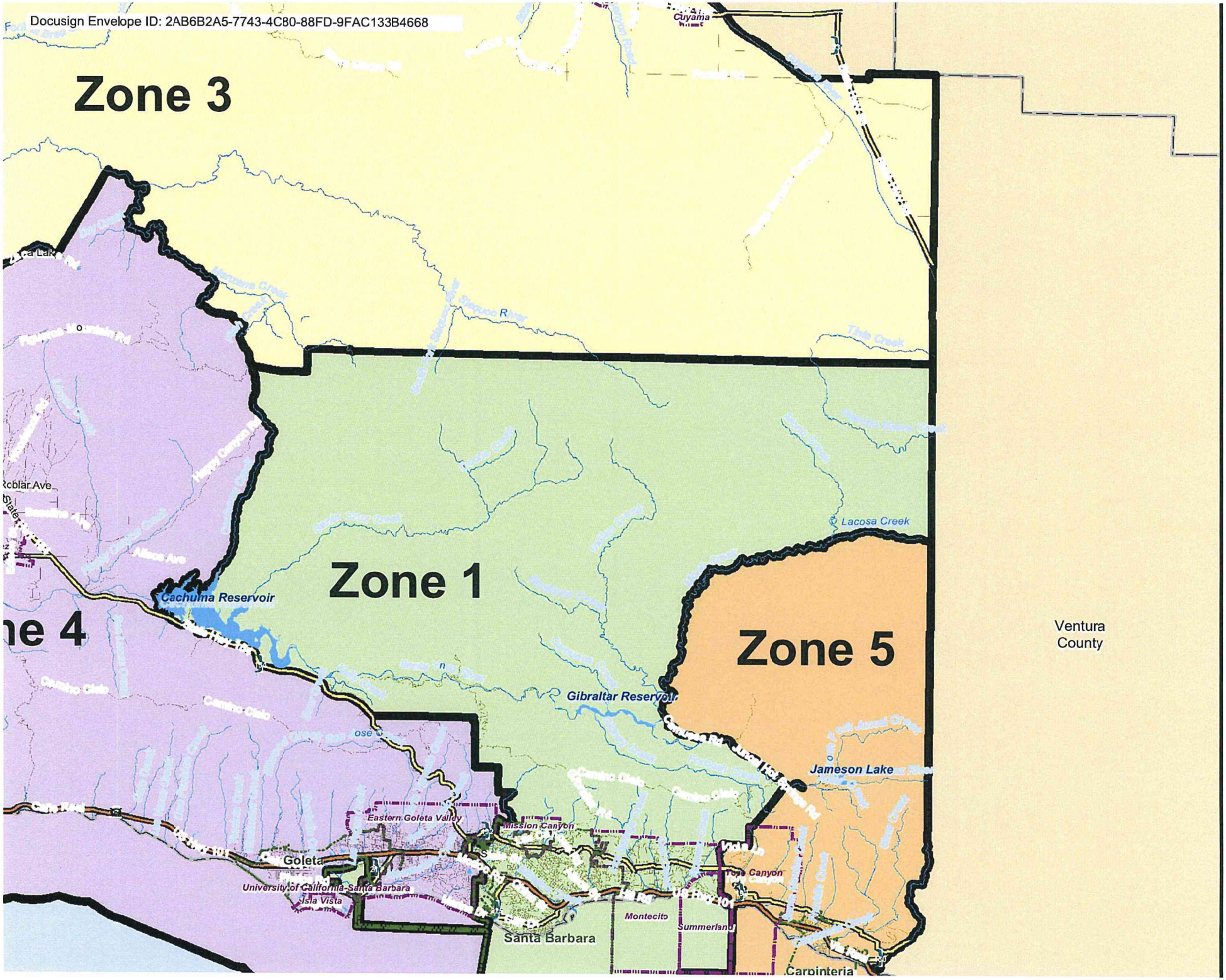
Docusign Envelope ID: 2AB6B2A5-7743-4C80-88FD-9FAC133B4668

Exhibit A – Map of Library Service Delivery Zones

of the

FY 2024-2025 Agreement for Operation of a County-wide Library System

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Docusign Envelope ID: 2AB6B2A5-7743-4C80-88FD-9FAC133B4668

Exhibit B – Maintenance and Repair Responsibilities for Library Facilities

of the

FY 2024-2025 Agreement for Operation of a County-wide Library System

Docusign Envelope ID: 2AB6B2A5-7743-4C80-88FD-9FAC133B4668

EXHIBIT "B"
MAINTENANCE AND REPAIR RESPONSIBILITIES FOR COUNTY LIBRARY FACILITIES
CUYAMA, MONTECITO, SOLVANG AND VANDENBERG VILLAGE

ITEM NO. ITEM	NOT APPLICABLE	COUNTY	MANAGING CITY
1. Building Exterior			
Repair Walls		X	
Painted Surfaces*		X	
Door and Window Trim		X	
Doors, Hardware		X	
Windows: Hardware and Screens		X	
Locks		X	
Roof		X	
Rain Gutters		X	
Flashing		X	
Down Spouts		X	
Lighting			
Bulbs			X
Fixtures		X	
Transformers		X	
Fluorescent Lights			X
Ballast		X	
Handrails		X	
Signs (County Designation)		X	
Timers			X
Gutters		X	
Decking Walkways		Replace	Maintain
Exterior Patios		X	
Decking (Overdecking on roof top area)		X	
Water Softener, Filter and Conditioner		X	
Stairs		X	
Roof Drains		X	
Gates		X	
Gas/Water Lines		X	
Elect. Lines		X	
Phone/ Computer Lines			X
Sewer Lines		X	

Docusign Envelope ID: 2AB6B2A5-7743-4C80-88FD-9FAC133B4668

ITEM NO. ITEM	NOT APPLICABLE	COUNTY	MANAGING CITY
2. Building Interior			
Repair Walls		X	
Painted Surfaces		X	
Doors, Hardware		X	
Locks		X	
General Cleaning			X
Floor, Sweeping and Cleaning			X
Carpet, Vacuum and Cleaning			X
Window Coverings			X
Lighting			
Bulbs			X
Fixtures		X	
Transformers		X	
Fluorescent Lights			X
Ballast		X	
Handrails (ADA)		X	
Signs			X
Timers			X
Drinking Fountains		X	
Ceiling			X
Showers			X
Toilet/Urinals (Replacement)		X	
Toilet/Urinals (Maintenance)			X
Sink & Faucets (Replacement)		X	
Sink & Faucets (Maintenance)			X
Gas Lines		X	
Water Lines		X	
Sewer Lines/Drains		X	
Phone Lines & Jacks			X
Computer Lines & Jacks			X
T.V. Cable & Jacks			X
Phones			X
Towel Racks			X

Docusign Envelope ID: 2AB6B2A5-7743-4C80-88FD-9FAC133B4668

ITEM NO. ITEM	NOT APPLICABLE	COUNTY	MANAGING CITY
Garbage Disposal			X
Refrigerator/ Microwave			X
Stove			X
Counter Tops, replacement		X	
Cabinets, replacement		X	
Dish Washer			X
Trash Compactor			X
3. Grounds			
Drinking Fountains		X	
Mail Boxes			X
Fences		X	
Trash Bins			X
Trash Enclosures		Replace	Maintain
Bike Racks			X
Signs (County)		X	
Litter Pick-up			X
Lighting			
Parking Lot		X	
Driveways		X	
Walkways		X	
Timers (external)		X	
Timers (internal)			X
Signs		X	
Cleaning, Sidewalks, Walkways, Parking Lot			X
4. Landscaping			
Trees		X	
Shrubs		X	
Flowers		X	
Lawn		X	

ITEM NO.	ITEM	NOT APPLICABLE	COUNTY	MANAGING CITY
	Watering		X	
	Sprinkler, Repair and Replace		X	
	Headers		X	
	Rodent/Pest		X	
	Seeding		X	
	Fertilizer		X	
	Plant Trimming		X	
	Plant Removal		X	
	Plant Replacement		X	
	Tree Care & Trimming		X	
5.	**Mechanical Systems**			
	Electrical Panels, Breaker, Interior		X	
	Electrical Fuses, Interior		Replace	Maintain
	Electrical Receptacle, Switches, Interior		X	
	Electrical Central Switches		X	
	Elevator		X	
	Heating		Replace	Maintain
	Air Conditioning		Replace	Maintain
	Water Heater		Replace	Maintain
6.	**Roadways/Parking Lots Repair & Maintenance**			
	Striping		X	
	Handicap Signage		X	
	Asphalt Surface, Curbing		X	
	Cement Surface, Curbing		X	
	Wheel Stops		X	
	Drainage		X	
	Signs		X	

ITEM NO. ITEM	NOT APPLICABLE	COUNTY	MANAGING CITY
7. Fire Equipment			
Sprinklers		X	
Hoses		X	
Extinguisher (interior)			X
Alarm Systems		X	
Smoke Detectors		Replace	Maintain
8. Other Items			
Paper supplies, dispensers, waste containers, soap in restrooms and kitchens			X
Interior janitorial products and services			X
Interior Floor Waxing, Sweeping			X
Window Washing (interior & exterior)			X
Exterior sweeping entry, sidewalks and walkways			X
Janitorial service for public areas or common use areas			X
Broken window glass or door glass**		X	
Refuse, Rubbish and Garbage Disposal			X
Cleaning Storage Rooms, Utility Rooms			X
Exterminating		X	
Carpet Replacement, Linoleum Replacement, and/or Tile Replacement		X	
Building Foundation		X	
Flooring (wood & concrete)		X	
Utility mains & appurtenances		X	
Library Drop Box			X

ATTACHMENT B

Santa Barbara County Minute Order of December 17, 2024

County of Santa Barbara

BOARD OF SUPERVISORS

Minute Order

December 17, 2024

Present: 5 - Supervisor Williams, Supervisor Capps, Supervisor Hartmann, Supervisor Nelson, and Supervisor Lavagnino

COMMUNITY SERVICES DEPARTMENT

File Reference No. 24-01280

RE: Consider recommendations regarding the Fiscal Year 2024-2025 Countywide Library System Agreement, as follows:

a) Approve, ratify and authorize the Chair to execute a one-year Agreement for Operation of a Countywide Library System (Agreement), by and between the County and the Cities of Carpinteria, Santa Barbara, Goleta, Lompoc and Santa Maria (Cities) for the period of July 1, 2024 through June 30, 2025, in the total amount not to exceed $4,850,607.00; and

b) Determine that the above recommended actions are not the approval of a project that is subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(5), finding that the action involves government organizational or administrative activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment.

A motion was made by Supervisor Williams, seconded by Supervisor Nelson, that this matter be acted on as follows:

a) Approved, ratified and authorized; Chair to execute; and

b) Approved.

The motion carried by the following vote:

Ayes: 5 - Supervisor Williams, Supervisor Capps, Supervisor Hartmann, Supervisor Nelson, and Supervisor Lavagnino

City of Carpinteria

COUNCIL AGENDA STAFF REPORT
January 13, 2025

ITEM FOR COUNCIL CONSIDERATION

Letter of Support for Santa Barbara County Board of Supervisors' Cannabis Odor Abatement Amendments

STAFF RECOMMENDATION

Approve the submission of a Letter of Support from the City of Carpinteria to the Santa Barbara County Board of Supervisors for proposed amendments to Chapter 50 and Chapter 35, Article II of the County Code related to cannabis odor abatement.

BACKGROUND

The Santa Barbara County Board of Supervisors will consider directing the chief Executive Officer's (CEO) office and the Planning and Development Department to pursue amendments to the County's cannabis regulations at their January 14, 2025 meeting. The proposed amendments, introduced by Supervisor Laura Capps (2nd District) and Supervisor Bob Nelson (4th District), would focus on improving odor control measures for mixed-light cannabis cultivation operations through mandatory Multi-Technology Carbon Filtration (MTCF) systems.

These proposed amendments are in response to ongoing concerns about persistent cannabis odors affecting Carpinteria Valley residents and other communities across the county. The County's current complaint-driven system has proven ineffective, with over 3,700 odor complaints filed by Carpinteria residents since 2018 and no enforcement actions taken due to the difficulty of verifying specific odor sources. The proposed amendments aim to reduce the negative impacts of cannabis odors on surrounding communities and streamline enforcement by requiring proactive odor control measures from cannabis operators.

Supervisor Roy Lee reached out to the City of Carpinteria, requesting that the City submit a formal Letter of Support for these proposed amendments. Councilmembers Mayer and Solorzano requested the Letter of Support be added to the City Council agenda for January 13, 2024. The draft letter of support is provided in Attachment A and the Santa

Barbara County Board of Supervisors Board Letter regarding cannabis odor abatement amendments is provided in Attachment B.

DISCUSSION

The proposed amendments to the County Code include the following key changes:

1. **Mandatory Multi-Technology Carbon Filtration (MTCF) Systems:** Cannabis operators would be required to install MTCF systems, which combine activated carbon filtration with additional technologies to enhance odor mitigation. This would apply to both new and existing mixed-light cannabis operations throughout the county.

2. **12-Month Compliance Timeline:** Operators would have a 12-month period to install the required filtration systems.

3. **Extension Process**: An extension process would be available for operators facing legitimate challenges, such as supply chain delays or power infrastructure upgrades, that would delay installation of the required filtration systems.

The Carpinteria Valley has experienced significant impacts from cannabis odors, particularly in areas near clusters of greenhouses. The amendments seek to address these impacts by shifting responsibility for odor control to cannabis operators, reducing the burden on residents to report issues.

The proposed Letter of Support highlights the City's commitment to improving community health and quality of life by supporting enhanced cannabis odor control measures. If the Council approves the letter, it will be submitted to the Board of Supervisors prior to their January 14, 2025, meeting.

POLICY CONSISTENCY

The proposed Letter of Support aligns with the City's strategic goals to protect public health and safety and improve quality of life for Carpinteria residents. Supporting stronger odor control regulations reinforces the City's commitment to reducing community impacts from cannabis operations.

FINANCIAL CONSIDERATIONS

There are no direct financial impacts associated with submitting a Letter of Support.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

Submitting a Letter of Support to the Board of Supervisors carries no legal or risk management concerns. The City is supporting a policy change that would be implemented by the County, which has jurisdiction over cannabis regulation enforcement.

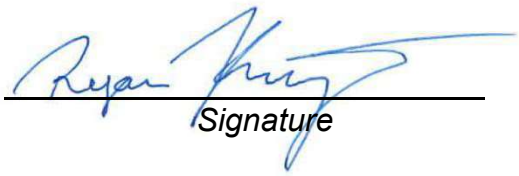
PRINCIPAL PARTIES EXPECTED AT MEETING

None.

ATTACHMENTS

A. Draft Letter of Support from the City of Carpinteria
B. Santa Barbara County Board of Supervisors Cannabis Odor Abatement Board Letter

Staff contact: Ryan Kintz, Assistant City Manager
(805) 755-4400; ryank@carpinteriaca.gov



Signature

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



Signature

ATTACHMENT A

Draft Letter of Support from the City of Carpinteria

CITY of CARPINTERIA, CALIFORNIA

Members of the City Council

Natalia Alarcon - *Mayor*
Mónica Solórzano - *Vice Mayor*
Al Clark
Julia Mayer
Wade T. Nomura

January 13, 2025

Honorable Laura Capps, Chair
Santa Barbara County Board of Supervisors
c/o Clerk of the Board
105 E. Anapamu Street, Room 407
Santa Barbara, CA 93101

Re: Agenda Item #3 - Cannabis Odor Abatement: Proposed Amendments to Chapter 50 and Article II of the County Code

Honorable Chair Capps:

The City of Carpinteria ("City") appreciates the opportunity to review and comment on the proposed Cannabis Odor Abatement and Enforcement Amendments. The City is encouraged to see the County of Santa Barbara ("County") taking these important steps to improve the process by which cannabis-related nuisance odors would be controlled, monitored and enforced.

As you are no doubt aware, the City has in the past provided comments to both the Santa Barbara County Planning Commission ("Planning Commission") and Board of Supervisors ("Board") on the ongoing and persistent presence of malodors as a result of the County's approval of numerous commercial cannabis cultivation facilities bordering Carpinteria. Since 2018, Carpinterians have filed 3,700 complaints with the County concerning cannabis odors; ample evidence that the existing implementation of odor control requirements, and enforcement thereof, remains ineffectual.

As such, the City fully supports proposed amendments to Chapter 50 of the County Code Cannabis Licensing requirements and Article II Coastal Zoning Ordinance regulations which would require integration of Mandatory Multi-Technology Carbon Filtration (MTCF) measures. The City has encouraged the County to specify "carbon scrubbers" as the sole best available control technology to mitigate nuisance cannabis odors within the Carpinteria Valley for many years, and the inclusion of the MTCF measures in existing and proposed cannabis operations is an important step in improving the quality of life to the citizens of Carpinteria and surrounding areas most affected by cannabis operations.

Likewise, the City is encouraged by the other potential amendments as outlined in the Board Letter to require a site-specific analysis of both existing and proposed cannabis operations when developing the required Odor Abatement Plan (OAP) for each facility, and the proposed 12-month implementation and amortization timeline to comply with the proposed amendments to the Chapter 50 licensing requirements and Article II Coastal Zoning Ordinance regulations.

5775 CARPINTERIA AVENUE • CARPINTERIA, CA 93013-2603
(805) 684-5405 • FAX (805) 684-5304
www.carpinteriaca.gov

With respect to the proposed extension process, the City urges the Board to limit proposed extension requests by cannabis operators to comply with any adopted amendments to a narrowly defined set of criteria that is most protective of surrounding residential uses rather than the somewhat ill-defined examples provided in the Board letter.

Finally, the City encourages the Board to provide clear directives to the Planning Commission in their upcoming deliberations related to amending the Article II OAP regulations and enforcement process, including:

- Establishing an objective cannabis odor threshold which clearly specifies that cannabis odors should not be present beyond the property line of each facility; and

- Establishing a proactive enforcement approach, in place of the current complaint-based system, which would include, at minimum, regular odor monitoring of each facility by County Enforcement Staff at various hours (including early morning and late evenings when odors tend to be more prevalent), and periodic inspections of each facility to ensure that all odor abatement technology is operating and maintained in compliance with each facility's OAP.

The City appreciates the County's efforts to improve the current cannabis permitting process and welcomes the opportunity to continue to collaborate with the County on this important matter.

Respectfully,

Natalia Alarcon, Mayor
City of Carpinteria

Cc. City Council Members
Michael Ramirez, City Manager
Lisa Plowman, Planning Director

ATTACHMENT B

Santa Barbara County Board of Supervisors
Cannabis Odor Abatement Board Letter

BOARD OF SUPERVISORS
AGENDA LETTER

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Agenda Number:

Department Name:	Districts 2&4
Department No.:	
For Agenda Of:	January 14th, 2025
Placement:	Departmental
Estimated Time:	1 Hour
Continued Item:	No
If Yes, date from:	
Vote Required:	3/5

TO: Board of Supervisors

FROM: Supervisor Laura Capps, 2nd District
Supervisor Bob Nelson, 4th District
Contact Info: Chris Henson, Chief of Staff, 2nd District, 805-568-2191
Aaron Hanke, Chief of Staff, 4th District, 805-346-8422

SUBJECT: **Cannabis Odor Abatement: Proposed Amendments to Chapter 50 and Chapter 35, Article II of the County Code**

County Counsel Concurrence
As to form: Yes

Other Concurrence:
As to form: N/A

Auditor-Controller Concurrence
As to form: N/A

Recommended Actions:

That the Board of Supervisors:

On January 14th, 2024:

That the Board of Supervisors:

a) Direct the CEO's Office to draft necessary amendments to Chapter 50 of the County Code, specifically to integrate mandatory multiple technology carbon filtration odor control measures such as carbon scrubbers or equivalent effective technology in mixed light cannabis cultivation operations;

b) Direct the Planning Department to introduce changes to require Multi-Technology Carbon Filtration in mixed-light cannabis cultivation operations throughout the County of Santa Barbara for consideration to the Santa Barbara County Planning Commission as part of their discussion on odor abatement and enforcement, which is currently scheduled for January 22, 2025;

c) Determine that these actions do not constitute a project under the California Environmental Quality Act (CEQA), pursuant to CEQA Guidelines Section 15378(b)(5); and

d) Provide any additional direction to staff, as appropriate.

Summary:

This Board letter proposes amendments to the County's cannabis regulations to address ongoing concerns about odor impacts on surrounding communities. The proposed changes aim to improve odor control measures once and for all for mixed-light cannabis cultivation operations while providing a reasonable timeline for implementation and a process for operators facing legitimate challenges. The goal is to usher in a new chapter of Santa Barbara County's cannabis program by significantly reducing:

1) the negative impacts on the community;
2) the time and money spent by neighbors, operators, and county staff on litigation and appeals.

Background:

In April 2024, the Board received a comprehensive report on cannabis odor abatement in Santa Barbara County. Concerns persist about the effectiveness of current odor control measures in mixed-light cannabis cultivation operations. Some Board members expressed interest in mandating more robust technologies, such as carbon scrubbers, to further mitigate odor impacts.

While the current system relies heavily on community members reporting cannabis odors, it is important to emphasize that the primary responsibility for mitigating these odors should rest with the cannabis operators. The onus for controlling and preventing odor emissions should not fall on neighbors and residents who are impacted by these odors.

This principle is particularly significant in light of the fact that not a single one of the 3,700 odor complaints filed by Carpinteria Valley residents with the county since mid-2018 has ever been "verified" or enforced by county staff.

The inability to verify these complaints stems from the difficulty in pinpointing which specific operation within the clusters of valley greenhouses is responsible for the odor. Without verification, the county cannot require any individual operation to install better odor control technology.

This situation highlights a challenge in the current odor control and enforcement system. It places the burden on residents to report odors while simultaneously making it nearly impossible for these reports to result in meaningful action. Cannabis operators, as the source of these odors, should be proactively implementing and maintaining effective odor control measures rather than relying on a complaint-driven system that has proven ineffective in practice.

Moving forward, it is crucial to explore alternative approaches that shift the responsibility for odor control more directly to the cannabis operators. This could involve more stringent odor control requirements, regular and independent odor monitoring, or implementing technologies that can more accurately identify the sources of cannabis odors in areas with multiple operations.

The Santa Barbara County Planning Commission is scheduled to discuss issues related to cannabis within the California Coastal Commission's Coastal Zone on January 22, 2025. Given the new iteration of the County Board of Supervisors, it is believed this discussion will provide direction for deliberations.

Discussion:

The proposed amendments aim to enhance odor control measures for cannabis operations in Santa Barbara County while providing a balanced approach to implementation. The key components of these amendments include:

Mandatory Multi-Technology Carbon Filtration (MTCF):
Multi-Technology Carbon Filtration refers to a sophisticated air purification system that combines the use of activated carbon with two or more additional technologies to enhance its filtering capabilities. This definition captures the essence of a hybrid system that leverages the strengths of various purification methods of what is commonly referred to as "carbon scrubbers or equivalent."

All mixed-light cannabis cultivation operations would be required to install and maintain Multi-Technology Carbon Filtration odor control technology. This requirement would apply to both new and existing operations, ensuring a consistent standard throughout the industry.

MTCF Implementation and Site-Specific Considerations:
The ratio of scrubbers to cannabis cultivation area should be determined on a site-specific basis, informed by a thorough review conducted by county staff. Factors such as the size of the cultivation area, the facility's layout, and local environmental conditions all play a role in determining the optimal number of scrubbers needed. County approved experts shall develop odor plan standards based on Multi Technology Carbon Filtration to assess each site individually to recommend an appropriate scrubber-to-cultivation ratio that ensures effective odor mitigation while considering the operation's unique characteristics. This tailored approach allows for more efficient and targeted odor control, potentially reducing unnecessary costs for operators while still meeting community odor reduction goals.

Cannabis operators would be required to sign an affidavit of commitment to properly use and maintain their MTCF as part of the Cannabis Business License.

12-Month Implementation Timeline:

Following the Board's adoption of the amendments to Chapter 50, Chapter 35, and Article II, cannabis operators would have a 12-month period to comply with the new requirements. This timeline provides a reasonable adjustment period for businesses to plan, budget, and install the necessary equipment.

Amortization Period for Existing Operations:

For cannabis operators currently using different odor control technologies, a 12-month amortization period would be provided upon adoption of the amendments. This permits these businesses to transition to the new requirements while mitigating potential economic impacts.

Extension Process:

An extension process would be established to address legitimate challenges faced by operators in meeting the 12-month compliance deadline. This process would allow operators to request time extensions based on specific circumstances, such as:

- Equipment supply chain delays
- Power infrastructure upgrades needed from utility providers
- Other unforeseen challenges preventing timely compliance

Board Oversight:

The Board of Supervisors would serve as the decision-maker for extension requests, ensuring proper oversight of the implementation process and allowing for case-by-case consideration of unique circumstances.

These proposed changes aim to strike a balance between addressing community concerns about cannabis odors and recognizing the operational realities faced by cannabis businesses. The 12-month compliance period and the amortization period for existing operations and the extension process provide flexibility while still moving towards improved odor control standards.

These amendments, by mandating more effective odor control technology and establishing a clear timeline for implementation, represent a significant step towards reducing odor impacts on surrounding communities. The extension process acknowledges that some operators may face legitimate challenges in meeting the deadline, allowing for a fair and reasonable approach to enforcement.

The Board's role in reviewing extension requests ensures appropriate oversight and accountability in the implementation process. This approach allows for consideration of site-specific factors and unforeseen circumstances while maintaining the overall goal of improved odor control throughout the county.

Fiscal and Facilities Impacts:

Costs associated with developing and implementing these amendments are included in the Planning and Development Department's current budget. Cannabis operators would bear the costs of installing new or improved odor control equipment.

Conclusion:

The proposed amendments represent a significant step forward in addressing cannabis odor concerns in Santa Barbara County. By mandating advanced odor control technology, establishing clear compliance mechanisms and reasonable implementation timelines, these measures will mitigate community impacts and ensure a balanced approach to cannabis regulation.

The Board directs staff to make the necessary amendments to Chapter 50 and return to the Board, and introduce these changes to Chapter 35 to the Planning Commission for their consideration and return with recommendations for final Board approval.

Special Instructions:

Attachments:

Authored by: Chris Henson, Chief of Staff, 2nd District

Aaron Hanke, Chief of Staff, 4th District

City of Carpinteria

COUNCIL AGENDA STAFF REPORT
January 13, 2025

ITEM FOR COUNCIL CONSIDERATION

Approve and adopt Resolution No. 6353, clarifying that the City's required deposit for pre-application review (REF No. S-01410) applies to all types of pre-application reviews, including but not limited to SB 330 pre-applications.

STAFF RECOMMENDATION

Approve and adopt Resolution No. 6353.

Sample Motion: I move to Adopt Resolution No. 6353, approving the clarification to the City's Master Fee Schedule.

BACKGROUND

At the Council Meeting of October 9, 2023, the City reviewed a Cost of Service Study (Study) designed to determine the level of fees necessary to ensure the City recovers the full cost of providing the various services it makes available to the public. At the Special City Council meeting on October 30, 2023, the City Council reviewed the proposed Master Fee Schedule resulting from the Study. The City Council provided direction to staff and continued the meeting to November 13, 2023. City staff, requiring additional time, requested the City Council continue the matter to the meeting of November 27, 2023.

At the Council Meeting of November 27, 2023, the City Council approved the first reading of Ordinance No. 774 and the adoption of Resolution No. 6282, updating the City's Master Fee Schedule with an effective date of January 29, 2024. The second reading of the ordinance was held on December 11, 2023.

At the Council Meeting of April 22, 2024, the City approved its Master Fee schedule via Resolution No. 6316, effective July 1, 2024 to add an inflationary adjustment factor to the Master Fee Schedule.

The purpose of this agenda item is to clarify that the City's required deposit for pre-application review (REF No. S-01410) applies to all types of pre-application reviews, including pre-applications under SB 330.[1]

DISCUSSION

The City collects a variety of fees to recover the full cost of providing the various services it makes available to the public including fees charged to developers for staff to review development applications.

The proposed Resolution No. 6353 (Attachment A) would amend the City's Master Fee Schedule (adopted Resolution No. 6316) to clarify that the existing $1,500 deposit fee established for a "pre-application review" (REF No. S-01410) on line no. 22 of the Master Fee Schedule would apply to all types of pre-application reviews, including but not limited to, SB 330 pre-applications. Resolution No. 6353 would amend the current fee schedule to require a submittal deposit fee for these types of pre-applications. A copy of the proposed revised Master Fee Schedule is provided as Exhibit 1 to the attached Resolution.

POLICY CONSISTENCY

Ensuring City costs are fully recovered for the provision of consumer or fee-based services is a critical element in fiscal stabilization for the City.

FINANCIAL CONSIDERATIONS

Ensuring that all application types are covered is critical to the City collecting increased costs necessary to provide the services.

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

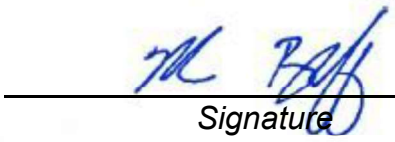
None.

ATTACHMENTS

Attachment A: Resolution No. 6353

[1] SB 330 (Gov. Code, § 65941.1) allows a prospective developer to submit a SB 330 pre-application to vest a project to the development standards and regulations in place at the time of pre-application submittal, provided a formal development application is then submitted for substantially the same project within 180 days of the pre-application submittal and other criteria are met. Currently, staff does not collect a fee for the review of an SB 330 pre-application.

Staff contact:
Nick Bobroff, Community Development Director
(805) 755-4407, nickb@carpinteriaca.gov



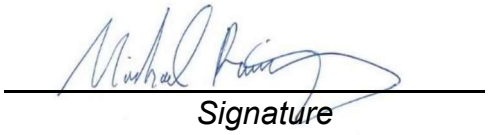
Signature

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



Signature

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



Signature

ATTACHMENT A

Resolution No. 6353

RESOLUTION NO. 6353

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA AMENDING THE MASTER FEE SCHEDULE TO CLARIFY PRE-APPLICATION REVIEW DEPOSIT APPLIES TO ALL PRE-APPLICATIONS

WHEREAS, pursuant to Article XIIIB of the California Constitution and Carpinteria Municipal Code (CMC) Chapter 3.34, it is the intent of the City Council to require the ascertainment and recovery of costs reasonably borne from fees, charges, and regulatory license fees; and

WHEREAS, CMC Chapter 3.34 provides a mechanism for ensuring that fees adopted by the City do not exceed the reasonable estimated cost for providing the regulation, products or services for which the fees are charged; and

WHEREAS, "costs reasonably borne" shall include all direct and indirect costs, fixed asset recovery expenses, general and departmental overhead, and debt service costs as further defined in CMC Section 3.34.030; and

WHEREAS, pursuant to CMC Section 3.34.020, the City Manager has been delegated the authority to implement said City Council policy to establish or adjust the amount of fees and charges to recover the percentage of costs reasonably borne in providing the regulation, product, or service; and

WHEREAS, the City incurs the same costs to conduct SB 330 pre-application review as other pre-application reviews; and

WHEREAS, the City does not currently collect the required deposit for pre-application review (REF No. S-01410) for SB 330 pre-applications; and

WHEREAS, the City desires to clarify that the required deposit for pre-application review (REF No. S-01410) applies to all pre-applications, including SB 330 pre-applications; and

WHEREAS, the Master Fee Schedule was last adopted per Resolution No. 6316 on April 22, 2024 with an effective date of July 1, 2024.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

SECTION 1. The above recitals are true and correct, and incorporated herein by reference.

SECTION 2. The Master Fee Schedule, attached herein as Exhibit 1 and incorporated by reference, shall be modified as shown, by replacing the Service description of line 22, REF No. S-01410 with the following text:

PRE-APPLICATION REVIEW (INCLUDE SB 330 PRELIM. APP.)

PASSED, APPROVED AND ADOPTED on January 13, 2025, by the following vote:

AYES: COUNCILMEMBER(s):

NOES: COUNCILMEMBER(S):

ABSENT: COUNCILMEMBER(S):

ABSTAIN: COUNCILMEMBER(S):

_____
Mayor, City of Carpinteria

ATTEST:

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

I hereby certify that the foregoing resolution was adopted at a regular meeting of the City Council of the City of Carpinteria held on January 13, 2025.

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

APPROVED AS TO FORM:

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

Exhibit 1 to Resolution No. 6353

CITY OF CARPINTERIA
Master Fee Schedule (Adopted Reso. No 6353)
Effective January 13, 2025

No.	REF No.	SERVICE	PROVIDER	DEPOSIT	FEE	RECOVERY %
COMMUNITY DEVELOPMENT						
1	S-00100	BUILDING PLAN CHECK & INSPECTION	CD-DEV.REV+BLDG	Initial deposit determined by Community Development Director	$35 plus a Fee based on the most cur+G7:G30rent Building Valuation Table published by the International Code Council; or the RCS "Fully Burdened" hourly rate for all personnel involved (See Appendix A), plus any out-of-pocket expenses for contract personnel, special equipment or supplies, or state or county fees applicable charged against a deposit; whichever captures the full cost of the City. Technology Surcharge - 5% on all building permits and plan checks.	100%
2	S-00120	DEMOLITION PERMIT	CD-DEV.REV+BLDG	$1,280	Actual Costs	100%
3	S-00190	SHORT-TERM RENTAL LICENSE	CD-DEV.REV+BLDG		Initial Application - $328 Renewal - $20 plus $15 business license annually (includes $4 SB1186 fee)	100%
4	S-00210	TEMPORARY USE PERMIT - ADMIN	CD-DEV.REV+BLDG		$746	100%
5	S-00220	TEMPORARY USE PERMIT - COMMISSION	CD-DEV.REV+BLDG	$2,500	Actual Costs	100%
6	S-00310	FENCE/SIGN PERMIT - ADMIN	CD-DEV.REV+BLDG		$629	100%
7	S-00315	FENCE/SIGN PERMIT - ARB	CD-DEV.REV+BLDG	$2,500	Actual Costs	100%
8	S-03030	PLAN DUPLIC. WRITTEN AUTHORIZATION	CD-DEV.REV+BLDG		92 per plan plus mailing costs	100%
9	S-00340	SIGN PROGRAM REVIEW	CD-DEV.REV+BLDG	$2,500	Actual Costs	100%
10	S-00350	HOME OCCUPATION PERMIT	CD-DEV.REV+BLDG		See Business License Review No.50	100%
11	S-00420	GENERAL PLAN AMENDMENT	CD-DEV.REV+BLDG	$15,000	Actual Costs	100%
12	S-00425	GENERAL PLAN MAINTENANCE SURCHARGE	CD-PLANNING		5% surcharge on all building permits excluding the remodeling of owner-occupied single family dwellings and business tenant improvements.	50%
13	S-00520	LOCAL COASTAL PROGRAM AMENDMENT	CD-DEV.REV+BLDG	$15,000	Actual Costs	100%
14	S-00800	VARIANCE	CD-DEV.REV+BLDG	$5,000	Actual Costs	100%
15	S-00910	CONDITIONAL USE PERMIT	CD-DEV.REV+BLDG	$7,500	Actual Costs	100%
16	S-01000	ARCHITECTURAL REVIEW	CD-DEV.REV+BLDG	$2,500	Actual Costs	100%
17	S-01100	TENTATIVE TRACT MAP	CD-DEV.REV+BLDG	$11,000	Actual Costs	100%
18	S-01200	TENTATIVE PARCEL MAP	CD-DEV.REV+BLDG	$11,000	Actual Costs	100%
19	S-01310	APPEAL TO PLANNING COMMISSION	CD-DEV.REV+BLDG		$1,279 per appeal (66% Subsidy)	34%
20	S-01320	APPEAL TO CITY COUNCIL	CD-DEV.REV+BLDG		$1,350 (68% Subsidy)	32%
21	S-01400	CONCEPT PLAN REVIEW	CD-DEV.REV+BLDG	$7,000	Actual Costs	100%
22	S-01410	PRE-APPLICATION REVIEW (INCLUDE SB 330 PRELIM. APP.)	CD-DEV.REV+BLDG	$1,500	Actual Costs	100%
23	S-01510	DEVELOPMENT PLAN REVIEW	CD-DEV.REV+BLDG	$7,500	Actual Costs	100%
24	S-02200	LOT LINE ADJUSTMENT	CD-DEV.REV+BLDG	$5,500	Actual Costs	100%
25	S-02210	SB9 LOT SPLIT	CD-DEV.REV+BLDG	$5,500	Actual Costs	100%
26	S-02220	LOT MERGER	CD-DEV.REV+BLDG	$2,500	Actual Costs	100%
27	S-02310	COASTAL DEVELOPMENT PERMIT - ADMIN	CD-DEV.REV+BLDG	$2,500	Actual Costs	100%
28	S-02315	COASTAL DEVELOPMENT PERMIT - DISCR.	CD-DEV.REV+BLDG	$5,000	Actual Costs	100%
29	S-02400	NEW/AMENDED SPECIFIC PLAN	CD-DEV.REV+BLDG	$15,000	Actual Costs	100%
30	S-03000	CERTIFICATE OF COMPLIANCE REVIEW	CD-DEV.REV+BLDG	$7,500	Actual Costs	100%
31	S-03025	ZONING LETTER	CD-DEV.REV+BLDG		$538	100%
PUBLIC WORKS						
32	S-03400	R.O.W. VACATION PROCESSING	PW-ADMINISTRATION	$5,000	Actual Costs	100%
33	S-03420	FINAL TRACT MAP/REVERS. TO ACREAGE	PW-ADMINISTRATION	$10,000	Actual Costs	100%
34	S-03425	FINAL PARCEL MAP	PW-ADMINISTRATION	$10,000	Actual Costs	100%
35	S-03430	FINAL LOT LINE ADJUST/LOT MERGER	PW-ADMINISTRATION	$3,000	Actual Costs	100%
36	S-03444	ENGINEERING PLAN CHECK/INSPECTION	PW-ADMINISTRATION	Initial deposit determined by Public Works Director	Actual Costs	100%
37	S-03916	SPECIAL ANNUAL UTILITY PERMIT ISSUE	PW-ADMINISTRATION		$584	100%
38	S-04005	R-O-W ENCROACHMENT-ARCHITECTURAL	PW-ADMINISTRATION		$330	100%
39	S-04010	R-O-W ENCROACHMENT-DUMPSTER	PW-ADMINISTRATION		$112	100%
40	S-04030	R-O-W ENCROACHMENT-TABLES/CHAIRS	PW-ADMINISTRATION		$112 $112 - Renewal	100%
41	S-04035	R-O-W ENCROACHMENT-PARKLET	PW-ADMINISTRATION		$442 $218 - Five Year Renewal	100%
42	S-04042	R-O-W ENCROACHMENT-OTHER	PW-ADMINISTRATION	Initial deposit determined by Public Works Director	$112 or Actual Costs	100%
43	S-04050	WIDE/OVERSIZE LOAD REVIEW	PW-ADMINISTRATION		State-Mandated Fee: $16 - single trip permit $91 - annual permit	15%
44	S-04070	SPECIAL EVENT-APPLICATION REVIEW	PW-ADMINISTRATION		Non-Profit Orgs. - $233 (76% Subsidy) Other - $964	24%
45	S-04075	SPECIAL EVENT-SET-UP/CLEAN-UP SVC	PW-ADMINISTRATION	Initial deposit determined by Public Works Director	Actual Costs	100%
46	S-04090	MISCELLANEOUS ENGINEERING SERVICES	PW-ADMINISTRATION	Initial deposit determined by Public Works Director	Actual Costs	100%
47	S-04095	ELECTRIC VEHICLE CHARGING	PW-ADMINISTRATION		Charging: Peak Hours (4pm-9pm) - $0.40 per KwH Off-Peak Hours - $0.25 per KwH Idle Fee (7:30am-9pm) - $5 per hour after a 10 minute grace period after fully charged ($30 maximum)	100%

CITY OF CARPINTERIA
Master Fee Schedule (Adopted Reso. No 6353)
Effective January 13, 2025

No.	REF No.	SERVICE	PROVIDER	DEPOSIT		FEE	RECOVERY %
CODE COMPLIANCE							
48	S-00360	ANIMAL KEEPING PERMIT	CD-DEV.REV+BLDG			$518 $365 - Renewal	100%
49	S-00361	BREEDER/KENNEL PERMIT	CD-DEV.REV+BLDG			$518 $365 - Renewal	100%
50	S-08530	BUSINESS LICENSE REVIEW	CD-DEV.REV+BLDG			NEW BUSINESS: $20 - New Out-of-City Business and Existing Changed Owner Business $137 - New In-City Business, Moved Business, and Home Occupation, plus $195 for Building Inspection, if required RENEWAL - $20 Processing Fee (See No. 95)	100%
51	S-03050	LETTER OF CONVENIENCE/ABC	CD-CODE COMPLIANCE			$2,071	100%
52	S-04110	BUS. REGULATION - ADULT ORIENTED	CD-CODE COMPLIANCE	$2,500		Actual Costs $482 - Renewal	100%
53	S-04140	BUS. REGULATION - FILMING - TIER I	CD-CODE COMPLIANCE			$487	100%
54	S-04142	BUS. REGULATION - FILMING - TIER II	CD-CODE COMPLIANCE	$1,500		Actual Costs	100%
55	S-04160	BUS. REGULATION - SOLICITOR/PEDDLER	CD-CODE COMPLIANCE			$579 + Actual Costs $213 - Renewal	100%
56	S-04170	BUS. REGULATION - LIVE ENTERTAINMENT	CD-CODE COMPLIANCE			$629 + Actual Costs $228 - Renewal	100%
57	S-04182	BUS. REGULATION - MASSAGE ESTABLISH	CD-CODE COMPLIANCE	$1,500		Actual Costs $452 - Renewal	100%
58	S-04184	BUS. REGULATION - MASSAGE THERAPIST	CD-CODE COMPLIANCE			INITIAL PERMIT: $396 RENEWAL: $396	100%
59	S-08593	TOBACCO RETAILER PERMIT	CD-CODE COMPLIANCE			$503 per permit: includes $375 County pass-through and $4 State Pass through	100%
60	S-04185	MISC. BUSINESS BACKGROUND PERMIT	CD-CODE COMPLIANCE	$1,500		Actual Costs $482 - Renewal	100%
61	S-04400	SHOPPING CART IMPOUND RELEASE	CD-CODE COMPLIANCE			Actual Costs	100%
62	S-04410	CODE ENFORCEMENT INSPECTION	CD-CODE COMPLIANCE			Actual Costs	100%
63	S-04420	INSPECTION/ABATEMENT WARRANT	CD-CODE COMPLIANCE			Actual Costs	100%
64	S-04430	NUISANCE ABATEMENT	CD-CODE COMPLIANCE			Actual Costs	100%
65	S-05310	ABANDONED VEHICLE REMOVAL	CD-CODE COMPLIANCE			$360	100%
66	S-05300	ANIMAL CONTROL SERVICES	CD-ANIMAL REGULATION			ANNUAL DOG LICENSES $25 - Neutered or Spayed $100 - Unaltered $15 - Altered and owned by Senior $25 - Late Fee	50%
67	S-05301	STRAY ANIMAL IMPOUND	CD-ANIMAL REGULATION			$85 - 1st Release $130 - 2nd Release $220 - 3rd Release	50%
68	S-05302	DEAD ANIMAL PICK-UP	CD-ANIMAL REGULATION			Large Animals (75 pounds or more) - $75 per animal Other Animals - $50 per animal	50%
69	S-05304	IN-HOME ANIMAL QUARANTINE	CD-ANIMAL REGULATION			$305	100%
70	S-04500	FALSE BURGLARY ALARM RESPONSE	POLICE SERVICES			1st & 2nd Responses - $0 3rd Response - $152 4th and subsequent response in twelve month period - $305	100%
71	S-04600	VEHICLE INSPECTION	POLICE SERVICES			$46	100%
72	S-04700	REQUESTED ACCIDENT INVESTIGATION	POLICE SERVICES			$173	100%
PARKS, RECREATION, AND COMMUNITY SERVICES							
73	S-05700	ADULT SPORTS	PARKS & RECREATION			Adult Softball - $350 per team plus $14 umpire fee per game Tennis Courts: Day Pass: Adult - $7 Senior - $5 10-Visit Pass: Adult - $40 Senior - $31	100%
74	S-06610	PARK/FIELD RENTAL	PARKS & RECREATION			El Carro/Viola Field Rental - $27.50 per hour, per field Field Preparation - $60 per day BBQ/Picnic Reservation - $35 per site Large Group Camping - $600 per day Salt Marsh Amphitheater - $50 per hour, 2 hour minimum Misc. Park Facilities - $51	100%
75	S-06700	COMMUNITY GARDEN	PARKS & RECREATION			$60 per plot for six months	100%
76	S-07000	LIBRARY CARD REPLACEMENT	PARKS & RECREATION - Library			$1 per card	100%
77	S-07100	LOST/DAMAGED LIBRARY MATERIAL REPL	PARKS & RECREATION - Library			Actual Replacement Costs plus $5 processing fee	100%
78	S-07200	TEST PROCTORING	PARKS & RECREATION - Library			$45 per test	100%
79	S-07300	LIBRARY SELF-SERVE PRINTING	PARKS & RECREATION - Library			Black & White - $0.15 per copy Color - $0.25 per copy	100%
80	S-07400	LIBRARY COLLECTION RECOVERY	PARKS & RECREATION - Library			Charge the current Black Gold costs.	100%
ADMINISTRATION							
81	S-08025	MOBILE HOME-RENT ADJUSTMENT REVIEW	CITY ADMINISTRATION	$6,000		Actual Costs	100%
82	S-08200	RESEARCH SERVICE	VARIOUS			Actual Costs	100%
83	S-08320	DOCUMENT COPY SERVICE	VARIOUS			$0.25 per copy	20%
84	S-08410	ELECTRONIC FILE COPY	VARIOUS			$8 per device	100%
85	S-08425	DOCUMENT CERTIFICATION	CM-CITY CLERK			$10	100%
86	S-08426	LIFE CERTIFICATION	CM-CITY CLERK			$10	100%
87	S-08595	NSF CHECK PROCESSING	ADM.SVCS-FINANCE			$50	100%
88	S-08596	CREDIT CARD PROCESSING	ADM.SVCS-FINANCE			4.00%	100%
89	S-08600	CABLE TV STUDIO RENTAL	CITY ADMINISTRATION			Actual Costs	100%
90	S-08722	AGENDA MAILING SERVICE - ANNUAL	CM-CITY CLERK			$294 plus 26 S.A.S.E	100%
91	S-08724	MINUTES MAILING SERVICE - ANNUAL	CM-CITY CLERK			$294	100%
92	S-08734	FULL AGENDA PACKET MAILING - SINGLE	CM-CITY CLERK			$36	100%
93	S-08740	ELECTION CANDIDATE PROCESSING	CM-CITY CLERK		*	$25	10%
94	S-08741	LOCAL INITIATIVE PROCESSING	CM-CITY CLERK		*	$203	15%
95		BUSINESS LICENSE PROCESSING	ADM.SVCS-FINANCE			$20 - New and Renewals	100%
96		TRANSIENT TAX PROCESSING FEE	ADM.SVCS-FINANCE			$20 - Short Term Rentals $76 - Hotel or Motel	100%

Refer to Cost of Service Study for the City of Carpinteria September 2023 filed with City Clerk and available on City's Website under Administrative Services Department.

*Per elections code CPI index is not applicable to theses fees.

City of Carpinteria

COUNCIL AGENDA STAFF REPORT
January 13, 2025

ITEM FOR COUNCIL CONSIDERATION

Approval of the December 2025 Holiday Schedule, Closure of City Hall from December 24, 2025 through January 2, 2026, and Adoption of Resolution No. 6351, Amending the City's Recognized Holidays.

STAFF RECOMMENDATION

Approve the December 2025 holiday schedule, authorize the closure of City Hall from December 24, 2025 through January 2, 2026, and adopt Resolution No. 6351, amending the City's recognized holidays.

Sample Motion: I move to approve the December 2025 holiday schedule, authorize the closure of City Hall from December 24, 2025 through January 2, 2026, and adopt Resolution No. 6351, amending the City's recognized holidays.

BACKGROUND/DISCUSSION

On January 9, 2023, the City Council adopted Resolution No. 6184 which updated the City's holiday schedule to reflect current state law and City Council direction, including holidays that are part of the Council approved labor agreement and conditions of employment.

As per the labor agreement, conditions of employment, and past City practice, the designated Christmas and New Year's Day holidays are flexible, allowing observance on either the day before or the day after December 25 and January 1. In December 2025, both holidays fall on a Thursday, making them legal holidays and adding either the preceding or following day as an additional observed holiday.

Staff recommends adopting the schedule shown in Table 1 for the December 2025 Christmas and New Year's Day holidays to align with Resolution No. 6184 and meet the City's operational needs. Staff also recommends that the City Council consider closing City Hall from December 24, 2025, through January 2, 2026, to provide time for staff training, department organizational projects, and/or use of personal time off (PTO) over the holidays.

The purpose of this agenda matter is for the Council to consider approving the December 2025 holiday schedule, authorize the closure of City Hall from December 24, 2025 through January 2, 2026, and adopt Resolution No. 6351, amending the City's recognized holidays.

Table 1: December 2025 – Holiday Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
12/14/2025	12/15/2025	12/16/2025	12/17/2025	12/18/2025	12/19/2025	12/20/2025
	City Hall open as usual					
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
12/21/2025	12/22/2025	12/23/2025	12/24/2025	12/25/2025	12/26/2025	12/27/2025
	City Hall Open As Usual	City Hall Open As Usual	Christmas Eve Holiday	Christmas Holiday	City Hall Closed to Public	
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
12/28/2025	12/29/2025	12/30/2025	12/31/2025	1/1/2026	1/2/2026	1/3/2026
	City Hall Closed to Public	City Hall Closed to Public	New Year's Eve Holiday	New Year's Day Holiday	City Hall Closed to Public	

Staff anticipates the proposed closure will have little effect on services to the public given that these days fall around Christmas Day and New Year's Day and generally public contact at City Hall is very slow during the holiday season. As stated above, employees will have the option to work during the days City Hall is closed to the public, allowing time for training and department organizational projects, in addition to completion of general tasks. There will be on-call personnel for emergencies or special situations that would require immediate attention. For the days City Hall is closed to the public, employees could also choose to take time off and use their PTO and/or floating holidays, management leave, etc. to cover those days City Hall will be closed.

The Community Pool will likely be closed between December 22, 2025 and January 2, 2026 for maintenance. The Carpinteria Community Library will be closed December 24 - 27, 2025 and December 31, 2025 through January 1, 2026. AgeWell will be closed December 24, 2025 through January 2, 2026 and reopening on January 4, 2026.

At this time, staff would also like to amend the City's recognized holidays (previously adopted via Resolution No. 6184 in January 2023) to clarify the Christmas Eve and New Year's Eve holidays to be consistent with the Miscellaneous and Management Conditions

of Employment. The proposed clarifications are shown in Table 2 below and incorporated in the attached Resolution No. 6351:

Table 2: City's Recognized Holiday's Modification

Holiday	Date of Holiday*
New Year's Day	January 1st
Dr. Martin Luther King Jr. Day	Third Monday in January
President's Day	Third Monday in February
Memorial Day	Last Monday in May
Juneteenth	June 19th
Independence Day	July 4th
Labor Day	First Monday in September
Veteran's Day	November 11th
Thanksgiving Day	Fourth Thursday in November
Friday following Thanksgiving Day	Fourth Friday in November
Christmas Eve	December 24th or December 26th or as approved by City Council
Christmas Day	December 25th
~~Day before or after Christmas~~	~~December 24th or December 26th or as approved by City Council~~
~~Day before or after New Year's Day~~New Year's Eve	December 31st or January 2nd or as approved by City Council

POLICY CONSISTENCY

The proposed holiday schedule has been drafted for consistency with approved labor agreements and conditions of employment.

FINANCIAL CONSIDERATIONS

There is no direct financial impact should the Council approve the holiday schedule and authorize the closure of City Hall from December 24, 2025 through January 2, 2026.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

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

OPTIONS

1. Approve the December 2025 holiday schedule, authorize the closure of City Hall from December 24, 2025 through January 2, 2026, and adopt Resolution No. 6351, amending the City's recognized holidays.
2. Decline to approve the December 2025 holiday schedule nor authorize the closure of City Hall from December 24, 2025 through January 2, 2026, and decline to adopt

Resolution No. 6351, amending the City's recognized holidays, and provide direction to staff as appropriate.

PRINCIPAL PARTIES EXPECTED AT MEETING

There are no principal parties expected at the meeting.

ATTACHMENTS

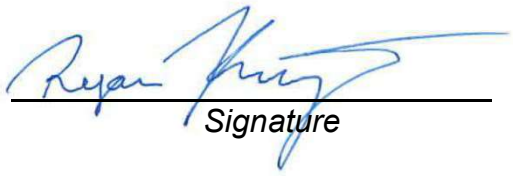
A. Resolution No. 6351

Staff contact: Brian C. Barrett, City Clerk
(805) 755-4403; brianb@carpinteriaca.gov



Signature

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



Signature

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



Signature

ATTACHMENT A

Resolution No. 6351

RESOLUTION NO. 6351

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA AMENDING RESOLUTION NO. 6184, DESIGNATING HOLIDAYS ON WHICH CITY OF CARPINTERIA PUBLIC OFFICES SHALL BE CLOSED

WHEREAS, Section 6700 of the California Government Code designates the days that are holidays in the State of California ("State"); and

WHEREAS, Section 6702 of the California Government Code provides that City offices shall be closed on designated State holidays unless otherwise provided by City ordinance or resolution; and

WHEREAS, the City Council desires and deems it to be in the public interest and consistent with provisions of the Carpinteria Municipal Code to designate certain holidays as described in Exhibit A, attached hereto; and

WHEREAS, the City Council adopted Resolution No. 6184 on January 9, 2023 designating holidays on which the City of Carpinteria Public Offices shall be closed; and

WHEREAS, staff wishes to amend Exhibit A to Resolution No. 6184 (City Recognized Holidays) via the adoption of Resolution No. 6351 to clarify the Christmas Eve and New Year's Eve holidays.

NOW, THEREFORE, BE IT RESOLVED as follows:

SECTION 1. The above recitals are true and correct.

SECTION 2. The dates included in the attached and amended Exhibit A are recognized as City Holidays and incorporated herein by this reference. Whenever a recognized holiday falls on a Saturday or Sunday, the City will observe the holiday on the preceding Friday or following Monday, respectively.

SECTION 3. Consistent with state law, City offices shall be closed on designated holidays while the City Manager may determine that certain services are necessary to be provided on holidays and make appropriate arrangements for their delivery.

SECTION 4. The holidays designated by this Resolution are intended to be consistent with and shall not be interpreted to supersede provisions that are part the approved labor agreement and conditions of employment.

SECTION 5. The City Manager is directed to make the holiday schedule available to all City employees and to the public through means such as the City website.

PASSED, APPROVED AND ADOPTED on the 13th day of January, 2025, by the following vote:

AYES: COUNCILMEMBER(S):

NOES: COUNCILMEMBER(S):

ABSENT: COUNCILMEMBER(S):

ABSTAIN: COUNCILMEMBER(S):

_____
Mayor, City of Carpinteria

ATTEST:

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

I hereby certify that the foregoing resolution was adopted at a regular meeting of the City Council of the City of Carpinteria held on January 13, 2025.

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

APPROVED AS TO FORM:

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

Exhibit A to Resolution No. 6351

City Recognized Holidays

Holiday	Date of Holiday
New Year's Day	January 1st
Dr. Martin Luther King Jr. Day	Third Monday in January
President's Day	Third Monday in February
Memorial Day	Last Monday in May
Juneteenth	June 19th
Independence Day	July 4th
Labor Day	First Monday in September
Veteran's Day	November 11th
Thanksgiving Day	Fourth Thursday in November
Friday following Thanksgiving Day	Fourth Friday in November
Christmas Eve	December 24th or December 26th or as approved by City Council
Christmas Day	December 25th
New Year's Eve	December 31st or January 2nd or as approved by City Council

City of Carpinteria

COUNCIL AGENDA STAFF REPORT
January 13, 2025

ITEM FOR COUNCIL CONSIDERATION

Authorize the City Manager to Purchase an Electric Tractor from Monarch Tractor.

STAFF RECOMMENDATION

Staff recommends that the City Council:

1. Authorize the City Manager to purchase an electric tractor from Monarch Tractor in an amount not-to-exceed $114,750; and

2. Authorize the City Manager to execute the Off-Road Equipment Replacement Program Voucher Agreement with the Santa Barbara County Air Pollution Control District.

Sample Motion: I move to:

1. Authorize the City Manager to purchase an electric tractor from Monarch Tractor in an amount not-to-exceed $114,750.
2. Authorize the City Manager to execute the Off-Road Equipment Replacement Program Voucher Agreement with the Santa Barbara County Air Pollution Control District.

(The motion requires a roll call vote.)

BACKGROUND

The City is committed to transitioning from fossil fuel-based City vehicles and equipment to carbon-neutral alternatives. To help advance this commitment, the City pursues fleet electrification incentives whenever possible. This fiscal year, the Off-Road Equipment Replacement Program (Program) is being offered through the Santa Barbara County Air Pollution Control District (SBAPCD). The Program provides a monetary incentive to replace large, diesel-powered off-road equipment, such as tractors, with electric-powered equipment alternatives. Under the Program, participating local agencies receive a

voucher that covers the base cost of the electric-powered equipment excluding sales tax, fees, and shipping costs.

The purpose of this agenda matter is to recommend that the City Council authorize the City Manager to purchase an electric tractor from Monarch Tractor in an amount not-to-exceed $114,750 and to execute the Off-Road Equipment Replacement Program Voucher Agreement with SBAPCD.

DISCUSSION

The proposed electric tractor for purchase is a MK-V XLR Utility Tractor, as shown in Attachment A, that is manufactured by Monarch. The total estimated cost of the proposed electric tractor is approximately $114,750, which includes the base cost of $105,261 and sales tax. Staff obtained preapproval of the electric tractor from SBAPCD. Under the Program, SBAPCD also approved a voucher up to $67,000, which is guaranteed through reimbursement upon the purchase of the electric tractor. Should the City Council authorize the City Manager to execute the Program voucher, the Program does require for the City to dispose of one (1) diesel-powered piece of equipment at a SBAPCD-designated dismantling location and submit copies of both the purchase receipt of the electric equipment and a Certificate of Destruction from the designated dismantler. Staff identified an existing, City-owned 2016 John Deere 4044M diesel-powered tractor as eligible for destruction. A copy of the Program application is shown in Attachment B.

The electric tractor may also be eligible for rebates of up to $50,000 from Central Coast Community Energy (3CE), which may make the purchase fully cost recoverable. However, the 3CE rebate is not guaranteed unlike the Program voucher, and the City would be responsible for any remaining balance up to $50,000 not covered by the Program voucher. Nonetheless, staff will also apply for this incentive opportunity. At this time, no action is being recommended by staff regarding this 3CE incentive opportunity.

The Major Equipment Fund in the Fiscal Year 2024-25 Budget is proposed to fund the cost. Of the $114,750, the $67,000 would be offset by the Program and potentially $50,000 from the 3CE rebate program.

POLICY CONSISTENCY

The recommendation can be found consistent with Section 3.32.050 of the Carpinteria Municipal Code, which authorizes the City Manager, as Purchasing Officer, in part, to supervise the exchange or trade-in of all supplies and equipment having become unsuitable for City use.

The recommendation can also be found consistent with the City's Sustainable Community Policy[1]:

[1] City Council Resolution No. 5500.

Energy Conservation

> *Reduce greenhouse gas emissions through various activities which may include improved mass transit systems, reduced vehicle trips, improved alternative transportation systems for biking, walking and low emission vehicles, etc.*

The recommendation can also be found consistent with the City's Environmentally Preferable Purchasing Policy[2]:

4.3 Energy Efficient and Water Saving Products

> *4.3.1 Purchase energy-efficient equipment with the most up-to-date, economically feasible, and proven energy efficiency functions. This includes, but is not limited to, high efficiency space heating systems and high efficiency space cooling equipment.*

Finally, the recommendation can be found consistent with the National Pollutant Discharge Elimination System (NPDES) Phase II Small MS4 Permit[3] in which the City's interest is in maintaining streets and other public property in a manner that is safe, minimizes negative impacts on the environment, including, in particular, creeks, the salt marsh, and ocean waters, and aesthetically pleasing.

FINANCIAL CONSIDERATIONS

No Additional Funding Requested. There is sufficient budget in Fund 103-431-5761 [Major Equipment Fund].

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

The recommendation is in accordance with Section 3.32.050 of the Carpinteria Municipal Code (Surplus supplies—Trade-ins authorized). Taking out of service and disposing of equipment that is no longer needed or in disrepair is consistent with the City's risk management interests.

OPTIONS

1. Authorize the City Manager to purchase an electric tractor from Monarch Tractor in an amount not-to-exceed $114,750 and authorize the City Manager to execute the Off-Road Equipment Replacement Program Voucher Agreement with the Santa Barbara County Air Pollution Control District. (Staff recommendation)
2. The City Council could choose to not approve the recommendation and direct staff as determined appropriate.

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[2] City Council Resolution No. 5686.

[3] *National Pollutant Discharge Elimination System (NPDES) General Permit for Waste Discharge Requirements for Storm Water Discharges from Small Municipal Separate Storm Sewer Systems*

PRINCIPAL PARTIES EXPECTED AT MEETING

None.

ATTACHMENTS

Attachment A: Proposed Electric Tractor
Attachment B: Off-Road Equipment Replacement Program Application

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

Signature

Reviewed by:
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Signature

Reviewed by:
Licette Maldonado, Administrative Services Director
(805) 755-4448; licettem@carpinteriaca.gov

Signature

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

Signature

ATTACHMENT A

Proposed Electric Tractor

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MONARCH®

MK-V HARDWARE SPECIFICATIONS

100% Electric | Driver Optional | Data–Driven

Power		XLR	LR
Peak Motor Power	hp (kW)	70 (52)	
Rated Motor Power	hp (kW)	40 (30)	
Run Time	hrs	est. 14*	est. 7*

*varies based on farm, operation, and implement

Drive Train		
Type		4 Wheel Drive
Transmission		Push Button Transmission
Number of Speeds		9F / 3R
Clutch Type		Wet
Clutch Actuation		Automated Electro-hydraulic
Brake Type		Wet, Independent
Brake Actuation		Mechanical / Electro-hydraulic

Power Take-Off		
PTO Power	hp (kW)	40 (30)
PTO Speed	rpm	540
PTO Location		Rear
PTO Clutch Type		Wet
PTO Actuation		Electro-hydraulic

Hydraulics		
Type		Closed Center
Pump Rated Output	gpm (l/min)	19.8 (75)
Rated Flow (for Constant Flow)	gpm (l/min)	12.0 (45)
Rear Remote Valves		2 SCVs + 1 Constant Flow

Implement Interface		
3-Point Hitch		CAT I/II
Hitch Lift Capacity	lbs (kg)	2,200 (997)
Drawbar Type		Swinging, 3 positions
Drawbar Towing Capacity	lbs (kg)	5,500 (2,500)
Drawbar Max. Vertical Load	lbs (kg)	1,100 (500)
Front Ballast Capacity	lbs (kg)	up to 528 (240)

Tires	
Tire Type	R1 AG
Front Tires	200 / 70R16 Tubeless
Rear Tires	11.2-24 Tubeless

Charging and Exportable Power		XLR	LR
Charge Port		J1772 Type 1 (up to 80 A)	
Charging Level		AC Level 2	
Charging Time (w/ 80 A Charger)	hrs	5	2.5
Charging Time (w/ 40 A Charger)	hrs	10	5
220 VAC Power Outlet		NEMA L6-30R (18A)	
110 VAC Power Outlet		NEMA 5-15 (15A)	

Roof		
ROPS		Rigid, 4-Post
LED Work Lights		8x (2x per side)
LED Work Light Brightness, each	lumens	2,000

Connectivity Modules	
WiFi	802.11ac Dual Band
Cellular	4G (LTE) Ready
Radio	Lora - 900 Mhz - 30 Dbi Ready

Dimensions		
Overall Tractor Length	in (mm)	146.7 (3,725)
Overall Tractor Height	in (mm)	92.1 (2,340)
Minimum Tractor Width	in (mm)	48.4 (1,230)
Roof Width	in (mm)	51.8 (1,315)
Wheelbase	in (mm)	85.0 (2,160)
Front Axle Clearance	in (mm)	11.0 (280)
Front Track Width	in (mm)	37.0 (939)
Rear Track Width (Adjustable)	in (mm)	36.0 (916) 40.6 (1,030) 43.9 (1,116) 48.4 (1,230)
Turning Radius	ft (m)	8.9 (2.7)
Base Weight	lbs (kg)	5,750 (2,610)

Warranty		
Tractor	years / hrs	4 / 4,000*
Battery	years / hrs	8 / 8,000

*extended warranty available for CORE customers

MONARCH®

MK-V CHARGER SPECIFICATIONS

100% Electric | Driver Optional | Data–Driven

Monarch SKU	M-A-L2C-40A-N1450-EP	M-A-L2C-64A-HW-EP	M-A-L2C-80A-HW-CC
Monarch Part Description	EV Charger, 40A NEMA 14-50 - Enphase	EV Charger, 64A Hardwired - Enphase	EV Charger, 80A Hardwired Clipper Creek
Monarch Selling Price	$835/-	$1,176/-	$2,195/-
Shipping and Installation	Not Included	Not Included	Not Included
Picture			

Product Key Features

M-A-L2C-40A-N1450-EP	• Provides up to 40 A charging via the J1772 Connector • Includes wall mounted J1772 connector holster • Type 4X watertight and corrosion-resistant rubber over-molded EV connector • Includes an industrial grade NEMA 14-50R outlet receptacle
M-A-L2C-64A-HW-EP	• Provides up to 64 A charging via the J1772 Connector • Includes wall mounted J1772 connector holster • Type 4X watertight and corrosion-resistant rubber over-molded EV connector
M-A-L2C-80A-HW-CC	• Provides up to 80 A charging via the J1772 Connector • Includes J1772 connector holster
All of the Above	• LED lights to indicate charger status • Industry-leading 25-foot charging cable • Integrated cable wrap helps to neatly stow away the cable cord when not in use • Comprehensive safety and efficiency compliance and certifications, including ENERGY STAR® Certified ETL listing.

Charge Time and Power	M-A-L2C-40A-N1450-EP	M-A-L2C-64A-HW-EP	M-A-L2C-80A-HW-CC
Approximate Charge Time (from 5% to 95%)	10-12 hours	6.25-7.5 hours	5-6 hours
Maximum Output Current	40 A continous	64 A continous	80 A continous
Maximum Output Power	9.6 kW	15.4 kW	19.2 kW

Electrical Specification	M-A-L2C-40A-N1450-EP	M-A-L2C-64A-HW-EP	M-A-L2C-80A-HW-CC
Input Voltage (Input Voltage Range)	208/240 VAC (185 VAC – 264 VAC)		
Input Power Phase	Single Phase		
Circuit Breaker Requirement	Dedicated, 2-pole 50 A	Dedicated, 2-pole 80 A	Dedicated, 2-pole 100 A
Plug Type	NEMA 14-50	Hardwired (Electrician Installed)	
Input Cable Length	12" (304.8 mm)	3' (914.4 mm) Pre-wired with (L1, L2, Gnd) 8 AWG service whip provided	Premise wiring not included. To be sized by licensed electrician.

Mechanical and Environmental	M-A-L2C-40A-N1450-EP	M-A-L2C-64A-HW-EP	M-A-L2C-80A-HW-CC
Enclosure Dimensions (L × W × D)	19.7" × 8.9" × 5.3" (500 mm × 226 mm × 135 mm)	19.7" × 8.9" × 5.3" (500 mm × 226 mm × 135 mm)	22" × 17" × 12" (559 mm × 432 mm × 304.8 mm)
Weight	13.5 lbs. (6.1 kgs)	17.8 lbs. (8.1 kgs)	45 lbs. (20.4kgs)
Environmental Rating	Indoor and Outdoor Rated		
Operating Temperatures	-22°F to 122°F (-30°C to 50°C)		
Enclosure Rating	Rugged, fully sealed NEMA Type 4 - watertight station		

Warranty	M-A-L2C-40A-N1450-EP	M-A-L2C-64A-HW-EP	M-A-L2C-80A-HW-CC
	5 years	5 years	1 year

Manufacturer Data: Enphase	M-A-L2C-40A-N1450-EP	M-A-L2C-64A-HW-EP	M-A-L2C-80A-HW-CC
Manufacturer SKU	HCS-50R-C29-P6-L25-283	802.11ac Dual Band	CS-100-C16-L25-107
Manufacturer Part Description	40 A Charger (HCS-50R)	64 A Charger (HCS-80R)	80 A Charger (CS-100)
Manufacturer Link	HCS-50R Web Link	HCS-80R Web Link	CS-100 Web Link
Manufacturer Data Sheet	HCS-50R Data Sheet	HCS-80R Data Sheet	CS-100 Data Sheet
Installation User Manual	HCS User Manual		CS-100 User Manual

MK-V TIRE SPECIFICATIONS

100% Electric | Driver Optional | Data–Driven

Monarch Part	R1 Alliance A-370 / FarmPRO 324	R14 Goodyear R14T	R4 Galaxy Marathoner	R3 Galaxy Garden Pro XTD
Monarch SKU	M-A-TWAS-MKV-R1AAF-TS4	M-A-TWAS-MKV-R14GY-TS4	M-A-TWAS-MKV-R4GM-TS4	M-A-TWAS-MKV-R3GGP-TS4
Tractor Configuration Upgrade Price (Shipping and Installation Included if ordered with Tractor)	Included in Tractor Price	+$1,800*	+$600*	+$1,000*
Accessory Set Price - Tractor Tire/Wheel Assembly (Set of 4) (Shipping extra, Installation not included) *Starting at	$1,699*	$3,499*	$2,299*	$2,699*









Dimensions in. (mm)	R1 Alliance A-370 / FarmPRO 324		R14 Goodyear R14T		R4 Galaxy Marathoner		R3 Galaxy Garden Pro XTD	
	Front	Rear	Front	Rear	Front	Rear	Front	Rear
Unloaded Outer Diameter	27 (686)	43.5 (1105)	27.3 (692)	41.4 (1052)	26.7 (678)	42.2 (1072)	27 (686)	42 (1068)
Unloaded Static Width	7.8 (198)	11.2 (285)	8.9 (226)	12.6 (320)	8.4 (213)	16.1 (409)	8.5 (216)	15.9 (404)
Statically Loaded Radius	12.4 (315)	20.5 (520)	12.5 (318)	18.7 (476)	12.7 (322)	19.4 (495)	12.5 (318)	19 (483.1)
Rolling Circumference	81.5 (2069)	131.6 (3343)	81 (2061)	125 (3178)	84 (2134)	128.7 (3268)	78.9 (2004)	125.9 (3198)
Tractor Minimum Overall Width	48.4 (1229)		54.2 (1377)		59.4 (1509)		59.2 (1504)	
Available Track Widths	37.0 (939)	36.0 (916) 40.6 (1,030) 43.9 (1,116) 48.4 (1,230)	38.9 (988)	42.1 (1069)	38.9 (988)	45.5 (1156)	38.9 (988)	45.5 (1156)

Sizes/Specifications	R1 Alliance A-370 / FarmPRO 324		R14 Goodyear R14T		R4 Galaxy Marathoner		R3 Galaxy Garden Pro XTD	
	Front	Rear	Front	Rear	Front	Rear	Front	Rear
Manufacturer	Yokohama		Titan		Yokohama		Yokohama	
Brand	Alliance		Goodyear		Galaxy		Galaxy	
Model	A-370	Farm PRO 324	R14T		The Marathoner		GARDEN PRO XTD	
Tread Designation	R-1W	R-1	R-1		R-4		R-3+	
Size	200/70R16	11.2-24	27x8.50-15	320/85R20	27.8.5-105	4.3x16.00-20	215/70R15	400/70R20
Rim Size	W6 x 16	W10 x 24	7JA x 15	W11 x 20	7 x 15	13 x 15	7 x 15	13 x 15
Load Index & Speed Symbol	94A8/94B	116A8	102A8	119D	96B/100A6	120A6	90A6/90B	130A8/130B
Tire Type	TL	TL	TL	TL	TL	TL	TL	TL
Tire Construction	Radial	Bias	Bias	Radial	Bias		Radial	

Product Key Features	R1 Alliance A-370 / FarmPRO 324	R14 Goodyear R14T	R4 Galaxy Marathoner	R3 Galaxy Garden Pro XTD
	• Modern curved 25 degree design for both on and off road applications. • Superior traction during field operations • The large tire footprint area reduces average ground pressure, minimizing soil compaction and increases flotation abilities • Rim allows for adjustable rear track width for different crops and row widths	• Continuous arc bar angle and shape inspired by the premium Goodyear Optitrac R-1W line, provides unparalleled traction and cleaning • High lug-to-void ratio perfect for hard surface applications with a lug designed for cleaning and traction in softer soils • Designed for minimal ground disturbance ideal for lawn, turf, and sandy soil application • The perfect hybrid between a R-1 and a R-4	• Designed to provide outstanding wear characteristics and offer great pulling power • The Marathoner features Galaxy's "Mud Breakers," designed to eject mud from the tread • Ideal for hard surface applications, both on and offroad	• A mixed-service radial tire developed specifically for small tractors used in gardening, orchards, and vineyards • Features nearly 50 per cent greater tread depth than typical R-3 tires, and a solid-to-void ratio of 49:51 per cent - substantially more than typical R-1 or R-4 tires

Manufacturer Data	Yokohama Alliance		Titan GoodYear		Yokohama Galaxy		Yokohama Galaxy	
	R1 Alliance A-370	FarmPRO 324	Goodyear R14T	Goodyear R14T	The Marathoner	The Marathoner	Garden Pro XTD	Garden Pro XTD

MONARCH

Direct Sales Order

Zimeno Inc. DBA Monarch Tractor
203 Lawrence Drive, Suite A
Livermore, CA 94551
David Kahn
dkahn@monarchtractor.com
(510) 918-8259

Customer: City of Carpinteria
5775 Carpinteria Ave
Carpinteria, CA 93013
Stephon Downes
stephond@carpinteriaca.gov
(805) 755-4446

Sales Order Date: August 28, 2024

Sales Order Number: TBD

Quantity	Part Number	Description	Unit Price	Extended Price
1	M-T-MKV-REVB-23-40-XLR-4WD-R4T-LOADER	MK-V XLR Utility - Coming Soon	*$98,998*	*$98,998*
1	M-A-L2C-64A-HW-EP	EV Charger, 64 A Hardwired – Enphase*	*$2,195*	$2,195
1	M-D-CON-SUB-12	Monarch® ConnectTM – Annual Subscription**	*$2,388*	$2,388
1	M-A-TWAS-MKV-R3GGP-TS4	R3 Galaxy Garden Pro XTD - Tractor Tire/Wheel Assembly (Set of 4)	*$2,699*	$2,699
1	M-W-MKV-23-TRAC-4Y4000H	Monarch® Tractor Limited Warranty+	*Included*	Included
		Subtotal:		**$105,261**
		Total++:		**$105,261**

*Installation services for the charging station/charging cable are not included.
**Annual term per Tractor, beginning on the date of availability of delivery of each Tractor sold under this Sales Order.
+Limited Warranty attached. Covers base station and charging station/charging cable.
++Products delivered Ex Works INCO Terms 2020 at the originating Monarch Tractor location. Delivery not included and is provided for an additional charge. Customer's local dealer will receive the Tractors and arrange for final Customer delivery. Applicable sales tax not included. Delivery and sales taxes will be calculated and included on the invoice for each Tractor/product.

Sales Order Terms

1. **Terms Applicable to Products; terms applicable to Subscription Services.** The products and/or subscription services set forth in this Sales Order (this "**Sales Order**") between you ("**Customer**") and Zimeno Inc. DBA Monarch Tractor ("**Monarch Tractor**") are governed by the following terms:

   Tractor; Base Station; Charging Station and Charging Cable: Monarch Tractor Sales Order ("**MTSO**"); Monarch Tractor Limited Warranty ("**MTLW**")

   Monarch Tractor Operating System; Monarch Connect; Monarch Automate: Monarch Tractor Subscription End User License Agreement ("**MT EULA**")

   The MTSO, MTLW, and MT EULA are attached to this Sales Order and incorporated herein by reference. This Sales Order and each of the MTSO, MTLW, and MT EULA are collectively referred to as the "**Agreement**". This Agreement is non-cancellable and all fees are non-refundable, unless otherwise explicitly stated in the Agreement. For clarity, Monarch Connect and Monarch Automate are referred to as the "**Subscription Services**". The start date for the Subscription Services (the "**Start Date**") shall be the date the Tractor are made available for delivery to You unless a different date is specified as the Start Date.

2. **Subscription Services Start Date**

   Subscription Services Start Date shall be the dates upon that each Tractor is made available for delivery to Customer.

3. **Payment Terms**

NON-BINDING DRAFT

Payment due in full upon making Tractor available for delivery to Customer.

4. Payment Frequency

One-time payment upon making Tractor available for delivery to Customer.

5. Offer Valid Through

August 31, 2024

6. Monarch Tractor PIN / Battery Serial No.: [Both TBD at Delivery]

7. Additional Terms

a. **Right to First Refusal**. Monarch Tractor reserves the right of first refusal to purchase the Tractor sold to Customer hereunder. In the event that Customer desires to transfer the Tractor to a third party, Customer shall deliver a written notice (the "**Notice**") of such proposed transfer to Monarch Tractor twenty (20) days prior to the effective date of such proposed transfer (the "**Notice Period**"). Such Notice shall include the terms of the transfer, including the price and payment terms for such Tractor. During the Notice Period, Monarch Tractor shall have the right to purchase the Tractor on the terms of the transfer set forth in the Notice Period. Monarch Tractor may deliver its acceptance of the offer of proposed transfer to Customer at any time during the Notice Period. In the event that Monarch Tractor does not respond to the Notice during the Notice Period, Monarch Tractor shall be deemed to have declined its right of right refusal to purchase such tractor.

b. **Monarch Tractor Specifications**. The Monarch Tractor specifications attached to this Sales Order are hereby incorporated into this Agreement by reference.

c. **Operator Guide**. The Monarch Tractor Operator Guide attached to this Sales Order is hereby incorporated into this Agreement by reference.

d. **Privacy Policy**. The Monarch Tractor Privacy Policy covering Our Policies and Procedures, which may be found at https://www.monarchtractor.com/privacy-policy (the "**MT Privacy Policy**"), is incorporated herein by this reference and describes how Monarch Tractor will process Personal Data (as defined therein) that you provide to Monarch Tractor in connection with your use of the products and services provided under this Sales Order, unless otherwise stated in the Privacy Policy or this Sales Order. Your signature on this Sales Order constitutes your agreement to the MT Privacy Policy. The MT Privacy Policy only applies to the Subscription Services included in this Sales Order and does not apply to any other services identified by Monarch Tractor as being excluded from the applicability of the Privacy Policy. The Privacy Policy also does not apply to any demonstration accounts, trials, beta releases, release preview or other similar versions of the services.

e. **Customer Delivery Address**:

5775 Carpinteria Ave, Carpinteria, CA 93013

f. **Customer Billing Address**:

5775 Carpinteria Ave, Carpinteria, CA 93013

g. **Customer Requested Delivery Date**:

1 Tractor, available beginning October 30, 2023, with delivery dates to be mutually agreed upon.

h. **Complete Agreement**. This Agreement contains all documents signed by Customer in connection with the products and Subscription Services set forth herein.

NON-BINDING DRAFT

8. Signature

This Agreement is agreed to by:

Customer: City of Carpinteria	**Zimeno Inc. DBA Monarch Tractor**
By: _____	By: _____
Name: _____	Name: _____
Title: _____	Title: _____

Upon execution by both parties, this Agreement is a binding order for the products and Subscription Services set forth herein.

NON-BINDING DRAFT

MAGNUSSON MOSS WARRANTY ACT COMPLIANT LIMITED WARANTY

This limited warranty ("**LIMITED WARRANTY**") is provided by Zimeno, Inc. DBA Monarch Tractors ("**MONARCH**") to the original purchaser ("**ORIGINAL PURCHASER**") of MONARCH tractors ("**MONARCH TRACTORS**") in California and covers the 2023 model year MONARCH TRACTORS as follows:

Coverages:

(1) The battery pack is covered (subject to Exclusions) for the lessor of eight (8) consecutive years or eight thousand (8,000) hours from date of purchase ("**Battery Coverage Period**"); and
(2) The remainder of the MONARCH TRACTOR is covered (subject to Exclusions) for the lessor of four (4) consecutive years or four thousand (4,000) hours of use from the date of purchase ("**MONARCH TRACTOR Coverage Period**").

During the applicable Coverage period MONARCH shall repair, or replace, at our option, any MONARCH TRACTOR part which MONARCH determines in its reasonable discretion to be defective in material or workmanship during the term of this LIMITED WARRANTY. Any part or component replaced pursuant to this LIMITED WARRANTY becomes MONARCH property.

Exclusions:

(1) Tires on MONARCH TRACTORS are specifically excluded from coverage under this LIMITED WARRANTY. Tires are covered by the limited warranty provided by the original equipment manufacturer.
(2) Subscription Services provided in conjunction with the MONARCH TRACTOR are covered by the Subscription Services Agreement between you and MONARCH.

MONARCH IS NOT RESPONSIBLE FOR THE FOLLOWING:

(A) MONARCH TRACTORS purchased as used equipment (except for transfers of this LIMITED WARRANTY as provided herein);
(B) Any MONARCH TRACTOR that has been altered or modified in ways not approved by MONARCH (including alteration of the hour meter or battery management system);
(C) Depreciation or damage to MONARCH TRACTORS caused by normal wear, lack of reasonable and proper maintenance, failure to follow operating instructions, misuse, lack of proper protection during storage, or accident; or
(D) Normal maintenance parts and service of MONARCH TRACTORS.

Transfer of this LIMITED WARRANTY:

If the MONARCH TRACTOR has been transferred to you, during the applicable Coverage period of this LIMITED WARRANTY, this LIMITED WARRANTY shall be transferred with the MONARCH TRACTOR. For clarity the applicable Coverage period under this LIMITED WARRANTY begins as of the date of purchase of the MONARCH TRACTOR by the ORIGINAL PURCHASER. The Coverages and Exclusions shall apply to you as if you were the ORIGINAL PURCHASER for the balance of the applicable Coverage period.

LIMITED WARRANTY Service:

To secure LIMITED WARRANTY service:

(1) the ORIGINAL PURCHASER must register the MONARCH TRACTOR in the MONARCH warranty system within ten (10) days of purchase;
(2) Report the product defect to MONARCH and request repair within the applicable Coverage period;
(3) Present evidence of the MONARCH TRACTOR purchase date by the ORIGINAL PURCHASER; and
(4) Make the Equipment available to MONARCH and/or an authorized service provider we approve

NON-BINDING DRAFT

LIMITED WARRANTY service must be performed by MONARCH or a third party authorized by MONARCH to perform services on MONARCH TRACTORS. LIMITED WARRANTY service will be performed without charge to you for parts or labor as outlined in the MONARCH prevailing rates section of the MONARCH repair guide. You may be responsible for (i) any service call and/or transportation of your MONARCH TRACTOR to and from an authorized place of repair (such as an authorized MONARCH dealer or service center); (ii) premiums for overtime labor you requested; and (iii) for any work maintenance not directly related to any matters covered under this LIMITED WARRANTY.

DISCLAIMER OF WARRANTIES:

EXCEPT AS SET FORTH HEREIN, and to the maximum extent permitted by law, neither MONARCH nor its affiliates, subsidiaries, or authorized dealers make any warranties, representations or promises as to the quality, performance, or freedom from defect regarding MONARCH TRACTORS.
IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, TO THE EXTENT APPLICABLE, SHALL BE LIMITED IN DURATION TO THE APPLICABLE LIMITED WARRANTY COVERAGE PERIOD SET FORTH HEREIN. YOUR REMEDIES IN CONNECTION WITH THE BREACH OR PERFORMANCE OF ANY LIMITED WARRANTY ON MONARCH TRACTORS SHALL BE THE LIMITED WARRANTY COVERAGES SET FORTH HEREIN. IN NO EVENT WILL MONARCH, ITS SUBSIDIARIES OR AFFILIATES, OR ITS AUTHORIZED DEALERS BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES.

Some states do not allow limitations on how long an implied warranty lasts or the exclusion or limitation of incidental or consequential damages so the above limitations and exclusions may not apply to you.

This LIMITED WARRANTY gives you specific legal rights, and you may also have other rights which vary from state to state.

No authorized dealer of MONARCH TRACTORS is authorized to (i) make warranties on MONARCH TRACTORS in addition to the LIMITED WARRANTY set forth herein; (ii) make any representation or promise on behalf of MONARCH; or (iii) modify the terms or limitations of this LIMITED WARRANTY in any way. If further information is desired, contact your authorized dealer.

----- END OF LIMITED WARRANTY TERMS -----

NON-BINDING DRAFT

Zimeno Inc. DBA Monarch Tractor
Subscription End User License Agreement

NON-BINDING DRAFT

Zimeno Inc. DBA Monarch Tractor
Specifications

NON-BINDING DRAFT

Zimeno Inc. DBA Monarch Tractor
Operator Guide

NON-BINDING DRAFT

Zimeno Inc. DBA Monarch Tractor
Sales Order Checklist and Acknowledgement

I hereby acknowledge receipt of the following documents:

- ☐ Sales Order
- ☐ Monarch Tractor Limited Warranty
- ☐ Monarch Tractor Subscription End User License Agreement
- ☐ Monarch Tractor Specification Sheet
- ☐ Monarch Tractor Operator Guide

Customer: City of Carpinteria

By: _____

Name: _____

Title: _____

NON-BINDING DRAFT

ATTACHMENT B

Off-Road Equipment Replacement Program Application

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air pollution control district
SANTA BARBARA COUNTY

2024 Clean Air Grants
Off-Road Equipment Replacement Program

Introduction
Si requiere asistencia para someter una solicitud en español, comuníquese con el Distrito al Grants@sbcapcd.org

Santa Barbara County Air Pollution Control District (District) grant funds benefit public health by cost-effectively replacing old, high polluting equipment with newer, cleaner equipment earlier than required by regulation or through normal attrition.

The grant funds come from the California Air Resources Board's (CARB) Carl Moyer Program, Community Air Protection Program, Funding Agricultural Replacement Measures for Emission Reductions (FARMER) Program and DMV surcharge revenue.

Our 2024 Clean Air Grants program follows the most recent California Air Resources Board's Carl Moyer Program Guidelines. All funded projects must meet and comply with the requirements found within these guidelines, including cost-effectiveness thresholds.

Fund Availability
- Applications will be accepted during the following time period:
  - Open - Monday, July 29, 2024
  - Close - Friday, September 06, 2024
- Once the application period closes, no more applications will be accepted;
- Successful projects will be eligible to receive a grant within a range from $10,000 to $250,000;
- Emission reductions from the project must be surplus to any rule or regulation;
- Priority will be given to zero-emission or near-zero emission technology projects, along with projects located within low-income and disadvantaged communities;
- The District has discretion on how grants funds are distributed.

Application Process
- Public, private, and nonprofit entities are eligible to apply and may submit a maximum of one (1) application per program category;
- Applications are limited to one (1) Off-Road grant project per Company, LLC, Tax ID, etc. and determinations are at the final discretion of the District;
- Applications are limited to one (1) new piece of equipment;
- Only applications deemed complete by the District will be eligible for grant funds. Submittal of a complete application does not guarantee approval of grant funds;
- Incomplete applications will be returned to the applicant. Additional information can be submitted prior to September 06, 2024 to help complete the application;
- The District issues grant funds on a reimbursement basis. Reimbursement of funds does not occur until the applicant has paid for or financed the entire cost of the project;
- Applicants will provide documentation, such as Articles of Incorporation, that demonstrate that the person with Grant signing authority (Section B of the application) has the ability to bind the company/organization into a grant agreement with the District;
- Once all completed project applications are reviewed, the District will rank each project using a variety of criteria including, but not limited to, location, equipment technology, emission reductions, and cost-effectiveness;

- The District performs pre-inspections of all projects that are selected for funding to confirm the accuracy of the application information and verify operational status of the existing equipment;
- Once grant funds are depleted, any applicants with pending completed applications will be notified that grant funding is no longer available;
- To apply for grant funds, submit the attached application and required documents to:

Santa Barbara County Air Pollution Control District
Attn: Mike McKay
260 N. San Antonio Road, Santa Barbara, CA 93110
or
301 E. Cook, Suite L, Santa Maria, CA 93455
or
e-mail documents to: Grants@sbcapcd.org

- Within 24 hours, you'll receive confirmation from the District that we've received your application. If you don't receive a confirmation email within 72 hours, please assume the application was not received and contact:
  - Mike McKay at (805) 979-8331 or by e-mail at Grants@sbcapcd.org

ELIGIBILITY CRITERIA

To be eligible for funds, Off-Road Projects must meet criteria located in the most recent Carl Moyer Guidelines.

Criteria includes, but is not limited to, the following:

EXISTING EQUIPMENT REQUIREMENTS:

1. Must be a diesel fueled engine greater than or equal to 20 horsepower (<25hp must be for new electric);
2. Existing equipment must have a functional hour meter;
3. Existing equipment must be operational and in-service at the time of application. The applicant must demonstrate operability to the District at the pre-inspection;
4. Over the most recent 24 months, the existing equipment must have operated 100% of the time within Santa Barbara County and the applicant shall submit records that corroborate that usage. Exceptions will be determined by the District on a case-by-case basis;
5. Existing equipment must be destroyed at a place approved by the District prior to disbursement of grant funds;
6. For construction equipment only:
   a) To qualify as a captive attainment fleet, all fleet vehicles must operate exclusively in a captive attainment area (for example, local captive attainment counties are currently Santa Barbara, San Luis Obispo, and Monterey).
   b) If subject to the State Regulation for In-Use Off-Road Diesel Vehicles, the existing equipment must be registered in the Diesel Off-road On-line Reporting System (DOORS).

REPLACEMENT EQUIPMENT REQUIREMENTS:

1. Replacement equipment purchased prior to execution of a grant agreement will be ineligible for grant funds;
2. Auxiliary engines on mobile equipment and portable engines are ineligible for grant funds;
3. Replacement equipment must operate 100% of the time within Santa Barbara County. Exceptions will be determined by the District on a case-by-case basis;
4. All new engines must be certified by CARB for sale in California and must comply with durability and warranty requirements;
5. Off-Road projects must meet cost-effectiveness thresholds established in the most recent Carl Moyer Program Guidelines.
6. Replacement equipment must have a one-year or 1,600-hour power and drive train warranty, at a minimum. The warranty must cover parts and labor and the grantee must submit proof of purchase to the District;
7. Emission reductions obtained through the project must not be required by any federal, state, or local regulation, memorandum of agreement/understanding with a regulatory agency, settlement agreement, mitigation requirement, or other legal mandate;
8. Emission reductions generated must not be used as marketable emission reduction credits, or to offset any emission reduction obligation of any person or entity;
9. Funded projects must not be used for credit under any federal or state emission averaging banking and trading program;
10. Replacement equipment must serve the same function and perform the same work equivalent and the same job as the existing equipment;
11. Replacement equipment must be equipped with a Tier 4 Final diesel engine or cleaner technology;
12. Replacement of two (or more) pieces of existing equipment with one piece of replacement equipment is eligible for funding on a case-by-case basis;
13. Horsepower rating increase shall be no greater than 135% of baseline hp for agriculture projects and 125% of baseline hp for non-agriculture projects. Exceedances may be eligible on a case-by-case basis.

APPLICATION REQUIREMENTS
1. **Completed Application (Sections A-G)**
2. **Proof of Existing Equipment Ownership, Operation, and Residency in California** **(covering, at minimum, the previous 24 months prior to application date)** ➢ Bill of Sale for the existing equipment, **AND** ONE of the following items: (Note: if no Bill of Sale is available then TWO of the following items) • Tax depreciation logs, Property tax records, Equipment insurance records, Bank appraisals for equipment Maintenance/service records, General ledgers, or Fuel records specific to existing equipment
3. **Proof of Existing Equipment Usage (covering, at minimum, the previous 24 months).** ➢ Hour meter reading log (collected at least once per year from a functional meter) ➢ Construction equipment applicants must also provide job and equipment locations for the previous 24 months
4. **Proof of Compliance** ➢ Sign and date the CARB Regulatory Compliance Statement (page 9) and submit with application. ➢ Construction equipment applicants must also submit a current CARB Diesel Off-Road On-Line Reporting Systems (DOORS) report to prove fleet compliance with CARB Off-Road Diesel Vehicle Regulation
5. **Existing Engine Documents** ➢ CARB engine certification (CARB Executive Order) if existing diesel engine is Tier 1 or newer.
6. **Replacement Equipment Documents** ➢ CARB engine certification (CARB Executive Order) ➢ Current itemized dealer price quote ➢ Manufacturer's literature (including make, model, engine HP, standard and optional vehicle features)

air pollution control district
SANTA BARBARA COUNTY

2024 Clean Air Grants
Off-Road Equipment Replacement Program Application

Funds Disclosure
Has this project already received funds, or have the potential to receive funds, from a source other than Santa Barbara County Air Pollution Control District? ☐ **YES*** ▣ **NO**
**If yes, please provide details in an attachment to this application.*

A. Applicant Information

1. Company/Organization name: City of Carpinteria		
2. Contact Name and Title: Stephon Downes, Management Analyst		
3. Street Address: 5775 Carpinteria Ave		
4. City: Carpinteria	5. State: California	6. Zip code: 93013
7. Primary contact number: 805-775-4446		
8. Email: stephond@carpinteriaca.gov		
9. Equipment Address (if different than business):		

B. Grant Signing Authority

1. Name: Michael Ramirez	2. Title: City Manager
3. Attach Articles of Incorporation (or other company documentation) that verifies the person's title and authority to sign the grant agreement	

C(1). Existing Equipment Information

1. Type and function: Tractor, mowing, beach raking and grading	2. Make: John Deere
3. Model: 4044M	4. Current hour meter reading: 1384
5. Year: 2014	6. Serial #: 1LV4044MLGG100591
7. CARB EIN# (required if construction):	8. Farm size, in acreage, where equipment primarily operates: 30
9. Address where Off-Road equipment primarily operates: City of Carpinteria beach and trails.	
10. Percent equipment operated in Santa Barbara County in recent 24-month period: 100 %	

D(1). Existing Engine Information

1. Make: John Deere	2. Model: 4044M
3. Year: 2014	4. Serial #: LV5200E621421
5. Tier: Tier 4	6. Horsepower: 42.5
7. Fuel Type: Diesel	8. EPA Family #: OJDXLO2.4215
9. CARB Executive Order #:	

E. New Equipment Information

1. Type and Function: Tractor, mowing, beach raking and grading	
2. Make: Monarch	3. Model: MK-V
4. Year: 2024	5. Serial # (if available):
6. Dealer Business Name: Monarch Tractor	
7. Dealer Representative: Brian Araiza Lopez	
8. Dealer Phone: 661-886-9831	9. Dealer E-mail: blopez@monarchtractor.com

F. New Engine Information

1. Make: Monarch	2. Model: MK-V
3. Year: 2024	4. Serial # (if available):
5. Tier: Tier 4	6. Horsepower: 40-70
7. Fuel Type: Electric	8. EPA Family #:
9. CARB Executive Order #:	

If applying for a 2-for-1 replacement, please fill out C(2) and D(2):

C(2). Existing Equipment Information

1. Type and function:	2. Make:
3. Model:	4. Current hour meter reading: _____
5. Year:	6. Serial #:
7. CARB EIN# (required if construction):	8. Farm size, in acreage, where equipment primarily operates: 30
9. Address where Off-Road equipment primarily operates:	
10. Percent equipment operated in Santa Barbara County in recent 24-month period: _____%	

D(2). Existing Engine Information

1. Make:	2. Model:
3. Year:	4. Serial #:
5. Tier:	6. Horsepower:
7. Fuel Type:	8. EPA Family #:
9. CARB Executive Order #:	

G. Application Statement of Terms and Conditions

1. Projects approved for funding are required to use our Standard Grant Agreement template.
2. I have legal authority to apply for grant funds for the entity described in this application;
3. The proposed project is not required to be implemented by any local, state, and/or federal rule, regulation, or other legally binding requirement;
4. No replacement equipment has been purchased and no work on this project has begun or will begin until the Grant Agreement is fully executed by the District Board of Directors or by the Air Pollution Control Officer;
5. I understand the grant will reimburse a portion of the total costs and I must retain copies of receipts and cancelled checks to prove that I paid for the total project cost before receiving reimbursement;
6. I understand there are conditions placed on receiving a grant and agree to refund the grant (or a pro-rated portion) if it is found that I do not meet those conditions at any time;
7. I understand I must complete the equipment purchase specified in the application no later than the period of performance stated in the Grant Agreement. This deadline may be extended for cause if requested by the applicant and approved in writing by the District;
8. I understand it is my responsibility to ensure that all technologies are either verified or certified by CARB to reduce NOx, and/or PM pollutants;

9. I have attached hour meter reading documentation that validates the historic operation of the baseline equipment for at least the most previous 24 months;
10. I understand any existing vehicle/equipment/engine that has been replaced must be permanently destroyed and rendered inoperable. This work shall be documented by the District;
11. I understand that the existing engine may not be removed from the equipment until the manufacturer's permanently marked serial number is documented by District inspection or a District tamper-proof tag is affixed to the engine that ensures the engine's identity can be verified after removal;
12. I understand that both the existing vehicle/equipment/engine operates and the new vehicle/equipment/engine/motor will operate 100% of the time within Santa Barbara County, exceptions will be determined by the District on a case-by-case basis;
13. I understand that I must submit usage reports annually to the District for the life of the project;
14. I understand I will be prohibited from applying for any form of emission reduction credits for this funded vehicle/equipment/engines including: Emission Reduction Credit, Mobile Source Emission Reduction Credit, and/or Certificate of Advanced Placement, for all time, from the District, CARB, and/or any other district. Applicants are eligible to claim credits generated under the Low Carbon Fuel Standard (LCFS) Program;
15. I certify that I have disclosed if the proposed project has been funded or being considered for any funds by another air district or any other public or private agency;
16. I understand that disclosure is required of the value of any current financial incentive that directly reduces the project price, including tax credits or deductions, grants, or other public financial assistance;
17. I understand that a Global Positioning System (GPS) unit may be required to be installed on vessels and vehicles/equipment if the District ascertains during the application process that the grant equipment has the potential of operating outside of the boundaries of Santa Barbara County for a significant portion of the project life. I will submit data as requested and otherwise cooperate with all data monitoring and reporting requirements;
18. I understand that a tamper-proof non-resettable digital hour meter/odometer must be installed and functional on all vehicles/equipment/engine;
19. I understand that the District has the right to conduct audit inspections to ensure the project equipment is fully operational and at the activity level committed to in the grant agreement;
20. I certify that the requested funds do not include administrative costs. Administrative costs are defined as costs related to application preparation and submittal, project administration, monitoring, oversight, data gathering, and report preparation. I will provide all funds necessary to cover administrative costs and any required matching funds required for this project;
21. I understand that an IRS Form 1099 may be issued to me for the incentive funds received. I understand that it is my responsibility to determine the tax liability associated with participating in the 2024 Clean Air Grants Program;
22. I have signed and submitted to the District a CARB Regulatory Compliance Statement to certify compliance with all federal, state, and local air quality rules and regulations at the time of application submittal;
23. Agreement to Conduct the Transaction Electronically. Counterparts may be executed and delivered via facsimile, electronic mail (including pdf, digital signature, or any electronic signature complying with the U.S federal ESIGN Act of 2000, California's Uniform Electronic Transactions Act (Cal. Civ. Code 1633.1, et seq.) or other applicable law) or other transmission method, and any counterparts so delivered shall be deemed to have been duly and validity delivered and be valid and effective for all purposes.

air pollution control district
SANTA BARBARA COUNTY

I hereby certify to the best of my knowledge that all information provided in this application and any attachments are authentic and accurate:

Name of responsible party: Stephon Downes	Title: Management Analyst
Signature of responsible party:	Date: 8/28/2024

Third Party Certification

I have completed the application, in whole or in part, on behalf of the applicant:

Name of third party:	Title:
Signature of third party:	Date:
Amount paid to third party:	Source of funds to third party:

GRANT PROGRAM OUTREACH

How did you hear about the 2024 Clean Air Grants Program? (check all that apply)

- ☒ District Website
- ☒ District E-mail
- ☐ Radio
- ☐ Equipment Dealer
- ☐ I'm a Returning Applicant
- ☐ Word of Mouth
- ☐ Other _____

Please let us know your thoughts on the program, and if you think it can be improved.

air pollution control district
SANTA BARBARA COUNTY

apcd

Cap and Trade Dollars at Work

CALIFORNIA AIR RESOURCES BOARD

REGULATORY COMPLIANCE STATEMENT

As an applicant for California Air Resources Board grant funding, I declare:

I am in compliance with, and will remain in compliance with, and do not have any outstanding/unresolved/unpaid Notices of Violations (NOV) or citations for any federal, state, or local air quality regulation including, but not limited to, the following:

- Crop Handling Equipment Reg
- Drayage Truck Regulation (including dray-off trucks)
- Marine Shore Power Reg
- Portable Diesel Airborne Toxic Control Measure
- Sleeper Berth Truck Idling Reg
- Statewide Engine Airborne Toxic Control Measure
- Statewide Truck and Bus Reg
- Commercial Harbor Craft Reg
- In-Use Off-Road Diesel Vehicle Reg
- Off-Road Large-Spark Ignition Fleet Reg
- Public Agency and Utility Rule
- Solid Waste Collection Vehicle Reg
- Transit Fleet Rule

I certify under penalty of perjury that the information provided is accurate:

Authorized Signature: _____ **Date:** 8/28/24

1. Authorized Representative's Name: Michael Ramirez		
2. Authorized Representative's Title: City Manager		
3. Legal Owner Name: City of Carpinteria		
4. Company Name: City of Carpinteria		
5. Street Address: 5775 Carpinteria Ave		
6. City: Carpinteria	7. State: California	8. Zip Code: 93013
9. Phone: 805-755-4400	10. E-mail: Michaelr@carpinteriaca.gov	

City of Carpinteria

COUNCIL AGENDA STAFF REPORT
January 13, 2025

ITEM FOR COUNCIL CONSIDERATION

Authorize the Chaney Avenue Emergency Repair and approval of a budget appropriation for the emergency repair costs.

STAFF RECOMMENDATION

Staff recommends that the City Council:

1. Authorize the Chaney Avenue Emergency Repair; and

2. Approve a not-to-exceed budget appropriation of $358,000 to the Capital Improvement Projects Fund from the Measure X Fund and the associated transfer for the emergency repair costs of the Chaney Avenue Emergency Repair.

Sample Motion: I move to:

1. Authorize the Chaney Avenue Emergency Repair.

2. Approve a not-to-exceed budget appropriation of $358,000 to the Capital Improvement Projects Fund from the Measure X Fund and the associated transfer for the emergency repair costs of the Chaney Avenue Emergency Repair.

(This motion requires a roll call vote)

BACKGROUND

This past spring, staff received multiple service requests regarding groundwater seepage from the pavement at Chaney Avenue. Staff visited the street and did observe a considerable amount of groundwater seepage onto the roadway of Chaney Avenue between Aragon Drive and the south terminus of Chaney Avenue. The location map is provided in Attachment A.

In order to confirm the potable water and sanitary sewer utility facilities are safe and not leaking, staff conferred with and requested for both the Carpinteria Sanitary District and

Carpinteria Valley Water District to inspect their respective utility facilities for any leeks. Both agencies found none. Staff then commissioned a soils engineering investigation, and the results did find the presence of groundwater at a depth of about six feet below the existing pavement surface. According to the soils engineering investigation, there are existing clayey soils that may be impeding the natural, downward movement of water infiltration from the surface, causing a "water mound"" on the clayey soils. The soils engineering investigation recommended for a subdrain system as an improvement project. The soils engineering investigation is limited to Chaney Avenue within the roadway, and the full extent of groundwater seepage beyond those limits is undetermined. Staff did not receive any service requests regarding groundwater seepage in other areas.

The last pavement improvement project for Chaney Avenue was in 2021, and only micro-surfacing treatment (i.e., modified slurry seal) was applied, which is a surficial treatment. No groundwater seepage was observed at the time, and no other pavement improvements were made thereafter to date.

According to the City Engineer's observations of subsurface investigations in past City capital projects as well as private development projects, it is not uncommon for local geologic conditions of the Carpinteria area to have shallow groundwater levels. However, it is not common for this considerable amount of groundwater to seep through street pavement. The purpose of the proposed repair is to maintain the structural integrity of Chaney Avenue's existing street infrastructure (e.g. pavement, curbs, gutters, and sidewalks) as well as for the existing underground utility facilities (e.g. electric, natural gas, potable water, sanitary sewer, and telecommunication facilities). This agenda matter is for the City Council to consider authorization of the Chaney Avenue Emergency Repair and appropriate funds necessary to pay for the emergency repair.

DISCUSSION

In cases of an emergency, the City Council may authorize the City Manager to bypass the formal bidding process to execute an agreement for services. Following this policy, staff requested for a cost proposal from Toro Enterprises, Inc. (Oxnard, CA) to perform the emergency repair. Toro Enterprises, Inc. is also the current construction contractor for the City's 2022 Pavement Rehabilitation Project. As shown in Attachment B, Toro Enterprises, Inc. submitted a proposal in the amount of $310,395. The general scope of work for the emergency repair will involve installing a subdrain system in Chaney Avenue, which is consistent with the soils engineering investigation's recommendations for addressing the groundwater seepage.

Staff also requested for a fee proposal from Filippin Engineering (Goleta, CA) to provide construction inspection services. Filippin Engineering is also the current consulting construction manager for the 2022 Pavement Rehabilitation Project. As shown in Attachment C, Filippin Engineering submitted a proposal in the amount of $15,600. Public Works Department staff will perform all project and construction management tasks, including construction administration, labor compliance, and stormwater quality compliance.

Table 1 below summarizes the proposed revenue and expense for the project:

Table 1: Project Revenue and Expense

Revenue	
Additional appropriation (Measure X Fund to Capital Improvement Projects Fund)	$358,000
Total (rounded up to the nearest thousand)	$358,000
Expense	
Construction Contract	$310,395
Construction Contract Contingency (10%)	$31,040
Construction Inspection Services	$15,600
Total	$357,035
Total (rounded up to the nearest thousand)	$358,000

Staff finds the proposals from Toro Enterprises, Inc. and Filippin Engineering to be fair and reasonable. Since both firms are already performing similar work on the 2022 Pavement Rehabilitation Project, they can begin immediately without delay.

POLICY CONSISTENCY

The recommendation is consistent with the City's Mission Statement, in part:

> *Government shall make judicious use of the City's limited resources to promote the highest possible quality of life for all of Carpinteria's residents. This includes providing services consistent with community needs as well as protecting the social and physical environment.*

The recommendation is consistent with the City's Procurement Policy[1], in part:

> *In cases of emergency, as determined by the City Council, including, but not limited to, states of emergency defined in Section 8558 of the Government Code, when repair or replacements are necessary to permit the continued conduct of the operation of services of the City, or to avoid danger to life or property, the City Council, by majority vote, may proceed at once to replace or repair any public facility without adopting plans, specifications, strain sheets, or working details, or give notice for bids to let contracts. The work may be done by City forces, by contract, or by a combination of the two (2). The City Council delegates to the City Manager, the authority to declare a public emergency subject to confirmation by the City Council at its next meeting.*

The recommendation is also consistent with Public Contract Code Section 22050 for emergencies.

[1] City Council Resolution No. 6341.

Finally, the recommendation is consistent with the City Council's Capital Improvement Plan (CIP) Study Session of March 19, 2024, in which the City's roadway pavement was one of the identified critical infrastructures.

FINANCIAL CONSIDERATIONS

The financial consideration for Project No. ST-25-001 includes a budget appropriation of $358,000 in Account No. 301-403-5780 – Major Capital Projects. This amount will be offset by transfers of equal amounts from Measure X (Account No. 104-999-5911) and Capital Improvements (Account No. 301-999-4918). Measure X currently has a fund balance of $1,182,852.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

The recommendation can be found consistent with the Emergency Operations Plan in the protection of life, property, and environment.

OPTIONS

1. Authorize the Chaney Avenue Emergency Repair and approve a not-to-exceed budget appropriation of $358,000 to the Capital Improvement Projects Fund from the Measure X Fund and the associated transfer for the emergency repair costs of the Chaney Avenue Emergency Repair. (Staff recommendation)

2. The City Council could choose to not approve the recommendation and direct staff as determined appropriate.

PRINCIPAL PARTIES EXPECTED AT MEETING

There are no principal parties expected at the meeting.

ATTACHMENTS

Attachment A: Location Map
Attachment B: Cost proposal by Toro Enterprises, Inc.
Attachment C: Fee proposal by Filippin Engineering

Staff contact:
Shay Darrington, Engineering Technician
(805) 755-4445; shayd@carpinteriaca.gov

Shay Darrington
Signature

Reviewed by:
John L. Ilasin, Public Works Director
(805) 880-3402; johni@carpinteriaca.gov

Signature

Reviewed by:
Licette Maldonado, Administrative Services Director
(805) 755-4448; licettem@carpinteriaca.gov

Signature

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

Signature

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

Signature

ATTACHMENT A

Location Map



SOURCE: GOOGLE. 2024

ATTACHMENT B

Cost proposal by Toro Enterprises, Inc.

Proposal and Contract

Toro Enterprises, Inc.
P.O. Box 6285
Oxnard, CA. 93031
P: 805-483-4515
F: 805-483-2001

www.toroenterprises.com
License No. 710580 A
CA DIR #1000002410
Toro Enterprises, Inc. Is an
Equal Opportunity Employer

12/10/2024

QUOTE CARP - CHANEY AVE EMERGENCY REPAIR
BID #14915

TO CITY OF CARPINTERIA
5775 CARPINTERIA AVE.
CARPINTERIA, CA
(805) 684-5405

Client #	Description	Quantity	U/M	Unit Price	Ext Price
1	MOBILIZATION	1.000	EA	$9,500.00	$9,500.00
2	SURVEY S.D.	1.000	LS	$11,900.00	$11,900.00
3	TRAFFIC CONTROL	1.000	LS	$15,220.00	$15,220.00
4	TRENCH SAFETY	1.000	LS	$7,100.00	$7,100.00
5	REMOVE ASPHALT	4,950.000	SF	$ 4.00	$19,800.00
6	6" SCH80 PVC STORM DRAIN	475.000	LF	$ 111.00	$52,725.00
7	6" CLEAN OUT	4.000	EA	$1,950.00	$7,800.00
8	4" SCH80 PERF PIPE W/GEO FABRIC & TENSAR	450.000	LF	$ 185.00	$83,250.00
9	4" CLEAN OUT	5.000	EA	$1,750.00	$8,750.00
10	CONNECT TO EX. CATCH BASIN & REPLACE 2' WIDE LOCAL DEPRESSION	1.000	EA	$8,125.00	$8,125.00
11	REPLACE BASE & ASPHALT & ADJUST (1) VALVE BOX	4,950.000	SF	$ 13.50	$66,825.00
12	RESTRIPE	1.000	LS	$3,220.00	$3,220.00

13	POTHOLE EXISTING UTILITIES	1.000	LS	$16,180.00	$16,180.00
				BASE BID	**$310,395.00**
14	ALTERNATE - TRAFFIC CONTROL PLANS IF REQUIRED	1.000	LS	$2,600.00	$2,600.00
				ALTNERNATE TOTAL	**$2,600.00**

ESTIMATOR: BRIAN BOHNSACK

Date:_____ **Accepted By:**_____

Fuel & Lubricants Price Escalation:

Prices in Toro's bid for projects with high fuel & lubricants consumption (i.e. including but not limited to grading jobs) are based substantially on fuel & lubricants prices that were in effect on the date of Toro's final bid (**Base Price**). Due to extreme volatility in fuel & lubricants market, project Owner and/or General Contractor concur that by entering into Subcontract Agreement with Toro in this project, project Owner and/or General Contractor agree to reimburse Toro for fuel & lubricants price escalation that occurred during the life of this project as stipulated herein:

- The contractual base prices for fuel & lubricants are the prices that were in effect on the date of Toro's final bid (**Base Price**).
- Toro shall absorb the initial 10% percent increase in fuel & lubricants prices above the **Base Price**.
- Project Owner and/or General Contractor agree to reimburse Toro for fuel & lubricants price increase that exceeds the initial 10%.
- Reimbursement for fuel & lubricants price increase shall not include any markup for overhead and profit.
- The burden of proof to demonstrate fuel & lubricants price increase shall rest solely on Toro, and it shall consist of proving documented difference between fuel & lubricants prices on final bid date (**Base Price**) vs. prices at any given date during the life of the project, in which the price exceeds the **Base Price** plus 10%.
- Calculations of fuel & lubricants price increase shall be prepared and submitted by Toro to project Owner and/or General Contractor at the end of each month. Upon review and approval, project Owner and/or General Contractor shall issue an Add Change Order to reimburse Toro for the monthly increase in fuel & lubricants price.

Important Bid Note:

A. ***Prices in Toro's bid for this project are based in part on labor and materials cost that were in effect on the date of Toro's final bid. Due to dynamic market conditions, labor & materials cost are expected to rise during the life of this project. Therefore, by entering into Contract with Toro, project Owner and/or GC agree to pay Toro for price escalation in labor and/or materials, for escalation that occurs between Toro's final bid date and final completion of the project. In such cases, the burden of proof to demonstrate escalated cost of labor and/or materials rests solely on Toro, and it shall consist of proving documented difference between labor and/or materials prices on final bid date vs. prices at any given date during the life of the project. Payment to Toro for escalated prices of labor and/or materials shall be limited to actual proven cost increase, without any markup.***

B. In case that actual number of Mobilizations per specific discipline and/or phase exceed the number stipulated in Toro's Bid, then each additional mobilization for such discipline and/or phase shall be paid to Toro as an extra at unit price stipulated in the Bid. One continued operation per period in specific discipline and/or phase counts for one mobilization in that discipline and/or phase.

STANDARD CONDITIONS

1. THE ABOVE PRICES EXPIRE ON 6/31/2025
2. REMOVAL OR HANDLING OF WET OR UNSUITABLE MATERIAL AT INVERT OF STORM DRAIN, IT WILL BE PAID FOR ON A TIME AND MATERIAL BASIS.
3. IF ROCK OR ANY OTHER UNSUITABLE MATERIAL IS ENCOUNTERED IT WILL BE PAID ON A TIME AND MATERIAL BASIS.
4. ALL PROPOSALS MUST BE SIGNED AND RETURNED WITHIN 30 DAYS OF BID IN ORDER TO SECURE MATERIAL PRICES AND AVAILABILITY.
5. THE ABOVE PRICE IS BASED ON 1 MOVE IN. COST FOR ADDITIONAL MOVES ARE $8,500.00 EACH.
6. CITY OF CARPENTERIA TO PROVIDE CONSTRUCTION WATER.
7. PRICES ARE SUBJECT TO CHANGE IF THERE ARE ANY VARIATIONS TO THE ABOVE QUALIFIED STRUCTURAL SECTIONS AND FINISH.
8. ALL OF THE ABOVE ITEMS ARE BID WITH 2500 PSI CONCRETE UNLESS SPECIFICALLY STATED ABOVE.
9. PRICING IS FOR ONLY THE ITEMS OUTLINED ABOVE. IT SHOULD NOT BE INFERED THAT ANY OTHER ITEMS SHOWN ON THE PLANS IS INCLUDED IN OUR SCOPE OF WORK.
10. THIS PROPOSAL AND TERMS MUST BE ACCEPTED AS PART OF THE CONTRACT AND SO SPECIFIED IF A SPECIAL CONTRACT FORM IS USED.
11. FOUR WEEK ADVANCE NOTICE IS REQUIRED FOR SCHEDUELING.
12. TERMS OF PAYMENT: 95% 30 DAYS. 5% RETENTION WITHIN 30 DAYS OF COMPLETION.
13. THE ABOVE BID IS NOT DIVISIBLE. ALL ITEMS IN THIS QUOTATION MUST BE ACCEPTED FOR THE PRICES SET FORTH ABOVE TO BE EFFECTIVE.
14. ALL WORK IS TO BE FIELD MEASURED AND PAID FOR AT THE APPROPRIATE UNIT OR LUMP SUM PRICES. WORK FOR WHICH THERE IS NO UNIT OR LUMP SUM PRICES WILL BE PAID FOR AS EXTRA WORK.
15. ENGINEERING COMPACTION TEST, CONCRETE TESTING, & SUFFICIENT CONCRETE STAKING, INCLUDING A SET OF CURB AND GUTTER AND CROSSGUTTER STAKES TO BE PROVIDED BY OTHERS.
16. QUANTITIES ARE APPROXIMATE AND ACTUAL QUANTITIES WILL BE FIELD MEASURED AT COMPLETION OF WORK TO DETERMINE PAYMENT AT THE ABOVE UNIT PRICES.
17. THE ABOVE QUANTITIES AND UNIT PRICES ARE SUBJECT TO CHANGE WHEN FINAL PLANS HAVE APPROVED AND SUBMITTED TO TORO ENTERPRISES, INC.
18. TORO ENTERPRISES, INC. IS NOT RESPONSIBLE FOR DAMAGE TO CONCRETE AND/OR UTILITIES CAUSED BY OTHERS.
19. PROTECTION OF CONCRETE AFTER PLACEMENT IS THE RESPONSIBILITY OF THE GENERAL CONTRACTOR.
20. ALL UNIT PRICES ARE SUBJECT TO THE AVAILABILITY OF MATERIALS FROM LOCALLY APPROVED SUPPLIERS.
21. ALL WORK COMPLETED IN ANY ONE MONTH WILL BE BILLED BY THE 25TH OF SAID MONTH WITH PAYMENT OF 95% DUE BY THE 10TH OF THE FOLLOWING MONTH. THE REMAINING 5%(RETENTION) IS DUE AND PAYABLE NOT LATER THAN 35 DAYS FROM COMPLETION OF OUR CONTRACT ITEMS.
22. TIME AND MATERIAL (RENTAL) IF REQUIRED TO BE PAID IN FULL MONTHLY, WITH NO RETENTION HELD.
23. IF QUANTITIES DECREASE MORE THAN 15%, UNIT PRICES ARE SUBJECT TO CHANGE.
24. ALL ASPHALT OR OIL BASED ITEMS ARE VALID FOR 30 DAYS ONLY.
25. IF WORK IS NOT COMPLETED BY 6/31/2025 PRICES ARE SUBJECT TO CHANGE.

STANDARD EXCLUSIONS

1. TRAFFIC CONTROL PLAN, CONSTRUCTION SIGNS, POSTING.
2. ENGINEERING, TESTING, PERMITS, BONDS, SURVEY STAKING, SPECIAL INSURANCE.
3. REMOVAL/REPLACEMENT/RELOCATION OF WATER METER BOXES/VALVES/UTILITIES
4. ROOT PRUNING OR GRINDING.
5. COLD MILLING
6. REMOVAL OR HANDLING OF HAZARDOUS, TOXIC AND LEAD MATERIALS IS EXCLUDED.
7. STORM WATER POLLUTION CONTROL PLAN OR IMPLEMENTION.
8. COMPACTION TESTING
9. LIQUIDATED DAMAGES
10. WEED KILL
11. PRIME COAT, SLURRY SEAL, FOG SEAL.
12. ROOT BARRIER
13. DEWATERING
14. HOME OWNER NOTIFICATION
15. LANDSCAPE RESTORATION
16. IRRIGATION RELOCATION

ATTACHMENT C

Fee proposal by Filippin Engineering

FILIPPIN ENGINEERING

December 23, 2024

City of Carpinteria
Public Works Department
5775 Carpinteria Ave. Carpinteria, CA 93013

Attn: John Ilasin, Public Works Director

SUBJECT: PROPOSAL TO PROVIDE CONSTRUCTION INSPECTION SERVICES FOR CHANEY AVENUE EMERGENCY REPAIR (GROUNDWATER SEEPAGE)

Dear Mr. Ilasin,

Filippin Engineering, Inc. (FE) is pleased to submit our proposal to provide Construction Inspection Services for the Chaney Avenue Emergency Repair (Groundwater Seepage) project located in the City of Carpinteria. FE is well positioned to assist the City with this emergency assignment since we are currently performing Construction Management and Inspection Services for the 2022 Pavement Rehabilitation project throughout the City.

Our current understanding of the project is that the City has procured a cost proposal from Toro Enterprises Inc. and plans to issue an emergency contract to perform this work. The project will be performed on an emergency basis to begin as soon as possible. We also understand the City is requesting Filippin Engineering to perform Construction Inspection Services for the emergency work based on the fact that FE is currently working for the City on the 2022 Pavement Rehabilitation Project.

In addition, we understand the scope of work will consist of locating existing underground utilities, sawcut and removal of asphalt concrete pavement, trench excavation, PVC storm drain construction, trench backfill, connection to existing drainage inlet, asphalt concrete pavement and striping. FE understands the City will provide construction management tasks to include construction administration, labor compliance and stormwater quality compliance. FE assumes the City will provide construction materials testing on a separate contract. FE will provide construction inspection deliverables to include project documentation (Daily Logs, Photos, Punch-list, etc.).

We estimate the duration of the proposed scope of work to be 10 working days at 8 hours per shift with the following cost breakdown:

- Monday through Friday (10 days) @ 8 hrs/day = 80 hours
- Chief Construction Inspector Rate = $195/hr (2025 FE fee schedule attached)
- 80 hrs x $195 = $15,600

We propose utilizing Mr. Javier Licon to perform the inspection duties for this assignment. Mr. Licon is familiar with the City's procedures and project staff and has been performing construction inspection for the 2022 Pavement Rehabilitation project. As an alternate inspector we are proposing Mr. Cory Crocker. Both resumes are attached hereto. We also understand this assignment is subject to prevailing wages.

Based on our understanding of the City's request, our discussion with City staff, review of the project plans and requirements and our experience with similar projects, we estimate that the fee required for our services will be approximately $15,600.00.

Gino Filippin, P.E., QSD
Filippin Engineering, Inc.
354-D S. Fairview Ave., Goleta, CA 93117
(805) 729-0041
gino@fecivil.com

If you have any questions or would like to discuss our proposal further, please do not hesitate to contact me.

Sincerely,
FILIPPIN ENGINEERING



Gino Filippin, P.E., QSD
Principal Engineer

JAVIER LICON | SENIOR CONSTRUCTION INSPECTOR

FE

EDUCATION

- C.E.T. - Electronic Technician -1988
- Sawyer College - Computerized Office Skills - 1991

AREAS OF EXPERTISE

- HDPE/Electrofusion Certified
- Confined Space Safety
- Trench Safety Certified
- OSHA compliant
- Traffic Control Trained
- Microsoft Office tools: Excel, Word, Powerpoint
- Procore Project Management Tools

Mr. Licon has an extensive background in public works construction and with over 21 years of experience in municipal projects including water and sewer pipelines, underground utilities, drainage, structures, roads and pavement maintenance. Javier's depth of hands-on experience and breadth of knowledge through a range of projects and roles has developed an exceptional skill set in a Senior Construction Inspector. Javier excels at understanding the construction work as well as the engineering details and design intent. He is as adept at resolving potential field conflicts as he is at communicating with designers or Agency staff. Prior to Filippin Engineering, Javier performed foreman duties on public works projects for Toro Construction, giving him very applicable work experience.

UTILITIES PROJECT EXPERIENCE

SKYLINE RANCH DEVELOPMENT IMPROVEMENTS (Santa Clarita Valley Water Agency) Provided Senior Construction inspection on below projects start to finish which included:

- Hydrotesting, chlorination and tie-ins
- 16-inch TRANSMISSION MAIN SIERRA HIGHWAY: 4025 LF 16-inch DIP and 86 LF-12-inch DIP
- PA-L: 2000 LF–8-inch DIP, 400 LF–6-inch DIP, 4 Fire Hydrants, 47 1-inch Water services, 3–Shear spools with air release valves.
- 20-inch NORTH OAKS TRANSMISSION MAIN: 1540 LF–20-inch DIP, 4-inch Blow-offs, 2-inch Air vacs and 20-inch BF Valves
- PA-M1: 2000 LF–8-inch DIP, Fire Hydrant, 42 1-inch Services, 2-inch Blow-offs and 1-inch air vacs

TRACT 73858 LOT 1 WATERLINE IMPROVEMENTS (Santa Clarita Valley Water Agency) Provided Assistant Resident Engineer duties for this project which consists of installing 6,160 LF of 6 to 12-inch ductile iron, connecting 183 water services and installing 9 fire hydrants, tying in existing watermains to new watermains and coordinating with the Water Agency for Bac-T testing, high/low chlorine testing, pressure testing and flushing velocities.

FY19A WATERLINE REPLACEMENT (City of Santa Barbara) Provided Assistant Resident Engineer duties for this $3.4M and 3.2 miles of the new watermain replacement on approximately 20 streets. Duties also included the inspection of the new tie-ins of the new watermain on all streets, compaction testing and tie-over of the water services to the new water line after its been energized.

FY19B WATERLINE REPLACEMENT (City of Santa Barbara) Assistant Resident Engineer responsible for this $4.2M and 4.0 miles of new watermain replacement on 27 city streets. Responsibilities also included the inspection of the new tie-ins of the new watermain on all streets, compaction testing and tie-over of the water services to the new water line after its been energized.

WWTP REHABILITATION (Saticoy Sanitary District) The proposed project consisted of the installation of a reinforced concrete pad improvement under the sludge drying area containing the geotubes for the wastewater effluent and the rehabilitation of the WWTP's odor scrubbers. The project aims to reduce the cost of trucking low solids waste to a second facility, contain and reduce odors, and protect the groundwater quality.

LINDERO CANYON SEWERLINE REPAIR (Triunfo Water and Sanitation District) Trench to expose and remove 8' section of 8" VCP that is cracked. Cut out cracked VCP and install an 8' section of SDR35 in its place. Backfill with sand 12" above the pipe, then cement slurry to the AC base course. Base AC thickness at 1" greater than existing section within the trench. T-Cut / mill 2" depth outside of the trench for a final lift in the street that is approximately 34'x25'.

TRI POINTE/BOUDREAU-MISSION VILLAGE F6 AND F18 (Santa Clarita Valley Water Agency) Senior Construction Inspector fo this project which consisted of installing 1871 LF of 8-inch ductile iron water main lines, connecting 70 water services and installing 6 fire hydrants, 2 - 1-inch air vacs, and tying in existing watermains to new watermains and coordinating with the Water Agency for Bac-T testing, high/low chlorine testing, pressure testing, and flushing velocities.

JAVIER LICON | SENIOR CONSTRUCTION INSPECTOR FE

KB HOMES/STAATS MISSION VILLAGE PHASE 1 TRACT 61105-10 AREA F7 (Santa Clarita Valley Water Agency) Senior Construction Inspector for this project which consisted of installing 1871 LF of 8-inch ductile iron watermain lines, connecting 70 water services and installing six fire hydrants, two 1-inch air vacs, and tying in existing watermains to new watermains and coordinating with the Water Agency for Bac-T testing, high/low chlorine testing, pressure testing, and flushing velocities.

CITYWIDE STREET IMPROVEMENTS PROJECT FY 15-16 (City of Santa Paula) Underground utility foreman for this project which consisted of inspection for 16,550 LF of watermain reconstruction, 2,500 LF of sewer main reconstruction, the removal of 37 existing sewer manholes and replacing them with new polymer manholes, the installation of 58 access ramps and the full depth reconstruction of 708,000 SF of city roadway. The project contained work in six separate areas of the city, ranging from the downtown commercial area to residential neighborhoods that were built between the 1900s and the early 1960s.

INFRASTRUCTURE IMPROVEMENTS PROJECT FY 08-09/13-14 (Channel Islands State University) Provided underground utility foreman responsibilities which included oversight of the installation of over 42,000 LF of hydronic steam and cooling water lines throughout Channel Islands State University. The project also consisted of Hydro-testing and tying into the hydronic planted at the university. Completion of the project involved the installation for three separate student housing developments which included: watermain, sewer, fire line, storm drain, and a sewer lift stations for university.

GOLETA/CANNON GREEN DRIVE FY 2018 (City of Goleta) Provided Underground foreman duties which involved the removing and replacing of approximately 130 customer services and meters throughout the Cannon Green Drive neighborhood.

INFRASTRUCTURE IMPROVEMENTS/HDPE FOR FUTURE BUILDING FY 14-15 (Cal Poly University) Provided underground utility foreman responsibilities which involved the oversight of the installation of HDPE watermains for the California Polytechnic University. This included the installation of a watermain, sewer, and storm drain both on and off the University Campus.

HOLLISTER ST. TORO CANYON/BELL CANYON BRIDGES FY 2018 (City of Goleta) Fulfilled underground utility foreman duties which included the removal and replacement of the HDPE watermain on the Hollister St. Toro Canyon and Bell Canyon Bridges.

BUENA VISTA/SAN FERNANDO RD FY 2012 (City of Burbank) Fulfilled underground utility foreman duties which consisted of inspection of the installation of a 48-inch watermain for road expansion include jack and bore under railroad and approximately 2,500 LF watermain and valves including tie-ins.

INFRASTRUCTURE IMPROVEMENTS/ALL CAMPUS FY 06-07 (Oxnard College) Underground utility foreman for this project which included the installation watermain laterals, fire lines, fire hydrants, sewer mains, manholes, storm drain main and catch basins. HDPE gas line throughout entire campus in extensive renovation.

FLOOD CONTROL PROJECT EXPERIENCE

SANTA MONICA DEBRIS BASIN OPERATIONAL IMPROVEMENTS (Santa Barbara County Flood Control and Water Conservation District and Water District) Assistant Construction Manager for the Santa Monica Debris Basin Improvements. Work consisted of providing water pollution control; removal of existing bridge; modifications to existing drainage facilities; new bridges; new drainage facilities; reinforced earth and sheet pile retaining walls; and roadway improvements including PCC and HMA surfacing.

2023 STORM DAMAGE AND CLEANUP EMERGENCY WORK (Santa Barbara County Flood Control and Water Conservation District and Water District) Providing Construction Inspection for the 2023 Storm Damage and Cleanup Emergency Work from the January 9 rainfall. The work consisted of extra work verification, invoice review, and preparation and organization of paperwork for audit for multiple locations in the greater Santa Barbara area (Carpinteria, Montecito, Santa Barbara, and Goleta). Work completed at the locations includes debris cleanup and removal from creeks, debris basin cleanout for multiple locations including San Roque, Cold Spring, Romero, Arroyo Paredon, Gobernador, and Santa Monica, San Jose, Atascadero, Los Carneros, San Pedro, minor repairs to structures, and disposal site monitoring.

JAVIER LICON | SENIOR CONSTRUCTION INSPECTOR

FE

PARKS PROJECT EXPERIENCE

COMMUNITY GARDEN, SAN JOSE CREEK MULTI-PURPOSE PATH AND ARMITOS PARK IMPROVEMENTS (City of Goleta) Provided Senior Construction Inspector responsibilities for improvements of the Community Garden, San Jose Creek Multi-Purpose Path, and Armitos Park. The improvements include clearing, grubbing, and rough grading of the full two-acre site, along with earthwork and the construction of a new community garden with raised garden beds, an outdoor classroom, an outdoor picnic area with a pizza oven; installation of new playground equipment and surfacing material; construction of Americans with Disabilities Act (ADA)-accessible walkways, ramps, and curbs; stabilized decomposed granite (DG); construction of a bike path in a riparian area along San Jose Creek; and all associated clearing, grubbing, grading, porous asphalt concrete (AC), bioretention and bioswales, concrete, drainage, fencing, signage and landscape work. These projects require close coordination with multiple landscape architects, engineers, permitting agencies, environmental consultants, and archeological monitors.

JONNY D. WALLIS PARK SPLASH PAD AND DRAINAGE IMPROVEMENTS (City of Goleta) Provided Senior Construction Inspector responsibilities for improvements the Jonny D. Wallis Park. Improvements included the construction of a new splash pad installation complete with a new pump house and storage building, shade structures, fencing, security lighting, and cameras. This project also involves addressing drainage issues around the park. Challenges to this project include significant public interaction given that this is an active park in a busy downtown corridor.

CORY CROCKER | SENIOR CONSTRUCTION INSPECTOR FE

EDUCATION

- Associate of Arts in Liberal Arts, Moorpark College, 1999

AREAS OF EXPERTISE

- Caltrans Certifications- Test methods; 105, 125, 201, 202, 205, 216, 217, 226, 227, 229, 375, 504, 518, 539, 540, 556, 557.
- ACI certifications; Concrete Lab Testing Tech 1, Concrete Strength Testing Tech 1, Concrete Field-Testing Tech 1, Aggregate Testing Level 1 and level 2.
- National Highway Institute Certifications; Plan reading Series, HMA Paving Field Inspection, PCC Paving Inspection, Base & Subbase Stabilization & Repair.
- Nuclear Density Testing Gauge certified.

Mr. Crocker brings over 20 years of Public Works Inspector experience with outstanding interpersonal skills and direct experience in construction, inspection, engineering, CMT testing, quality control/quality assurance, management, safety programs, and laboratory services/testing. Mr. Crocker's previous employment was with Willdan Engineering, where he provided Public Works Inspection for the City of Santa Paula and the City of Fillmore where he worked in various capacities as an Encroachment, Capital Improvement, Residential and Commercial tract, and Erosion/Sediment control inspector, leaving him well-versed in all facets of constructability, construction management, and inspection.

FLOOD CONTROL PROJECT EXPERIENCE

COLD SPRINGS DEBRIS BASIN (Santa Barbara County Flood Control & Water Conservation District) Assistant Construction Manager on this existing flood control debris basin along project located on East Mountain Drive, and consists of providing water pollution control; clearwater diversion; removal of a portion of grouted rock slope protection; excavation; placement of rock slope protection; construction of a cast-in-place outlet structure including retaining and debris walls; grading of a new step-pool channel with ESM and grouted rock weir structures; grading for a pilot channel; and construction of access roads.

UTILITIES PROJECT EXPERIENCE

DICKASON DR WATERLINE IMPROVEMENTS (Santa Clarita Valley Water Agency) Senior Construction Inspector for this project that is located along Dickason Drive from Smyth Drive to Decoro Drive. The project consisted of the installation of a water line and appurtenances. The work included trenching, shoring, installation of a waterline, abandonment of an existing water line, traffic control.

LAKE PIRU STORM DAMAGE CLEAN UP (Summer Construction and McNabb) (United Water Conservation District) Senior Construction Inspector for the debris removal from Lake Piru to District accepted disposal or laydown site. Project work included the debris tracking and reporting, daily Inspection of all emergency work, and final packaging of deliverable that contained all hard copy truck tickets and a thumb drive with daily reports, Roving Monitor Spreadsheet for totals, and any T&M tracking required.

HARVEST AT LIMONEIRA (City of Santa Paula) Lead Public Works Inspector for this 225-acre master planned community of new homes in Santa Paula, CA. Tasks included but not limited too; rough/fine grading, main line wet utilities – reclaimed and domestic water including hydrostatic testing & chlorination, sanitary sewer including mandrelling & pressure testing, storm drain and detention basins, sidewalk/approaches/ADA ramps and new street construction, and Certificate of Occupancy for new homes. Additional tasks included the inspection of construction and installation of storm drain RCB, RCP (18-inch-to-60-inch pipe) main storm drain installs including, CDS units, headwalls/wing walls, swales and V-ditches, catch basins, and drop inlets.

EAST AREA 1 NEW WELLS 7 & 8 RAW WATER INTERCONNECTION PIPELINE (City of Santa Paula) Provided Lead Inspector responsibilities for the installation of new 10-inch water line connecting two future well sites from start to finish. Project was located within the Harvest at Limoneira Project for the City of Santa Paula future well sites.

EAST AREA 1 SPORTS PARK COMPLEX (City of Santa Paula) Provided Lead Public Works Inspector tasks for this large sports park within Harvest at Limoneira development. Inspected for installation and acceptance of reclaimed and domestic water, sanitary sewer, storm drains, a large detention basin and two smaller basins, new sidewalk/parking lots with multiple ADA ramps and walks. Assisted Building and Safety Department with inspections of footings, rebar and concrete pours. Additional tasks included the inspection of construction and installation of storm drain RCB, RCP (18-inch-to-60-inch pipe) main storm drain installs including, CDS units, headwalls/wing walls, swales and V-ditches, catch basins, and drop inlets.

THE BRIDGES/HERITAGE GROVE (City of Fillmore) Lead Public Works Inspector for this large master planned community of new homes in Fillmore. Tasks included but not limited to: rough/fine grading, main line wet utilities - water, sewer, storm drain main line

RCB and RCP headwalls, catch basin and detention basins, sidewalk/approaches/ADA ramps and street new construction, and Certificate of Occupancy for new homes. Also worked directly and developed a working relationship with City Engineer, Developer and Contractors.

BARD LAKE RESERVOIR (Callegaus Water District) Provided construction inspection and material testing duties for the dike erosion repair, placement of rip-rap. Inspection also included the slurring of the spillways and wing walls.

DE LA GUERRA ST. BRIDGE (City of Santa Barbara) Provided material sampling and testing, compaction testing of bridge abutments and wing walls throughout various phases and concrete sampling, casting of concrete test specimens and compressive strength testing of cast cylinders. This $5.8M project which consisted of removing and replacing the concrete bridge and roadway approaches, relocating utilities, constructing new concrete channel walls and sidewalks. The bridge structure consists of CIDH pile abutment foundations, along with precast prestressed concrete girders, solider pile walls upstream and downstream in the channel, and pour in place wingwalls. Also involved was the planting landscape materials and irrigation systems, installing storm drainage facilities and streetlights.

STATE BEACHES PARKING RENOVATIONS (County of Ventura) Provide materials sampling and testing of special high strength/high slumped and highly "retarded" (admix to slow down setting of concrete) for 100-ft caissons along shoreline.

ANACAPA MIDDLE SCHOOL SAFE ROUTES TO SCHOOL (City of Ventura) Provided material sampling and compaction testing prior to concrete placement, sampling and field testing of concrete for various improvements followed by lab testing of field cast compressive strength samples. Provided HMA batch plant inspections and field sampling and testing of asphalt. The project consisted of roadway widening along Telegraph Rd. between Mills Rd. and Ashwood Ave. The project also includes curb extensions to provide a pedestrian school crossing with Rectangular Rapid Flashing Beacons near Anacapa Middle School and a new traffic signal installation at the intersection of College Dr. and Telegraph Rd. Along with these pedestrian and traffic control improvements, the project will provide asphalt pavement resurfacing, concrete curb ramp improvements, sidewalk and driveway repairs, traffic signs and striping.

QUINIENTOS ST. BRIDGE (City of Santa Barbara) Provided material sapling and testing, compaction testing throughout various phases and concrete sampling, casting of concrete test specimens and compressive strength testing of cast cylinders. This 38-foot long and 36-foot wide bridge that crosses over the sycamore creek. The new bridge will be 50 feet long and consist of two 12-foot lanes with 6-foot shoulders and 7-foot sidewalks on both sides of the bridge. The work will consist of removing and replacing existing concrete bridge and roadway approaches, CIDH bridge abutment piles, soldier-pile channel walls, cast-in-place concrete bridge deck, relocating domestic water facilities, constructing concrete channel walls and sidewalk, landscape and irrigation systems, tree trimming and removal, installing storm drainage facilities, installing streetlights and associated civil street improvements.

OKOTE PIPE FACTORY (City of Santa Paula) Lead Public Works Inspector for this project. Work included a wet utility installation and construction of new street.

ENCROACHMENT PERMITS (City of Santa Paula) Provided onsite inspections for the City of Santa Paula on various Public Works Encroachment Permits that were within the city right of way. Project duties included verification of Traffic Control implementation, observation of work performed and enforcement of city standards and/or applicable specifications. Permits were for utility companies such as Southern California Edison and SoCal Gas for utility repair/maintenance to private business/residences needing sanitary sewer lateral replacements, water line repair or new installation to sidewalk/driveway approaches concrete work.

STREET RESURFACING JOHNSON DRIVE (City of Ventura) Provided HMA batch plant inspections, material sampling, testing and observation of placement for asphalt paving on Johnson Dr. from Bristol Rd. to 101 Fwy. This $1.4M construction project was funded by Senate Bill No. 1. The project consisted of asphalt pavement resurfacing, concrete curb ramps, pedestrian passageways, sidewalk and driveway repair, traffic signs and striping improvements on Johnson Dr. from Bristol Rd. to U.S. 101.

ANNUAL RESURFACING AND OVERLAY (City of Camarillo) Provided materials sampling and testing, observation of HMA placement and field inspection for annual slurry seal and asphalt overlay. Performed HMA batch plant inspections including ARHM binder production. Annual project consisting of repair work for street subgrade issues, asphalt grind and overlay, crack seal, CIP seal and type II slurry.

STREET RESURFACING TELEPHONE RD AND PORTOLA ROAD (City of Ventura) Provided HMA batch plant inspection, materials sampling, testing and observation of placement for asphalt paving for various locations in project. This $1.6M construction project consisted of asphalt pavement resurfacing, concrete curb ramps, sidewalk and driveway repair, traffic signs and striping improvements on Telephone Rd. and on Portola Rd.

CORY CROCKER | SENIOR CONSTRUCTION INSPECTOR

FE

ANNUAL PAVEMENT PREP AND SLURRY SEAL (City of Goleta) Provided HMA batch plant inspections, sampling and testing of material, observation of placement of type II slurry and asphalt overlays. Reoccurring annual project of various streets. Work included asphalt grind and overlay, crack seal, chip seal, slurry seal and other pavement preservations.

ANNUAL RESURFACING AND OVERLAY (County of Santa Barbara Public Works) Provided inspection coverage for large slurry seal project on various county streets off Hwy 33 and Hwy 166 in northeastern Santa Barbara County. Tasks included verification of submitted materials, tracking and measuring quantities, checking spread rates to keep slurry application within job specifications. Project included asphalt grind and overlay, crack seal, slurry, seal chip seal.

LIBRARY ADDITION AND RENOVATION (University of California at Santa Barbara) Provided material sampling and testing for various concrete work throughout project. Performed casting of compressive strength cylinders, slump and air testing for randomly selected arriving loads of concrete, performed compressive strength testing of field cast cylinders. This nearly $80M renovation project took just over two years to complete. Work consisted of seismic retrofitting of existing two-story building and eight-story tower, construction of a three-story building and new paseo walkway connecting all parts of the library to both east and west sides of campus.

EXHIBIT A
FILIPPIN ENGINEERING, INC.
BILLING RATES EFFECTIVE JANUARY 1, 2025 to DECEMBER 31, 2025

Engineering		
Engineering Technician	$	130.00
Senior Engineering Technician	$	145.00
Junior Engineer	$	185.00
Assistant Engineer	$	200.00
Associate Engineer	$	205.00
Senior Engineer	$	220.00
Principal Engineer	$	250.00

Construction Management		
Assistant Construction Manager	$	200.00
Associate Construction Manager	$	205.00
Senior Construction Manager	$	220.00
Principal Construction Manager	$	250.00
Senior Construction Inspector (PW)	$	185.00
Senior Construction Inspector II (PW)	$	190.00
Chief Inspector/Owner's Rep (PW)	$	195.00

General		
Technical/Clerical Support	$	125.00
Public Outreach Specialist	$	130.00
Office Engineer	$	140.00
Senior Program Manager	$	220.00

Markup	
Sub-Consultant	10%
Reimbursable Expenses	10%
Outside Consultant	10%

Notes:

1 - Reimbursable expenses include postage, shipping, outside plot and copy reproduction costs.

2 - On prevailing wage assignments, overtime rates for construction inspection = 1.3 X regular rate. Double time rates = 1.5 X regular rates. Overtime will not be performed unless authorized in writing by the client. Overtime is incurred as defined on the prevailing wage determination for construction inspector.

3 - Billing rates are subject to annual increases of 5% and rounded up to the nearest $5.00

4 - Prevailing Wage rate increases are calculated at an increase of proportionate percentage from Determination SC-23-63-2-22-1D for Building/Construction Inspector and Field Soils and Material Tester, these may be higher than Note 3 and are required by the DIR.

5 - Expert Witness services are 2x the applicable classification rate.

City of Carpinteria

COUNCIL AGENDA STAFF REPORT
January 13, 2025

ITEM FOR COUNCIL CONSIDERATION

Consideration of Department Priorities for the Development of City Council Goals as Part of the Strategic Plan for Fiscal Years 2025-2026 and 2026-2027

STAFF RECOMMENDATION

Receive and file the report.

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

BACKGROUND

The City's Annual Work Plan is one of the City's primary strategic planning documents, including a list of work items for City staff to strive to complete over a designated 12-month period[1]

In 2024, City Manager Michael Ramirez implemented a revised Annual Work Plan (AWP) development process that included, among other things, development of City Council goals and priorities, which are then supported by department-level strategic goals and objectives. To inform the development of these goals and priorities, City Councilmembers considered several sources, including, but not limited to:

- Personal experience
- Public comment
- Direct communication with constituents; and
- An annual progress report on existing work plan items, provided by City staff

City Council's current goals and priorities can be found here[2].
At the City Council special meeting on January 29, 2024, additional future revisions to the work plan development process were discussed[3], including extending the work plan to a

[1] Previously a calendar year, but in 2024 changed to the City's fiscal year: July 1 – June 30.
[2] https://carpinteriaca.gov/wp-content/uploads/2024/11/City-Work-Plan-Draft-Final-11.27.24.pdf
[3] https://carpinteria.granicus.com/MetaViewer.php?view_id=2&clip_id=1382&meta_id=88175

two-year document[4] and enhancing public engagement. While the City plans to continually improve its efforts to engage residents in the planning process, the following steps were taken this year.

- The City, via a strategic planning consultant, conducted three workshops – one in English (December 4, 2024), one in Spanish (December 5, 2024), and one Virtual (December 11, 2024).
- The City, with the help of a strategic planning consultant, conducted an online survey in both English and Spanish (November 25, 2024 – January 10, 2025).
    - Information from the workshops and survey will be synthesized and shared with the Council at their strategic-planning retreat on January 18, 2025 from 8:00 AM to 5:00 PM at Girls Inc. of Carpinteria (5315 Foothill Road, Carpinteria). This is a public meeting and the agenda will be posted on the City website.

In addition, quarterly reports were implemented in place of an annual progress report. This ensures more frequent and detailed updates, allowing for strategic adjustments, as needed, and will better inform the Council for development of future goals and priorities.

- The City's first quarterly report was provided on October 28, 2024[5], with the second scheduled for presentation on January 27, 2025.

The purpose of this Department Priorities report is to provide the City Council with additional information for consideration prior to the refinement of existing, or development of new, City Council goals and priorities. As technical experts in their field, with intimate knowledge of their department's strengths, needs, opportunities, and areas for improvement, City staff may provide valuable input for consideration. Specific factors affecting staff input may include financial opportunities or constraints, human resource limitations, operational considerations, and other factors. For example, while a hypothetical Project X may hold greater general importance, City staff may prioritize a hypothetical Project Y due to the availability of funding to complete it. Of course, not all issues are technical in nature and assumptions may be challenged. Ultimately, the information provided below may be weighed with other factors according to each councilmember's preference.

DISCUSSION

Department: General Government

Priorities:

1. Public Engagement

[4] The City's upcoming work plan will encompass fiscal years 2025-26 and 2026-27, and will henceforth be referred to as the City's "Strategic Plan," reflecting the documents extended timeline, enhanced ability to inform the budgeting process, and established connection to City department strategic goals and objectives.
[5] https://carpinteria.granicus.com/MetaViewer.php?view_id=2&clip_id=1532&meta_id=97052

2. Homeless Services
3. Grant Seeking
4. Emergency Preparedness
5. Staff Support and Development

Public Engagement

In the face of state housing laws, increased homelessness, climate change, resource constraints, and many other important issues affecting the quality of life for Carpinterians, we must ensure that community voices are heard and that policies reflect local priorities, including the City's commitment to diversity, equity and inclusion. Efforts could include the creation of a community academy (e.g., Goleta's LEAD Academy), cultural events, and district townhalls. With limited staffing resources, efforts would likely require staff augmentation via contracts for services necessitating budget prioritization.

Homeless Services

Homelessness is a complex issue affecting many communities, including Carpinteria. Addressing this challenge is essential for public health, safety, and community well-being. While the City continues to provide outreach and services via collaboration with the County's Department of Behavioral Wellness, which connects individuals residing in homeless encampments to existing resources through the Continuum of Care (CoC); participation in the County's Elected Leaders Forum to Address Homelessness; and partnership with New Beginnings (i.e., Safe Parking Program); the City does not have a dedicated staff person to coordinate these efforts. Most often, these responsibilities fall to the already spread-thin Code Compliance Division. To appropriately address this issue, now and in the future, the City will need to create budget capacity to hire a Homeless Services Coordinator, or similar position, to not only liaise with the County and associated homeless service providers, but to explore local partnerships and specific solutions for the city of Carpinteria.

Grant Seeking

As a smaller city with limited revenue sources, Carpinteria must seek external funding to finance critical projects without overburdening local taxpayers. Grants can help the city fund infrastructure improvements, environmental initiatives, public safety enhancements, and community programs. Pursuing grants reflects fiscal responsibility and innovation by leveraging external resources to achieve local priorities. To successfully advance City Council goals and strategic priorities, enlisting the services of a reputable grant writing firm should be a key priority for Fiscal Year 2025-26 and beyond. This proactive approach will help secure funding for critical projects that may otherwise remain unfunded, ensuring progress toward community-driven initiatives.

Emergency Management and Preparedness

Carpinteria faces natural disaster risks, such as wildfires, floods, and earthquakes, due to its coastal and mountainous environment. Ensuring that the city is well-prepared for emergencies protects lives, minimizes property damage, and reduces recovery time after a disaster. Effective emergency preparedness builds resilience and public confidence by demonstrating that the city can respond swiftly and effectively in a crisis.

The City is in process of recruiting for the position that oversees Emergency Management and Preparedness. Previously, this position was responsible for Emergency Management in addition to communications, volunteer management, and special projects. To increase focus on Emergency Management, including City communications and volunteer management (e.g., Community Emergency Response Team, CERT), the City approved a limited-term Management Analyst I position in the General Government department to assist with special projects. The General Government Department recommends maintaining Emergency Management and Preparedness as a top priority, including the consideration of continuing — or making permanent — the Management Analyst position within General Government.

Staff Support and Development

In small cities like Carpinteria, staff members often wear multiple hats, managing a wide range of responsibilities across various departments. As critical tasks—such as addressing homelessness, emergency management, and program implementation—demand more focused attention, balancing multiple priorities has become increasingly challenging. Also, with limited administrative support, management-level staff are frequently required to take on routine tasks, diverting their time and energy from strategic planning and higher-level decision-making. This reduces overall efficiency and increases burnout risks. Furthermore, as a small team, every vacancy places an extreme burden on remaining staff, which can negatively affect the city's ability to deliver essential services and uphold high standards of customer service.

The General Government Department recommends maintaining staff support and development as a priority. Proposed objectives over the next two years include conducting a total compensation study (recommended at least every 5 years), additional administrative support, and continued investment in staff development.

Summary

By prioritizing these issues, the City of Carpinteria positions itself to build a stronger, healthier, and more engaged community. Each of these priorities addresses core aspects of local government responsibility, from enhancing quality of life to ensuring financial sustainability and public safety. Collectively, they reflect a commitment to proactive governance, long-term planning, and collaboration with residents and regional partners.

Department: Public Works

Priority: Critical Infrastructure and Essential Services Buildings

In its study session of the Special City Council Meeting of March 19, 2024, the City Council directed staff to prioritize capital projects from the Adopted Capital Improvement Plan which the City Council identified as critical infrastructure[6] and essential services buildings[7]. Those critical infrastructure and essential services buildings are as follows:

Critical Infrastructure (alphabetical order):

1. Bicycle facilities
2. Bridges
3. Parking lots
4. Pedestrian facilities
5. Roadway pavement
6. Shoreline
7. Stormwater drainage and quality
8. Traffic control devices

Essential Services Buildings (alphabetical order):

A. City Hall Campus (City Hall, Corporation Yard, Sheriff's Department)
B. Community Library
C. Community Pool
D. Lifeguard towers
E. Veterans Memorial Building

For example, the current, average pavement condition index (PCI) of the City's roadway pavement is 58, which is considered "fair" condition. A PCI of 100 is considered "excellent,"

[6] Systems and assets, whether physical or virtual, so vital to the United States that the incapacity or destruction of such systems and assets would have a debilitating impact on security, national public health or safety, or any combination of those matters. Critical Infrastructure Protection Act of 2001 (U.S. Code § 5195c).

[7] Any building including buildings designed and constructed for public agencies use or designed to be used or any building a portion of which is used or designed to be used as a fire station, police station, emergency operations center, California Highway Patrol office, sheriff's office, or emergency communication dispatch center. Essential Services Buildings Seismic Safety Act of 1986 (California Health and Safety Code, Chapter 2, sections 16000 through 16022)

while a PCI of 0 is considered "fail." The recommended PCI is between 90 and 71, which is considered "good." In regards to vehicular bridges as another example, two (2) of seven (7) are considered "structurally deficient" according to the California Department of Transportation, who inspects the City's vehicular bridges on a bi-annual basis. Finally, as another example, no capital projects, other than maintenance work, were administered for the Carpinteria Community Pool since opening in 1989.

The prioritization of said critical infrastructure and essential services buildings is a continuation of the City Council's commitment to preserving existing City's assets –secure, resilient, and strong.

Department: Community Development

Priorities:

1. Complete General Plan / Coastal Land Use Plan (GP/CLUP) Update
2. Housing Element Program Implementation
3. Facilitate and Achieve Affordable Housing Production
4. Enhanced Customer Service via Process Improvements
5. Transition to Proactive Code Compliance Model

Complete General Plan / Coastal Land Use Plan (GP/CLUP) Update

Updating the GP/CLUP has been a long-term priority of the City Council dating back to at least 2016 when this most recent update effort was initiated. The GP/CLUP is generally thought of as having a 20-year lifespan and provides the overall vision for how the City wishes to develop and change over time, as viewed through land use decisions and activities. Completing the update is important to help guide development and land use decisions for the years ahead.

As of December 2024, administrative drafts of all Elements have been completed and reviewed at public meetings held with the General Plan Update Committee (GPUC). Beginning in early 2025, staff hopes to release a complete public draft of the updated GP/CLUP and to initiate environmental review pursuant to CEQA. It is anticipated that completing the Program Environmental Impact Report (PEIR) that must accompany the GP/CLUP update will take much of 2025.

Following completion of the PEIR, staff hopes to bring the updated GP/CLUP and PEIR forward for public hearings with the Planning Commission and City Council in 2026, followed by submittal to the California Coastal Commission (CCC) for final certification some time in 2027.

To date, nearly all consultant and some city staff time spent on the GP/CLUP update has been funded by Local Coastal Program grants awarded by the CCC. Existing grant funding is expected to expire at the end of 2025. Ongoing work beyond 2025 will either require an allocation from City funds and/or receiving additional grant awards to complete tasks associated with the GP/CLUP update.

Housing Element Program Implementation

The City's current Housing Element was adopted in January 2024 and serves as the guiding policy document for identifying the city's housing needs and efforts to preserve, improve and develop additional housing to serve Carpinterians. The Housing Element covers an eight-year planning cycle from 2023 to 2031, and contains 18 Programs that fit under five broad policy themes:

1. Make Sites Available to Accommodate the Regional Housing Needs Assessment (RHNA)
2. Assist in the Development of Adequate Housing to Meet the Needs of Extremely-Low-, Very-Low-, Low- and Moderate-Income Households
3. Address and Where Appropriate and Legally Possible, Remove Governmental Constraints to the Maintenance, Improvement and Development of Housing
4. Conserve and Improve the Condition of the Existing Housing Stock of Affordable Housing
5. Affirmatively Furthering Fair Housing

Each of the 18 Programs contain one or more actions that have been identified as needing to be completed to help achieve the objectives and goals set out in the Housing Element. Some of these Program actions represent ongoing tasks or actions that are already underway or that are completed annually, however, many others obligate the City to examine and update its current regulations or procedures to help streamline and incentivize housing production. Several of the larger Program actions, such as completing sufficient rezones to meet the City's RHNA shortfall, along with updates to the City's Accessory Dwelling Unit (ADU) and Density Bonus regulations are already underway or have been recently completed. Others, such as updating the City's Inclusionary Housing Ordinance or amending regulations concerning various types of Special Needs Housing have yet to be initiated.

Facilitate and Achieve Affordable Housing Production

The City's RHNA allocation for the current Housing Element planning cycle (2023-2031) totals 901 units, which represents the total number of housing units that HCD believes are needed to meet current and projected housing demands in Carpinteria and to help alleviate some of the pressure placed on existing housing stock as illustrated by high housing costs, low vacancy rates, and overcrowding in housing units. Of the 901 allocated units the City must plan for, slightly more than 60% of the units are targeted for lower- and moderate-income households as follows:

- Very Low-Income: 286 units;
- Low-Income: 132 units;
- Moderate-Income: 135 units; and
- Above Moderate-Income: 348 units

The RHNA allocation's emphasis on planning for lower- and moderate-income units highlights the need for affordable housing opportunities in Carpinteria. However, efforts to produce meaningful numbers of new affordable housing require innovative strategies, often relying on public-private partnerships, grant funding, tax credits, and other types of public or governmental subsidies and assistance. While the City has previously been part of several successful partnerships that resulted in development of new 100% affordable housing developments, future endeavors will likely need to look more broadly at a variety of tools and strategies employed by other jurisdictions to generate or leverage funding sources, and develop governmental policies and programs that support affordable housing production.

Accordingly, this Priority is focused on researching tools and strategies employed by other jurisdictions, reporting on those findings to the City Council, and receiving direction from the Council on which strategies to pursue for implementation in Carpinteria.

Enhanced Customer Service via Process Improvements

The past decade has seen a significant increase in the annual number of planning and building permit applications submitted to the Current Planning and Building & Safety divisions for review and processing. This increase in caseload has coincided with ever-increasing regulatory requirements which make reviewing and processing many of these permits more complicated, costly and time-consuming. Despite this uptick in workload, staffing resources assigned to these tasks have remained virtually unchanged. The unintended result has often been longer delays and processing timelines for permits, increased costs, and less staff capacity to devote to assigned tasks or other departmental priorities.

CDD staff is currently working towards evaluating and identifying a new cloud-based permit platform to transition to in the coming fiscal year. Allowing for online submittal, review, tracking and issuance of permits is seen as a key component towards increased efficiency, better coordination and enhanced transparency in the City's review and permitting processes. Staff is also undertaking a review and overhaul of the business licensing review process to improve the efficiency of this program and reduce the administrative burden associated with the licensing program. Nevertheless, there are additional process improvements needed to help CDD provide the high level of customer service it strives to offer, particularly as more and more of City business is conducted online or via a computer, and as new development or reinvestment in existing development continues to outpace past years' level of activity.

In particular, an analysis of CDD's staffing needs must be completed and a strategy developed for reorganizing and/or expanding the department's roster to better meet current needs. For example, over the past couple of years and most noticeably during this current

year, CDD has increased its reliance on consultant contract services for Building & Safety-related duties, including plan check review, permit technician, and most recently, inspection and building official duties. Outsourcing a higher percentage of plan reviews and augmenting CDD staff with part-time permit technician support in particular has already demonstrated an improvement in review timelines and customer service responsiveness. Working to build and expand on these improvements, particularly with an eye towards full cost recovery, will help to allow CDD to better perform its assigned duties and provide better customer service.

Transition to Proactive Code Compliance Model

For the past couple of years, the Code Compliance / Animal Control divisions have been operating in a reduced capacity with one Code Compliance Supervisor and just one Code Compliance Officer I/II position (as compared to previously staffing two Officer I/II positions). This reduced staffing arrangement results in there being only a single officer on duty most days of the week.

Despite the reduced staffing of the division, demands for service for Code Compliance-, Animal Control- and Park Ranger-related duties have remained high, and in some cases have increased in recent years. As a result, the Code Compliance Division's focus has transitioned over the past several years to a predominantly complaint-based system, where the officers' allocation of time and effort is predominantly spent responding to service requests and less time is available for proactively patrolling the City or engaging with the community through outreach or educational programming.

Emphasizing a transition back to a more balanced approach to code compliance duties that preserves capacity for proactive code compliance efforts while still also responding to citizen service requests will allow for an overall improved level of service. Creating additional capacity within the Code Compliance Division would allow for other priorities of the community and/or Council to be addressed (e.g., park patrols, ranger duties, leash enforcement, etc.) and can facilitate a more equitable approach to code compliance responsibilities across the entire community and across the breadth of duties and responsibilities assigned to this Division.

Creating the capacity for this transition necessarily requires re-instating the vacant second Officer position, either as a full-time dedicated Code Compliance Officer I/II position or perhaps as a hybrid Officer / Park Ranger position. With a full Code Compliance team, efforts to reassess how staff time is apportioned to the various Code Compliance duties and work efforts can then be undertaken to ensure adequate staff resources are properly allocated throughout the Division.

Summary

The Community Development Department's priorities are centered around improving the quality of life of Carpinterians and enhancing the level of service provided to Carpinteria residents, businesses, and visitors. By focusing on the completion and implementation of key long-term planning programs, CDD can better help guide new and re-development in a

direction that aligns with the City's values and priorities for the future. By working to improve the level of service provided by CDD divisions, staff can help to ensure that the quality-of-life Carpinterians enjoy continues to be preserved and enhanced.

Department: Parks, Recreation & Community Services

Priorities:

1. Bluffs Three Project
2. Community Pool Facility Updates
3. Veterans Memorial Campus Accessibility Improvements
4. Library Accessibility Improvements
5. El Carro Park Playground
6. Parks & Recreation Master Plan

Bluffs Three Project

- **What it is:** The Bluffs Three Project aims to develop the remaining portion of Carpinteria Bluffs into an accessible public space, including a restroom, parking lot, improved trails, and an information kiosk.

- **Why it's a priority now:** The City's partnership with the Santa Barbara Land Trust requires "initial improvements" to be completed within five years of acquiring the property in 2020. Delays risk losing $750,000 in funding.

- **Key considerations:**
    - An extension has been granted on the five-year deadline.
    - Rising costs will likely require a phased approach.
    - Initial focus on ADA-accessible entrances and main trails.
    - Future amenities depend on securing additional grants or donations.
    - Estimated cost: $2.3 million, with a timeline spanning FY 25/26 and 26/27
    - Currently there are no funds allocated for this project.

Community Pool Facility Updates

- **What it is:** Opened in 1989, the Community Pool is a vital resource for recreation and swim education. A Facility Needs Assessment, planned for 2025, will evaluate maintenance needs and potential safety issues. The City intends to hire a firm to conduct the assessment through a Request for Proposals process.

- **Why it's a priority now:** Pending the assessment findings, urgent maintenance needs may be identified. Failure to address these needs in the FY 25/26 budget could lead to equipment failure and unplanned facility shutdowns. Immediate issues, like

replacing underwater pool lights, underscore the importance of proactive planning to avoid costly emergency repairs.

- **Key considerations:**
  - Potential for unplanned shutdowns if repairs are delayed.
  - Impact on City and school district programs.
  - No funds currently allocated for this project.

Veterans Memorial Campus Accessibility Improvements

- **What it is:** A community hub supporting AgeWell programming, weekend events, and more.
- **Why it's a priority now:** Increased usage highlights the need for accessibility upgrades to entrances, restrooms, and meeting rooms.
- **Key considerations:**
  - Currently ADA-compliant under grandfathering provisions.
  - Upgrades will modernize facilities and enhance usability for all residents.

Library Accessibility Improvements

- **What it is:** Accessibility upgrades to the library to support increased programming and events.
- **Why it's a priority now:** Enhances the library's role as an inclusive space for learning and community connection.
- **Key considerations:**
  - Estimated cost: $1.4 million, included in the FY 23/24 CIP.
  - Funding has not yet been identified.

El Carro Park Playground

- **What it is:** A playground upgrade to ensure universal accessibility and age-appropriate play areas.
- **Why it's a priority now:** The current playground lacks accessibility, presenting barriers for children and caregivers with mobility impairments.
- **Key considerations:**
  - Will foster inclusivity and community engagement.
  - Addresses the oldest playground in the City's park system.
  - Funding has not yet been identified.

Parks & Recreation Master Plan

- **What it is:** A strategic framework for future investments and programming. The plan will prioritize projects such as the Community Farm Project, Dog Park, Pickleball facilities, and other community amenities.

- **Why it's a priority now:** The Master Plan will help set clear priorities for future projects and provide a roadmap for budget allocations.
- **Key considerations:**
    - Consultant-led development required due to staffing limitations.
    - Community input will be integral to the planning process.

Summary

The Parks, Recreation & Community Services Department is committed to fostering an inclusive and accessible environment for all residents. By prioritizing facility upgrades, strategic planning, and equitable program funding, the Department aims to address both physical infrastructure and systemic barriers to participation. Over the next two years, these efforts will ensure that the City's parks, facilities, and programs remain vibrant, inclusive, and responsive to the community's diverse needs.

Department: Administrative Services

Priorities:

1. Enhance Operational Efficiency
2. Strengthen Internal Controls
3. Policy Development and Implementation
4. Improve Financial Management
5. Staff Development and Training
6. Technology Integration

Enhance Operational Efficiency: Streamline administrative processes and workflows to improve the efficiency and productivity of city operations. This includes digitizing manual processes, optimizing resource allocation, and reducing paperwork to ensure smoother day-to-day functioning.

Strengthen Internal Controls: Implement and monitor robust internal controls to safeguard the City's assets, ensure compliance with regulations, and prevent fraud. This includes enhancing segregation of duties, establishing clear approval processes, and conducting regular audits.

Policy Development and Implementation: Develop, approve, and implement key policies, including procurement, purchasing, and other operational policies. Ensure policies are communicated effectively and are consistently followed across departments.

Improve Financial Management: Enhance financial reporting systems, budget tracking, and cash management to ensure transparency and accountability. Prioritize accurate and timely reporting, as well as effective use of City funds.

Staff Development and Training: Invest in the professional development of administrative staff through training programs, workshops, and leadership development initiatives. Focus on improving skills in areas such as financial management, customer service, and compliance.

Technology Integration: Leverage technology to improve administrative processes, including implementing new software tools for accounting, communication, document management, and project tracking. Ensure that technology solutions align with the city's needs and contribute to operational improvements.

Summary

To enhance City operations, key strategies include streamlining administrative processes to boost efficiency, optimizing resource allocation, and reducing paperwork. Strengthening internal controls is crucial for safeguarding assets, ensuring regulatory compliance, and preventing fraud through clear approval processes and regular audits. Developing and enforcing operational policies, such as procurement and purchasing guidelines, ensures consistency across departments. Financial management improvements, such as better reporting systems and budget tracking, promote transparency and accountability. Investing in staff development through training and leadership programs enhances skills in financial management, customer service, and compliance. Finally, integrating technology solutions, like new software tools, optimizes administrative functions and aligns with City needs for better operational performance.

POLICY CONSISTENCY

This report can be found consistent with the City's interest in promoting good governance, including efficient use of public resources and public transparency.

FINANCIAL CONSIDERATIONS

No Additional Funding Requested. Minimal staff time to prepare the report is included in the Adopted FY 2024-25 General Fund Budget.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

None

PRINCIPAL PARTIES EXPECTED AT MEETING

None

OPTIONS

1. Receive and file. (Staff recommendation)

ATTACHMENTS

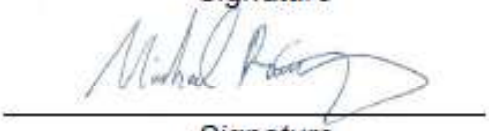
A. Staff Presentation

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



Signature

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



Signature

ATTACHMENT A

CITY OF CARPINTERIA

DEPARTMENT PRIORITIES REPORT

FISCAL YEARS 2025/26 and 2026/27

January 13, 2025, CITY COUNCIL MEETING

Michael Ramirez, City Manager
Ryan Kintz, Assistant City Manager
Licette Maldonado, Administrative Services Director
John Ilasin, Public Works Director
Nick Bobroff, Community Development Director
Jeanette Gant, Parks, Recreation & Community Services Director

BACKGROUND – ORIGINAL ANNUAL WORK PLAN

ANNUAL WORK PLAN

- **One of the City's primary strategic planning documents**
  - Current work plan covers July 1, 2024 – June 30, 2025

CITY COUNCIL GOALS & PRIORITES

- **Adopted by City Council**
  - Supported by department-level strategic goals and objectives
  - Informed by:
    - Personal Experience
    - Public Comment
    - Direct communication with constituents
    - Annual progress report on existing work plan items
    - Other factors



NEW STRATIGIC PLAN

Annual work plan extended to 2-year strategic plan

Encompassing fiscal years 2025-26 and 2026-27

Enhanced public engagement

- Community Workshops
- Community Survey
- Council Retreat



Staff input and accountability

- Quarterly Reports
- Department Priorities Report

GENERAL GOVERNMENT DEPARTMENT

Priorities for Fiscal Years 2025/26 and 2026/27



General Government
Priorities for Fiscal Years 2025/26 and 2026/27

Public Engagement

- Ensure community voices directly shape City policies and decisions.
- Tackle pressing issues like housing, homelessness, climate change, and resource scarcity.
- Prioritize diversity, equity, and inclusion in all City initiatives.
- Launch programs like a citizen academy, cultural events, and district townhalls to enhance community participation.



General Government
Priorities for Fiscal Years 2025/26 and 2026/27

Homeless Services

- Allocate more resources to attend to homelessness, a critical challenge impacting Carpinteria's public health, safety, and community well-being.
- The City currently partners with the County and organizations like New Beginnings to provide essential services to individuals experiencing homelessness.
- The lack of a dedicated staff member hinders the City's ability to effectively address homelessness, placing an undue burden on existing resources.
- Creating a Homeless Services Coordinator position is crucial to effectively coordinate efforts, expand local resources, and develop sustainable solutions to address homelessness in Carpinteria.

General Government
Priorities for Fiscal Years 2025/26 and 2026/27

Grant Seeking

- Actively pursue grant opportunities to fund critical city projects.
- Reduce reliance on local taxes by leveraging external funding sources.
- Demonstrate responsible financial management through strategic grant seeking.
- Utilize grant funding to support infrastructure, environmental initiatives, public safety, and community programs.
- Engage a professional grant writing firm to maximize grant application success.



General Government
Priorities for Fiscal Years 2025/26 and 2026/27

Emergency Management and Preparedness

- Prioritize a culture of emergency preparedness to protect lives, minimize property damage, and reduce recovery time from natural disasters.
- Better demonstrate the City's ability to respond swiftly and effectively in a crisis.
- Ensure adequate staffing for critical emergency management functions, including communications, volunteer management (e.g., CERT).
- Consider continuing, or making permanent the limited-term Management Analyst I position to alleviate General Government staff to focus on Emergency Management.



General Government
Priorities for Fiscal Years 2025/26 and 2026/27

Staff Support and Development

- Recognize the unique challenges faced by staff juggling diverse responsibilities, which can impact efficiency and increase the risk of burnout.
- Emphasize the need to alleviate management burdens by providing adequate administrative support.
- Invest in staff development opportunities to enhance skills and improve overall performance.
- Ensure competitive compensation packages to attract and retain qualified personnel.



Questions?





ADMINISTRATIVE SERVICES DEPARTMENT

Priorities for Fiscal Years 2025/26 and 2026/27

Administrative Services Department

Enhance Operational Efficiency

- Streamline workflows, digitize manual processes, optimize resource allocation, and reduce paperwork to improve city operations.

Strengthen Internal Controls

- Implement robust internal controls, ensure compliance, and prevent fraud by enhancing segregation of duties, setting approval processes, and conducting audits.

Policy Development and Implementation

- Develop, approve, and enforce key operational policies, ensuring consistent communication and adherence across departments.

Administrative Services Department

Improve Financial Management

- Enhance financial reporting, budget tracking, and cash management to ensure transparency, accountability, and efficient use of city funds.

Staff Development and Training

- Invest in staff development through training and leadership programs, improving skills in financial management, customer service, and compliance.

Technology Integration

- Leverage technology tools for accounting, communication, document management, and project tracking to improve administrative processes and align with city needs.

Questions?

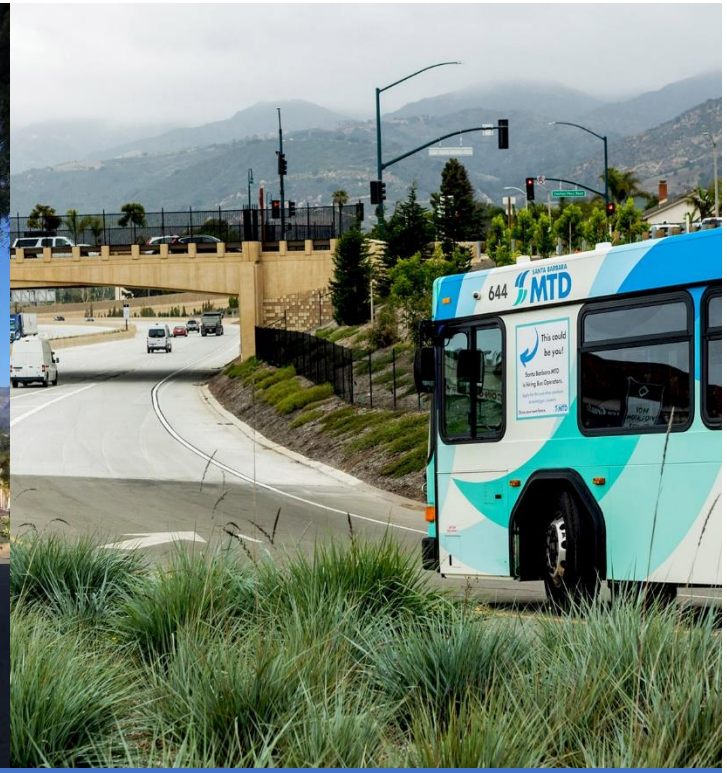


COMMUNITY DEVELOPMENT DEPARTMENT

Priorities for Fiscal Years 2025/26 and 2026/27







Nick Bobroff, Director
Mindy Fogg, Principal Planner
Syndi Souter, Senior Planner
Marysol Smith, Associate Planner
Megan Musolf, Assistant Planner
Lorena Esparza, Admin Assistant II
David Hernandez, Code Compliance Supervisor
Henry Menendez, Code Compliance Officer II

Community Development Department Priorities for Fiscal Years 2025/26 and 2026/27

Complete General Plan / Coastal Land Use Plan Update

- Long-term Council priority dating back to ~2016
- Provides updated vision for land use & development for next ~20 years
- Planned Milestones:
  - 2025: Release complete public draft & initiate CEQA review
  - 2026: Complete EIR process; hold public hearings with Planning Commission &
    City Council
  - 2027: Submit to CA Coastal Commission for certification
- Grant funding expires EOY 2025; additional funding sought



Community Development Department
Priorities for Fiscal Years 2025/26 and 2026/27

Housing Element Program Implementation

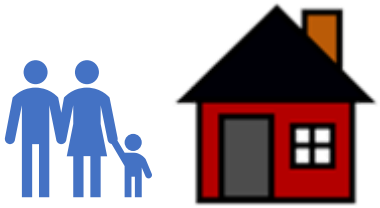
- Adopted in Jan. 2024 for 2023-2031 Planning Period
- Contains 18 Programs under 5 broad policy themes aimed to preserve, improve & develop additional housing to meet needs of all Carpinterians
- City must continue to pursue and implement all Housing Element programs to remain in compliance
- Key Program implementation efforts to include:
  - Housing Element Rezones to meet RHNA shortfall
  - Density Bonus Ord updates
  - Accessory Dwelling Unit Ord updates
  - Inclusionary Housing Ord updates
  - Special Needs Housing Ord

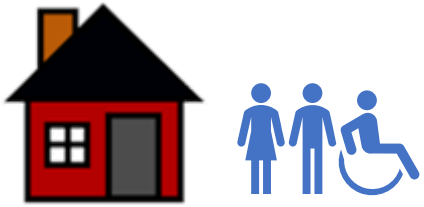


Community Development Department
Priorities for Fiscal Years 2025/26 and 2026/27

Facilitate & Achieve Affordable Housing Production

- Current RHNA allocation of 901 units- ~60% of units targeted for lower-income households
  - 286 very low-income units
  - 132 low-income units
  - 135 moderate-income units
  - 348 above moderate-income units
- New strategies and funding sources needed to support meaningful affordable housing production
- Identify and pursue strategies appropriate for Carpinteria





Community Development Department
Priorities for Fiscal Years 2025/26 and 2026/27

Enhanced Customer Service through Process Improvements

- Permit/project workload has increased significantly in recent years
  - Leads to longer delays and higher costs for customers
  - Less capacity for staff to complete other tasks and departmental priorities
- Launch new online permit & licensing platform
- Develop updated workflows
- Develop metrics to better measure & monitor workloads
- Study department staffing needs to support reorganization and/or new staffing (e.g. permit technician, etc.)



Community Development Department
Priorities for Fiscal Years 2025/26 and 2026/27

Transition to Proactive Code Compliance Model

- Code Compliance has been understaffed for past ~2+ years
  - Only 1 officer on duty most days of week
  - Reduced capacity to address community priorities
  - Focus has been on responding to service requests
- Re-instate 2nd full time Code Compliance Officer position
- Re-evaluate and reapportion officer duties and responsibilities to build capacity for proactive response and education/outreach duties
- Develop policies & procedures to support proactive model





Questions?





PUBLIC WORKS DEPARTMENT

Priorities for Fiscal Years 2025/26 and 2026/27

Public Works Department
Priorities for Fiscal Years 2025/26 and 2026/27

Critical Infrastructure

- Bicycle & Pedestrian Facilities: Improve connectivity for the community
  - Franklin Trail Project – Will connect historically overlooked area of the community and improve safety for both pedestrians and cyclists*
  - Rincon Trail Project – Connects Carpinteria to Ventura County bicycle and pedestrian facilities.
- Bridges:
  - Carpinteria Avenue Bridge Project – New bridge meets 100-year flood elevations, improves pedestrian & bicycle facilities*
- Parking Lots:
  - Parking assessment district fee increase would fund resurfacing of existing parking lots

*Projects in red are partially funded

Public Works Department
Priorities for Fiscal Years 2025/26 and 2026/27

Critical Infrastructure

- Roadway pavement:
  - Limited grant funding available for routine paving projects
  - Maintaining pavement improves water quality, reduces maintenance costs (worse condition = more expensive project)
- Living Shoreline Project:
  - Project would include coastal erosion & coastal flooding mitigation (sediment nourishment, possible dune system), as well as relocation of Linden lifeguard tower & improvements to Ash & Linden parking lots*
- Stormwater drainage and quality (Storm Drain Master Plan)
- Traffic control devices
  - Carpinteria High School traffic calming*

Public Works Department
Priorities for Fiscal Years 2025/26 and 2026/27

Essential Services Buildings

- City Hall Campus (City Hall, Corporation Yard, Sheriff's Department):
  - Maintenance building improvements (heat/cooling for staff safety, additional office space), Maintenance Yard improvements (access/safety/equipment protection), City Hall capacity needs
- Community Library
- Community Pool
- Lifeguard towers:
  - Maintenance needs at Elm, Holly, Ash towers
- Veterans Memorial Building

Questions?



PARKS, RECREATION & COMMUNITY SERVICES DEPARTMENT

Priorities for Fiscal Years 2025/26 and 2026/27



Parks, Recreation & Community Services Priorities for Fiscal Years 2025/26 and 2026/27

Rincon Bluffs Preserve Project (Bluffs Three)

- Aims to develop the remaining portion of Carpinteria Bluffs into an accessible public space, including a restroom, parking lot, improved trails, and an information kiosk.
- Partnership with the Santa Barbara Land Trust requires “initial improvements” to be completed within five years of acquiring the property in 2020.
- Key considerations:
  - An extension has been granted on the five-year deadline.
  - Rising costs will likely require a phased approach.
  - Initial focus on ADA-accessible entrances and main trails.
  - Future amenities depend on securing additional grants or donations.
  - Estimated cost: $2.3 million, with a timeline spanning FY 25/26 and 26/27
  - Currently there are no funds allocated for this project.

Parks, Recreation & Community Services Priorities for Fiscal Years 2025/26 and 2026/27



Parks, Recreation & Community Services Priorities for Fiscal Years 2025/26 and 2026/27

Community Pool Facility Needs Assessment

- Opened in 1989, the Community Pool is a key resource for recreation and swim education, serving various programs and groups.
- Aging infrastructure requires a Facility Needs Assessment to evaluate maintenance needs and potential safety issues.
- Key considerations:
  - Potential for unplanned shutdowns if urgent repairs are delayed.
  - Impact on City and school district programs.
  - Currently there are no funds allocated for this project.

Parks, Recreation & Community Services Priorities for Fiscal Years 2025/26 and 2026/27

Veterans Memorial Campus Accessibility Improvements

- A community hub supporting AgeWell programming, weekend events, and more.
- Increased usage highlights the need for accessibility upgrades to entrances, restrooms, and meeting rooms.
- Key considerations:
  - Currently ADA-compliant under grandfathering provisions.
  - Upgrades will modernize facilities and enhance usability for all residents.



Parks, Recreation & Community Services Priorities for Fiscal Years 2025/26 and 2026/27

Library Accessibility Improvements

- Accessibility upgrades to the library to support increased programming and events.
- Enhances the library's role as an inclusive space for learning and community connection.
- Key considerations:
  - Estimated cost: $1.4 million, included in the FY 23/24 CIP.
  - Funding has not yet been identified.



Parks, Recreation & Community Services Priorities for Fiscal Years 2025/26 and 2026/27

El Carro Park Playground

- A playground upgrade to ensure universal accessibility and age-appropriate play areas.
- The current playground lacks accessibility, presenting barriers for children and caregivers with mobility impairments.
- Key considerations:
  - Will foster inclusivity and community engagement.
  - Addresses the oldest playground in the City's park system.
  - Funding has not yet been identified.





Parks, Recreation & Community Services Priorities for Fiscal Years 2025/26 and 2026/27

Parks and Recreation Master Plan

- A strategic framework for future investments and programming. The plan will prioritize projects such as the Community Farm Project, Dog Park, Pickleball facilities, and other community amenities.
- The Master Plan will help set clear priorities for future projects and provide a roadmap for budget allocations.
- Key considerations:
  - Consultant-led development required due to staffing limitations.
  - Community input will be integral to the planning process.

Questions?



City of Carpinteria

COUNCIL AGENDA STAFF REPORT
January 13, 2025

ITEM FOR COUNCIL CONSIDERATION

Adoption of Resolution No. 6352, concerning the formation of the Standing Public Engagement Committee, and appointment of two Councilmembers to the Committee.

STAFF RECOMMENDATION

Adopt Resolution No. 6352 approving the formation of the Standing Public Engagement Committee and appoint two Councilmembers to serve on the Committee to assist staff in developing program recommendations for City Council consideration.

Sample Motion: I move to adopt Resolution No. 6352, as read by title only, approving the formation of the Standing Public Engagement Committee to include Councilmembers _____ and _____.

BACKGROUND

The City Council via the adoption of Resolution No. 6175 on December 12, 2022 formed the Ad Hoc Civic/Youth Engagement Committee. The purpose of the Committee was to develop civic/youth engagement program recommendations for consideration by the City Council. Some example civic/youth engagement program elements shared at a previous Cal Cities Conference and Expo included: a Police Activities League (P.A.L.), which aims to improve relationships between youth, law enforcement, and the community; Summer at City Hall internship programs, which aim to provide work experience and mentorship to local youth while also promoting civic awareness and public service; and Youth Commissions, which include varying opportunities to support government boards, councils, committees, and/or commissions.

The Committee was sunset on December 31, 2023 and on December 9, 2024, the City Council directed staff to return at a future Council meeting to re-create the Committee. In addition, on several occasions, the City Council has emphasized the importance of engaging Carpinteria's Spanish-speaking population. In recognition of the importance, inter-relation, and ongoing nature of public engagement, staff is proposing a standing committee to encompass all engagement initiatives.

The purpose of this agenda item is for the City Council to consider formation of a Standing Public Engagement Committee. The Committee will collaborate with City staff and community stakeholders on civic engagement initiatives with an emphasis on outreach to youth, and Spanish-speaking populations. Its goal will be to increase public engagement in City governance via feedback to City staff and program recommendations for City Council consideration.

DISCUSSION

Formation of a Standing Committee

The City Council has formed and maintains various Standing Committees to meet on certain subject area matters. Joint and Standing Committees are subject to the Brown Act and have a set meeting schedule and there is no termination date. Typically, their scope is much broader. In order to effectively carry out the work, Committees will routinely meet with representatives of other agencies. For example, the City Council Utilities Committee routinely meets with representatives of the Carpinteria Sanitary District and the Carpinteria Valley Water District. Such joint meetings are subject to all applicable open meeting rules of the Brown Act. Although Standing Committees conduct joint meetings with representatives of other agencies, they may, and sometimes do, meet independent of other agencies. When a Standing Committee meets in this way, it is also subject to applicable open meeting rules of the Brown Act.

Membership

Standing Committees consist of less than a quorum of City Councilmembers (two Councilmembers). As part of Resolution No. 6352 under consideration, staff is requesting the City Council appoint two Councilmembers to serve on the Committee. The Committee could also invite stakeholders and/or members of the public to join it on an informal basis, but not as Committee members.

Meeting Schedule

Once the Committee is officially formed, the City Manager's Office will organize a meeting schedule which will be made public.

Responsibilities of the Public Engagement Committee:

a. To advise the City Council and staff on public engagement on matters related to public engagement in City government and governance., such as:

    1. How the public can become informed about and influence public decisions;
    2. How to interest and encourage people to become engaged in civic and political life through elected, appointed and volunteer positions;

3. How the City should best communicate with residents to inform them about public problems, issues and policy matters;
4. What venues, technologies and available platforms should be used to best reach and inform residents about City government;
5. How to ensure equitable communication and outreach and how to ensure that all residents are invited to engage with the City government and feel comfortable doing so, including Spanish speakers and historically underrepresented groups; and
6. How best to involve residents in public discussion and deliberation on City matters through public comment, community surveying, stakeholder outreach, and other means.

b. To provide a venue to address opportunities and ways to improve public outreach and increase public engagement, including, but not limited to, participation in public meetings and events, participation on City boards and commissions, or running for public office.

c. To advise the City Council on ensuring a diversity of perspectives (geographically, demographically, linguistically, etc.) are invited to be considered in public decision-making.

d. Any other matters as directed by the City Council.

POLICY CONSISTENCY

The creation of the Standing Public Engagement Committee is consistent with the following City Council's Goals for Fiscal Year 2024-25:

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

FINANCIAL CONSIDERATIONS

No Additional Funding Requested. Minimal staff time to prepare the report is included in the Adopted FY 2024-25 General Fund Budget.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

The City Council from time to time finds it beneficial to form committees from its membership to address a particular subject or work matter and to make recommendations to the City Council. While consisting of less than a quorum of the Council, i.e., two Councilmembers, committees that are assigned continuing subject matter jurisdiction by the Council are considered "standing" and are subject to open meeting law, i.e., Brown Act, requirements. Legal Counsel is available to advise on Brown Act compliance at this meeting.

OPTIONS

1. Adopt Resolution No. 6352 approving the formation of the Standing Public Engagement Committee and appoint two Councilmembers to serve on the Committee to assist staff in developing program recommendations for City Council consideration. (Staff recommendation)
2. Decline to form Committee and direct staff as appropriate.

PRINCIPAL PARTIES EXPECTED AT MEETING

There are no principal parties expected at the meeting.

ATTACHMENTS

A. Resolution No. 6352

Staff contact: Brian C. Barrett, City Clerk
(805) 755-4403; brianb@carpinteriaca.gov

Signature

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

Signature

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

Signature

ATTACHMENT A

Resolution No. 6352

RESOLUTION NO. 6352

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA, ESTABLISHING THE STANDING PUBLIC ENGAGEMENT COMMITTEE

WHEREAS, the City Council from time to time finds it beneficial to form a committee of its membership in order to address a particular subject or work matter and to make related recommendations to the City Council; and

WHEREAS, on December 12, 2022 via the adoption of Resolution No. 6175, the City Council created the Ad Hoc Civic/Youth Engagement Committee; and

WHEREAS, the Ad Hoc Civic/Youth Engagement Committee sunset on December 31, 2023 and the City Council directed staff to re-create the Committee at its meeting on December 9, 2024; and

WHEREAS, the City Council has emphasized the importance of engaging the Spanish-speaking community and values to participation of all residents in City governance; and

WHEREAS, staff is recommending the Council create the Standing Public Engagement Committee; and

WHEREAS, this resolution serves to establish the Standing Public Engagement Committee which consists of not more than two City Councilmembers to work with staff and community stakeholders to increase public engagement in City governance via feedback to staff and program recommendations for City Council consideration.

NOW, THEREFORE, BE IT RESOLVED as follows:

SECTION 1. The above recitals are true and correct, and incorporated herein by reference.

SECTION 2. The Carpinteria City Council hereby creates the Standing Public Engagement Committee consisting of Councilmembers

_____ and _____. The Committee may also invite stakeholders and/or members of the public to join it on an informal basis, but not as Committee members.

SECTION 3. The Standing Public Engagement Committee shall have the following responsibilities:

a. To advise the City Council and staff on matters related to public engagement in City governance, including youth and Spanish-speaking populations, such as:

    1. How the public can become informed about and influence public decisions;
    2. How to interest and encourage people to become engaged in civic and political life through elected, appointed and volunteer positions;
    3. How the City should best communicate with residents to inform them about public problems, issues and policy matters;
    4. What venues, technologies and available platforms should be used to best reach and inform residents about City government;
    5. How to ensure equitable communication and outreach and how to ensure that all residents are invited to engage with the City government and comfortable doing so, including Spanish speakers and historically underrepresented groups; and
    6. How best to involve residents in public discussion and deliberation on City matters through public comment, community surveying, stakeholder outreach, and other means.

b. To provide a venue to address opportunities and ways to improve public outreach and increase public engagement, including, but not limited to, participation in public meetings and events, participation on City boards and commissions, or running for public office.

c. To advise the City Council on ensuring a diversity of perspectives (geographically, demographically, linguistically, etc.) are invited to be considered in public decision-making.

d. Any other matters as directed by the City Council.

SECTION 4. The Standing Public Engagement Committee, in coordination with the City Manager or their designee shall determine the frequency, place and times of its meetings.

PASSED, APPROVED AND ADOPTED on this 13th day of January, 2025, by the following vote:

AYES: COUNCILMEMBER(S):

NOES: COUNCILMEMBER(S):

ABSENT: COUNCILMEMBER(S):

ABSTAIN: COUNCILMEMBER(S):

_____
Mayor, City of Carpinteria

ATTEST:

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

I hereby certify that the foregoing resolution was adopted at a regular meeting of the City Council of the City of Carpinteria held on January 13, 2025.

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

APPROVED AS TO FORM:

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

City of Carpinteria

COUNCIL AGENDA STAFF REPORT
January 13, 2025

ITEM FOR COUNCIL CONSIDERATION

Safe Parking Program Update and Potential Expansion

STAFF RECOMMENDATION

Receive and file the Safe Parking Program report, and provide direction to staff on potentially adding six additional parking spaces, increasing the total available parking spaces for the Safe Parking Program from 6 to 12.

BACKGROUND

The Safe Parking Program (Program) was approved by City Council on October 24, 2022, as a two-year pilot project. Following review and approval by The Land Trust for Santa Barbara County (Land Trust) on January 25, 2023, the City finalized an agreement with New Beginnings on June 22, 2023, and the Program officially launched in July 2023. The two-year pilot Program is scheduled to conclude on July 1, 2025.

Administered by New Beginnings, the Program provides temporary overnight vehicle parking for individuals and families experiencing homelessness. The Program's goal is to provide a secure, managed environment for those living in vehicles, while connecting participants to support services and housing resources.

The City's efforts to address homelessness include collaboration with the County of Santa Barbara via the County's Department of Behavioral Wellness, which connects individuals residing in homeless encampments to existing resources through the Continuum of Care (CoC); and participation in the County's Elected Leaders Forum to Address Homelessness. The Safe Parking Program is a key component of these efforts, aligning with the City's strategic goals to improve public health and safety, and mitigate the impacts of homelessness on public spaces.

The purpose of this report is to provide an update on the Program progress, including a presentation from Cassie Roach, New Beginnings Program Director - Safe Parking Program (Attachment A), and to seek Council direction on the potential expansion of the Program to add six additional parking spaces, bringing the total to 12 spaces.

DISCUSSION

Since its launch, the Safe Parking Program has provided designated overnight parking spaces for individuals residing in vehicles. Participants are assigned spaces at a managed parking lot in the City, where they can park from 7:00 PM to 7:00 AM. The program currently accommodates six vehicles nightly and includes access to restrooms and ongoing monitoring to ensure community compatibility.

Key Program requirements include:

- Verification of driver's licenses, vehicle registration, and insurance.
- Adherence to program rules (e.g., maintaining cleanliness, noise limits).
- Monitoring by New Beginnings staff to ensure compliance and safety.
- Provision of case management and housing navigation support to transition participants to permanent housing.

New Beginnings provides monthly reports to the City, detailing the number of participants served, rule violations, complaints received, and progress in housing placement. From July 2023 to December 2024, the program consistently maintained full capacity and had a waiting list of individuals seeking to join (33 individuals on waiting list in 2024). Outreach efforts included engaging with individuals in key areas of the city and providing flyers about the program.

Since July 2023, the program saw 11 individuals transition into permanent housing, with ongoing housing retention support provided to ensure stability. Throughout the reporting period, there were no significant rule violations or major complaints about the program's operation. Additional key statistics regarding the Safe Parking program since its inception are provided in Table 1 below.

Table 1: Safe Parking Program Statistics

Time Period	Number of Participants	Vehicles Registered	Clients Transitioned to Permanent Housing	Average Length of Stay
July 1 – December 31, 2023	11	10	5	~5 months
Jan 1 – Nov 30, 2024	20	14	6	~4.5 months

The Land Trust of Santa Barbara provided formal approval of the Safe Parking Pilot Program at the Carpinteria Bluffs Nature Preserve through a letter dated January 25, 2023. The letter outlines the Land Trust's support for the program, noting that the program aligns with the conservation easement's terms. The Land Trust emphasized the

importance of managing the site as a non-RV location to distinguish it from general camping uses and expressed a preference for using existing restroom facilities. The Land Trust agreed to review the program periodically to ensure it aligns with conservation values.

Staff contacted the Land Trust regarding the potential expansion of the Safe Parking Program and received written confirmation that increasing the Program to 12 parking spaces is allowable under the existing approval letter, dated January 25, 2023. Should the Council choose to make this adjustment, the Land Trust has indicated they would approve the change within the current parameters. Additionally, the Land Trust noted that if the City were to pursue making the Safe Parking Program permanent, they would require the submission of a new proposal for review, which they indicated would likely be approved.

Staff recommends continuing the Safe Parking Program through its initial pilot term and providing a final update on the Program to the City Council before the end of the two-year pilot period. The final report will assess program outcomes, neighborhood impacts, and the feasibility of transitioning the program into a permanent offering, and will be presented to Council in May or June of this year. Additionally, staff recommends the City Council provide direction on whether to expand the existing program to include an additional six parking spaces for a potential total of 12 available spaces. Should the Council direct staff to expand the program, staff will return to the City Council with an amendment to the agreement with New Beginnings authorizing the addition of these new parking spaces.

POLICY CONSISTENCY

The Safe Parking Program aligns with the City's goals to promote public health and safety and supports the Community Action Plan to Address Homelessness in Santa Barbara County. The program contributes to the following strategic objectives:

1. Increasing access to safe, affordable housing.
2. Delivering tailored supportive services.
3. Strengthening support systems for housing stability.
4. Building provider capacity to address specific population needs.

FINANCIAL CONSIDERATIONS

The City's contract with New Beginnings is funded through Measure X, with an annual cost of approximately $47,000 for one lot. Current expenditures remain within the allocated budget. Should the Council elect to expand the program, there could be an additional cost due to the need for New Beginnings to expand their insurance requirements to cover the additional six parking spaces and this cost would pass through to the City.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

The Safe Parking Program is consistent with the City's enforcement of Chapters 8.20 and 12.24 of the Carpinteria Municipal Code, which govern sleeping and camping regulations. Providing a designated space for vehicle dwellers enhances the City's ability to manage unsanctioned camping activities in public areas while mitigating associated legal risks.

PRINCIPAL PARTIES EXPECTED AT MEETING

Cassie Roach, New Beginnings Program Director- Safe Parking Program

ATTACHMENTS

A. Presentation

Staff contact: Ryan Kintz, Assistant City Manager
(805) 755-4400; ryank@carpinteriaca.gov

Signature

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

Signature

ATTACHMENT A

Presentation





VEHICULAR HOMELESSNESS

NEW BEGINNINGS

Community safety net organization with four core programs:

- Safe Parking Shelter and Rapid Rehousing Program®
- Supportive Services for Veteran Families Program
- Life Skills Parenting and Education Program
- Community Mental Health Center

WHAT IS SAFE PARKING?

- Shelter for families & individuals who live in their vehicles
- Rapid rehousing program
- A Housing First program
- **Not** an encampment, not an alternative lifestyle
- Safe place to park/sleep while in transition to housing

PROGRAM HISTORY

- Safe Parking began in 2003
- Repurposes existing community resources – parking lots
- Initially started as a program for RV's
- Started by local homeless advocates, city council and members of the county board of supervisors

WHY SAFE PARKING?

- According to the 2024 Point in Time Count:
  - over 53% of unsheltered homeless in county are living in their vehicles
  - 34% of the total homeless population are living in their vehicles
  - Carpinteria saw an 8% increase in the homeless population from the 2024 to 2025 Point in Time Count

PROGRAM STRUCTURE

- 31 lots, 200 spaces countywide– sheltering 150+ each night
- Distribute impact in scattered sites/lots, 1-15 spaces in each
- Each city has different ordinances that allow for the program
- For-profit, non-profit, city, county, faith-based lots
- Each lot owner insured by New Beginnings

PROGRAM STRUCTURE

- Enter after 7pm, leave by 7am – no curfew
- Driver's License, Registration & Insurance required
- Each lot has different population
- Assign people to lots based on lot & vehicle type, needs
- First come, first serve – waiting list

PROGRAM STRUCTURE

- Parking only, no gathering in lots
- Porta-potties and self-contained vehicles
- No trash dumping, pet waste, loud music, cooking outside
- No direct communication with lot owner
- Can’t park within 3 blocks of lot during day

PROGRAM STRUCTURE

- Lots monitored by part-time monitors/outreach workers
- Lots monitored throughout night & in morning
- Monitors provide support in multiple ways
- Monitoring report sent to city each month
- Renew permit, review housing plan once per month

PROGRAM STRUCTURE

- 24/7 Emergency number
- Work with law enforcement & city/county staff
- Staffed with three levels of program management, three Case Managers, two Housing Navigators, three Housing Retention Specialists, and four Lot Monitor/Outreach Workers
- Daytime version of program for oversized vehicles in City of SB
- Rapid rehousing component

HOUSING ASSISTANCE SERVICES

- Goal of Safe Parking is to transition program participants into permanent housing
- Services: Landlord engagement, case management, temporary financial assistance, and benefit acquisition
- Housed more than 1,000 people since program's inception

PROGRAM DEMOGRAPHICS

3% under age 18	25% between Ages 55 and 64	28% over age 64
3% Families	95% below 30% AMI	30% chronically homeless

updated as of 12/27/2024

PROGRAM DEMOGRAPHICS

41% of clients are employed upon enrollment

51% of clients meet definition of disability

53% white; 16% Latino; 7% Black; 24% other race(s) and ethnicity

PROGRAM SERVICES

- Overnight shelter
- Street outreach
- Rapid rehousing & housing retention services
- Employment & benefit connection – SOAR trained staff
- CES RRH Referrals for all unsheltered population
- Vehicle encampment resolution

PROGRAM SERVICES

Basic case management/assistance to clients & wait list:

- Housing rental assistance
- Vehicle maintenance and repair
- Food and gas cards, medical & dental assistance
- Crisis intervention, mental health services
- Food boxes, clothing, discounted gym memberships

PROGRAM OUTPUTS

Serve over 625 unduplicated people each year through:

- Shelter
- RRH
- Street Outreach
- Coordinated Entry

PROGRAM OUTCOMES

- House @ 60 people annually (more than 100 last two FY)
- Connect @ 50 to employment
- Connect @ 45 to benefits
- Operated without incident for 20+ years

Limited primarily by housing availability, rental prices and zero-income clients

CARPINTERIA OUTCOMES 2023

From July 1, 2023, to December 31, 2023, the Safe Parking Program achieved the following outcomes:

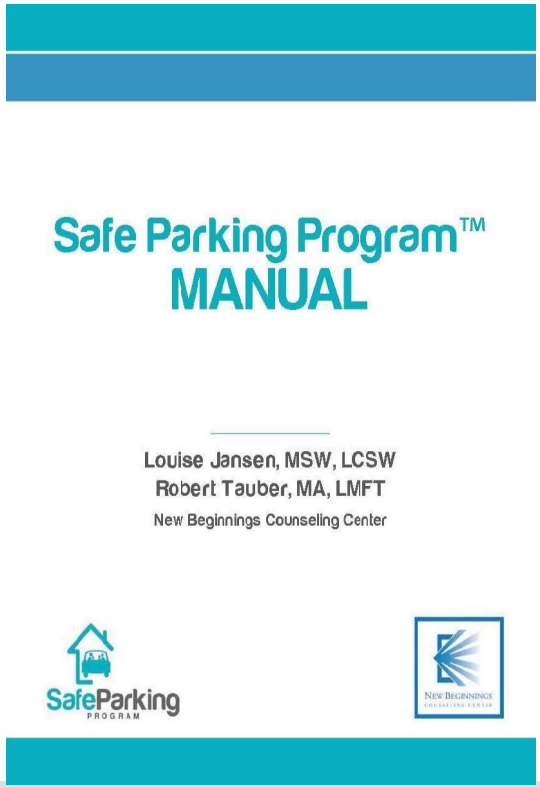
- Number of Participants: 11
- Number of Vehicles Registered: 10
- Clients Transitioned to Permanent Housing: 5
- Average Length of Stay in Program: Approximately 5 months

CARPINTERIA OUTCOMES 2024

From January 1, 2024 to September 30 2024, the Safe Parking Program achieved the following outcomes:

- Number of Participants: 20
- Number of Vehicles Registered: 14
- Clients Transitioned to Permanent Housing: 6
- Average Length of Stay in Program: Approximately 4.5 months

SAFE PARKING MANUAL



SafeParking PROGRAM®

SAFE PARKING MEDIA



LESSONS LEARNED

How are vehicular homeless different?

- Don’t consider themselves homeless
- Higher functioning than those on the street
- Different needs than those on the street
- Represent middle class falling into homelessness
- More likely to remain housed

COUNTYWIDE EXPANSION

- Received initial funding from County of Santa Barbara in 2020 during COVID
- Focus was to expand the program in South County and develop a program in North County
- 39 individuals experiencing vehicular homelessness in Carpinteria (2020 Point-in-Time Count)
- 21 individuals were counted in 2019 Point-in-Time Count
- To support the expansion efforts, in the last year, we added an additional South County case manager
- Working towards opening a second lot in Lompoc

CARPINTERIA EXPANSION

Proposed 6-space expansion to allow for a total of 12 spaces

- Currently operating one location with 6 spaces – all spaces fully utilized
- Since contract commencement:
  - Total enrolled: 32 individuals with 20 vehicles having used the lot
  - Total housed through December 2024: 9 individuals
  - Individuals made aware of the program: 164

32 served amounts to serving individuals well under the cost of $2,000 annually per person

HOUSING PARTNERS

- Partners in Housing Solutions, Good Samaritan, Micah Mission, County of SB Be Well, United Way, Communify, Food Bank, City Net, PATH
- Dozens of landlords, property managers, faith-based organizations, and businesses
- Housing Authority of the County of Santa Barbara
- Housing Authority of the City of Santa Barbara
- Catholic Charities, Domestic Violence Solutions, Family Service Agency

THANK YOU!!



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