City of Carpinteria
City Council Regular Meeting Agenda
Monday, February 10, 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 Proclaiming February 2025 as Black History Month in the City of Carpinteria. *(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 or a report from a representative of the First District Supervisor's Office.

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 special meeting held January 18, 2025 and the regular meeting held January 27, 2025.

3. Receive and file the Expenditures for the period beginning January 13, 2025 and ending January 31, 2025.

ADMINISTRATIVE MATTERS:

4. Closeout of Carpinteria Avenue Bridge Replacement Project – Clearing and Grubbing.

   Recommendation: (1) Authorize the Mayor to sign the Closeout Agreement and Release of Claims for the Carpinteria Avenue Bridge Replacement Project – Clearing and Grubbing with Mark Crane's Tree, Inc. and (2) Authorize the City Manager to release the construction contract bonds after one year of acceptance of the work by the City in accordance with the warranty required by the construction contract. *(Requires a roll call vote.)*

   Staff Presenter: John L Ilasin, Public Works Director

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

5. Agreement for Joint Use of Carpinteria Unified School District Athletic Facilities.

   Recommendation: (1) Authorize the City Manager to execute the Agreement for Joint Use of Carpinteria Unified School District Athletic Facilities and (2) Find that execution of the Agreement for Joint Use of Carpinteria Unified School District Athletic Facilities is exempt from CEQA pursuant to Sections 15060(c)(2), 15060(c)(3), and 15061(b)(3) of the CEQA Guidelines.

   Staff Presenter: Jeanette Gant, Parks, Recreation & Community Services Director

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

PUBLIC HEARING:

6. Adopt Resolution No. 6366, Approving the Measure A Five-Year Local Program of Projects for Fiscal Years 2025-26 through 2029-30.

   Recommendation: (1) Adopt Resolution No. 6366, approving the Measure A Five-Year Local Program of Projects for Fiscal Years 2025-26 through 2029-30 and (2) Authorize the Public Works Director to submit the Measure A Five-Year Local Program of Projects to the Santa Barbara County Association of Governments.

   Staff Presenter: Stephon Downes, Management Analyst II

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

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

MATTERS CONTINUED FROM PREVIOUS MEETINGS: NONE

OTHER BUSINESS:

7. 2024 Annual Integrated Pest Management Report.

   Recommendation: Receive and file the 2024 Annual Integrated Pest Management Report.

   Staff Presenter: Tiffany Smith, Parks and Facilities Maintenance Supervisor

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

8. Second Quarter Department Reports for the Fiscal Year 2024/25 Budget.

   Recommendation: Receive and file Second Quarter Department Reports for Fiscal Year 2024/25 Budget.

   Staff Presenter: Michael Ramirez, City Manager

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

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

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

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

1. Appointees to Other Government Agencies

    a. Beach Erosion Authority for Clean Oceans and Nourishment (BEACON) (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)
l. Public Engagement Committee (Solórzano & Nomura)

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 February 24, 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 Wednesday, February 5, 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 PROCLAIMING FEBRUARY 2025 AS BLACK HISTORY MONTH IN THE CITY OF CARPINTERIA

***WHEREAS**, Black History Month is an annual observance in February dedicated to recognizing and celebrating the invaluable contributions and achievements of African Americans throughout the history of the United States; and*

***WHEREAS**, the national theme for Black History Month 2025 is "African Americans and Labor;" focusing on the profound ways that work – encompassing free and unfree, skilled and unskilled, vocational and voluntary labor – has intersected with the collective experiences of Black people; and*

***WHEREAS**, Africans were brought to the Americas to be enslaved for their knowledge and to serve as a workforce, which was super-exploited by several European countries and then by the United States government. During enslavement, Black people labored for others, although some Black people were quasi-free and labored for themselves, but operated within a country that did not value Black life; and*

***WHEREAS**, African Americans' history can be found in every part of the nation as they constructed and designed some of the most iconic examples of architectural heritage in the country, specifically in the South; and*

***WHEREAS**, 2025 marks the 100-year anniversary of the creation of the Brotherhood of Sleeping Car Porters and Maids by labor organizer and civil rights activist A. Phillip Randolph, which was the first Black union to receive a charter in the American Federation of Labor; and*

***WHEREAS**, in Santa Barbara County, the African American community has significantly contributed to the region's cultural, economic, and social fabric, as documented in the African American/Black Historic Context Statement by Healing Justice Santa Barbara; and*

***WHEREAS**, it is essential to acknowledge and confront the painful truths of our nation's history, including the injustices and systemic racism that have oppressed Black Americans, in order to foster healing, understanding, and progress.*

***NOW, THEREFORE,** the City Council of the City of Carpinteria does hereby recognize and honor Black History Month 2025, embracing the theme "African Americans and Labor" and honors the legacy of African Americans, acknowledges the integral role of Black labor in building our nation, and commits to a future of inclusivity, justice, and shared property.*

***IN WITNESS THEREOF**, the Mayor hereunto set their hand and caused the Official Seal of the City of Carpinteria, California, to be affixed this 10th day of February, 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, FEBRUARY 10, 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 January 13, 2025.

5. February 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, February 6, 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 February 10, 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 Wednesday, February 5, 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, JANUARY 13, 2025

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1. Call to order and roll call.

Vice President Solórzano called the meeting to order at 5:40 pm.

Boardmembers present:	Boardmember Al Clark Boardmember Julia Mayer Boardmember Wade T. Nomura Vice President Mónica J. Solórzano
Boardmembers absent:	President Natalia Alarcon
Staff members present:	Michael Ramirez, Chief Executive Officer Jena Shoaf Acos, Legal Counsel Ryan Kintz, Assistant Chief Executive Officer Jeanette Gant, Parks, Recreation & Community Services Director 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 December 9, 2024.

There was no public comment.

Motion by Boardmember Nomura, seconded by Boardmember Mayer, to approve the minutes of the regular meeting held December 9, 2024. Upon voice vote, the motion carried unanimously with President Alarcon absent.

5. January 2025 Community Library Report.

Recommendation: Receive and file the report.

Parks, Recreation & Community Services Director Gant presented the staff report.

Speakers in-person: Glynn Birdwell, Chair of the City's Library Advisory Commission

The report was received and filed.

6. New Business & Discussion.

There was no new business nor discussion.

7. Adjournment.

Vice President Solórzano adjourned the meeting at 5:50 pm.

_____
Brian C. Barrett, CMC, CPMC, Secretary

City of Carpinteria

LIBRARY BOARD OF TRUSTEES AGENDA STAFF REPORT
February 10, 2025

ITEM FOR LIBRARY BOARD OF TRUSTEES CONSIDERATION

February 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 and Collection Updates:

New additions to the Library of Things: The Library has added two stargazing kits, made possible through a grant from the California State Library. Each kit includes a telescope, a stool, a tripod, various eyepieces, a compass, a finder scope, and night sky guidebooks. Additionally, the Library has expanded its collection of video games by adding 10 classic Nintendo Switch games, including the recently released Oregon Trail. These games are rated 10+ and can only be checked out by teens or adults.

All Library of Things items, including the stargazing kits and video games, can be borrowed for three weeks by Carpinteria Community Library cardholders. The collection continues to grow, with new items added each month.

Regular programs continued as scheduled. The most recent Wild Things program featured John Callender, who discussed sea level rise in Carpinteria. The presentation was recorded and will be available on the Library's Facebook page. The Valentine-making event was held last Friday and Saturday, offering a two-day creative activity for the community.

Some programs have seen lower attendance. The teen Makerspace on Friday afternoons has had a small turnout, but the Library will continue offering it while providing pizza to encourage participation. Attendance at the Silent Book Club has also been low. The next meeting is scheduled for Friday, February 21, at 5:30 PM.

A new program, Books to Movies, will launch this month. The first featured book is Wicked by Gregory Maguire, with a screening of the film adaptation on Friday, February 28, at 6:00 PM. This program is open to teens and adults, and copies of the book are available in digital, audio, and print formats for checkout. The event will also mark the first use of the Library's new popcorn machine, and as with all Library programs, attendance is free.

Parks, Recreation, and Community Services will host a Volunteer Appreciation Brunch on Friday, February 21, at the Veterans Hall auditorium. All volunteers from PRCS programs—including AgeWell, the Library, the Community Pool, Parks, and the Community Garden—are invited to attend.

The Library has introduced a new collection of graphic novels for adults, which has been surprisingly popular despite its small size. Plans are in place to expand this collection. Since July 1, 2024, the Library has added 1,886 new items to its overall collection. Staff processed more than 1,000 of these items, completing essential steps such as ordering, labeling, cataloging, tagging, and covering. The remaining items came pre-processed and all are available for check out.

The Community Engagement Librarian will present a program at Carpinteria Head Start focused on family preparedness plans for immigrant parents. Library staff are researching best practices and gathering current information to ensure reliable resources are available to those in need. Additionally, community allies and organizations have reached out to learn how they can support residents facing uncertainty.

Staff Updates:

Literacy Coordinator Position: The Library has hired a quarter-time Literacy Coordinator to support and expand the adult literacy program. Stefanie Colburn began her role last week and will be working an average of 10 hours per week. This position is made possible through an anonymous donation to the Friends of the Carpinteria Library, given in honor of John and Thelma Schmidhauser

Library Strategic Plan Update: A contract is awaiting final signatures with a consultant for the development of the Library's Strategic Plan. This effort will begin this week, with the

majority of funding provided by the Friends of the Library and a portion covered by the Library's budget.

Library story: Library staff continue to dedicate significant time assisting patrons who have limited computer skills. Many daily tasks now require online access, such as scheduling medical appointments, applying for jobs, and making reservations. Recently, staff helped a patron complete 16 pages of paperwork for a one-time utility fund, allowing them to pay four months of overdue gas bills. The individual, who had a grade school education and relied on a modest Social Security check, had been living without heat. The process took about an hour and a half. This is just one example of the many ways Library staff are providing critical support to community members navigating digital challenges.

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

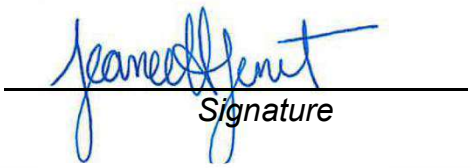
ATTACHMENTS

No attachments

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

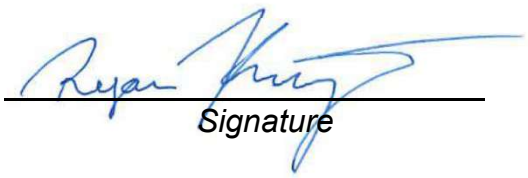
Signature

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

SANTA BARBARA SHERIFF'S OFFICE

MEMORANDUM

Memorandum

Date: **February 5, 2025**

To: Michael Ramirez, City Manager

From: **Chief Rich Brittingham**

Subject: City of Carpinteria – January 2025 Monthly Report

cc: Ryan Kintz, Assistant to the City Manager

City of Carpinteria
Chief's Recap

Fri, 01/03/25, 9:17 am
417 PC (Brandishing Deadly Weapon), 69 PC (Felony Resisting), 243(b) PC (Battery on Peace Officer)
SBSO Civil Deputies, assisted by Carpinteria patrol, attempted to serve a restraining order/move out notice to an individual in the 1400 block of Azalea. During the service, the suspect brandished a large kitchen knife and threatened deputies, then retreated further into the back bedroom. Deputies were subsequently able to recover the knife, and the suspect was arrested, despite violently resisting.

Wed, 01/08/25, 1:00 pm
69 PC (Felony Resisting), 422 PC (Criminal Threats), 368 PC (Elder Abuse), 591.5 PC (Damage Phone/Prevent Call 911), 242 PC (Battery)
SBSO SWAT Team executed an arrest warrant on a suspect in the 3900 block of Via Real. The suspect has been causing a neighborhood disturbance for quite some time, and refused to speak with Carpinteria deputies when they would arrive on scene. The suspect was known to have guns, and used threatening language towards deputies, which is why the SWAT Team was requested. Well over 40 SBSO law enforcement personnel participated in the warrant service. The suspect was arrested without incident after he complied with demands from SWAT, and exited the residence. A search of the residence revealed a loaded 9mm handgun and 12-gauge shotgun. Additionally, deputies recovered numerous rounds of ammunition for both firearms, and a plate carrier, containing level 3 armor plates. The suspect was booked at the Santa Barbara County Jail.

Mon, 01/13/25, 7:56 pm
211 PC (Armed Robbery)
An unknown suspect, approximately 6'0, heavy set, wearing a full-face mask and hooded sweatshirt walked into a market in the 5200 block of Carpinteria Ave and pointed a handgun at the store clerk. The suspect demanded the clerk open the register and give him the money. The suspect climbed on top of the counter and reached towards a drawer and stole approximately $125 in US currency. The suspect was last seen walking away from the market. The victim was not harmed during the incident.

[redacted]

Community Outreach

- On 01/16/25, Chief Brittingham and Sr. Deputy Bailey James attended the Resilience Fair at Girl's Inc (OEM).

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
  (Both presentations have been postponed due to illness and outside trainings)
- Coffee with a Cop

[redacted]

Criminal Investigations Bureau
City of Carpinteria Investigations

Case Overview (November Stats)

Number of new cases forwarded to investigations: 25

Number of cases suspended: 0

Number of cases assigned: 2

Number of cases closed by arrest: 0

Number of cases closed by other: 22

Number submitted for complaint: 1

Number of current active cases: 18

MEMORANDUM

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

- Parking Citations:

  Carpinteria deputies can issue parking citations, although not a primary duty. A lot of times, a call for service will initiate the citation (neighborhood complaints). You can appeal the citation by following the directions on the ticket.

- Immigration / ICE concerns:

  The Carpinteria Police Department's (SBSO) primary focus will continue to be the protection of, and service to, all members of our community, regardless of immigration status. We are not enforcing federal immigration laws against undocumented persons, and we do not ask questions about, or otherwise attempt to determine anyone's immigration status.

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 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 victim's 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

Commander's Recap

Coastal Patrol Bureau

January 5, 2025 to January 11, 2025

Wednesday 01/08/2025

1300 69PC,422PC, 368PC,591.5 PC 3950 Via Real Oliver

SET executed an arrest and warrant for suspect [redacted]. [redacted] was arrested without incident after he exited his residence. A search of the residence revealed a loaded 9mm handgun, and 12-gauge shotgun. Additionally, deputies recovered numerous rounds of ammunition for both firearms, and a plate carrier, containing level 3 armor plates. [redacted] was booked at SBCJ without incident on his outstanding Ramey warrant.

1521 hrs 417 PC, 273d PC 5775 Carpinteria Ave Mendez

RP came to the Carpinteria Sub-station to report that he was told by his 13-year-old son about several incidents that occurred at his son's mother's residence in the past two months involving domestic violence incidents between the mom, ex-boyfriend, current boyfriend and child. Pending further investigation.

Friday 01/10/2025

2308 PC 594(b)(1) 4800 block Ninth St Goodwin

Victim called to report damage to his parked vehicle that occurred overnight in front of his residence. The front windshield was damaged, four other windows had been smashed, and two tires were slashed. Deputies located exterior cameras on a neighbor's residence and are attempting to obtain footage.

Saturday 01/11/2025

1938 PC 459 900 block Maple Street Cole

RP called to report a break in by an unknown suspect at a vacation rental she was staying at. RP stated some of her medical items had been stolen. The area of entry was possibly through the bathroom window. The owner of the property was contacted and will follow up if anything else is missing or damaged.

Commander's Recap
Coastal Patrol Bureau

January 12, 2025 to January 18, 2025

Sunday 01/12/2025

1152 488PC 873 Linden Ave Carp Oliver

Deputies responded to Carpinteria Beach Company for a reported theft of a straw hat. The hat cost approximately $80.00 and the reporting party desired prosecution. Deputies searched the area for the suspect but were ultimately unsuccessful.

2214 23152(f)PC 4401 Via Real Carp Pereyra

While patrolling the area of Via Real and Santa Monica, Deputy Pereyra observed a vehicle with non-functioning license plate light. The driver, [redacted], avoided the Deputy by driving into 7-Eleven, Chevron, and then 76 Gas station. A traffic stop was conducted. [redacted] was speaking rapidly and was repetitive. [redacted] displayed physical impairment throughout the sobriety tests. He was arrested and booked into Santa Barbara Jail (SBJ) for being in violation of 23152(f)- DUI Drugs.

Monday 01/13/2025

0916 594PC,148PC,10852VC,5150 Greenwell/Via Real Oliver

Deputies responded to the intersection of Via Real and Greenwell for a male with a bag over his head throwing clothes everywhere. Upon arrival, deputies observed the male running in front of oncoming cars and attempting to open a hatchback of a passing vehicle. While attempting to contact the male, he fled on foot. Deputies detained the male in handcuffs and placed him in the back of a patrol car while waiting for CIT and AMR. While in the back of the patrol car, he kicked and broke the rear seat camera. While in the ambulance, he broke multiple items and had to be sedated.

1956 211 PC 5292 Carpinteria Ave Carp Flores

On 01/13/2025, at approximately 1947 hours, an unknown suspect described as a possible Hispanic or white male adult, approximately 6'0, heavy set, wearing a full-face mask, dark grey hooded sweater, dark pants, white sneakers, and red mechanical gloves, walked into the City Market store located at 5292 Carpinteria Avenue and pointed a black possible 9millmter handgun at the store clerk and demanded he open the register and give him money. The suspect climbed on top of the counter and reached towards a drawer and stole approximately $125 in US currency. The suspect was last seen walking towards an auto garage shop. The witness was not harmed during the incident.

Tuesday 01/14/2025

1231 602PC/459.5 PC 850 Linden Ave Carp Mendez

[redacted] went into Smart & Final after being told numerous times to not return. While he was in the store, he stole four "Beat Box" alcoholic beverages. The manager signed a Citizen's Arrest Form and [redacted] was placed under arrest & transported to SBJ

1500 019 1024 Casitas Pass Rd Oliver

RP came to the Carp Station to report an incident she witnessed while she was at Goodwill. RP stated she witnessed an older white male attempt to have two younger looking females, approximately 16-18 years old,

go back to his house to try on new boots and shoes. The RP intervened and spoke to the females who said they were uncomfortable due to the man's actions. The RP was able to get the man's license plate. Case pending follow up

Thursday 01/16/2025

2007 PC 532 4200 Via Real Goodwin

The suspect, [redacted], has been staying at Motel 6 North and had his stay terminated due to 'chargeback' incidents. Deputies arrived and escorted [redacted] to his room and assisted in removing [redacted] belongings from the property. Deputies collected documents showing the 'chargebacks' on [redacted] account, report forwarded to DA's office for review and filling of PC 532.

Saturday 01/18/2025

1419 22210 PC 4400 block Carpinteria Av Skall

Probationer [redacted] was contacted sitting in his vehicle during a suspicious subject's call. During a probation search, a 27-inch black baton was located laying in between the driver's door and driver's seat. [redacted] was arrested and booked at SBJ.

2020 647(f) PC Fifth St/Linden Av Pereyra

[redacted] was sleeping on the sidewalk of Fifth/Linden. He was under the influence of alcohol. His speech was slurred, he appeared confused and was unable to maintain his balance. [redacted] was not in the company of anyone who could help care for him and was unable to care for himself, therefore he was arrested and transported to the SBJ for being in violation of 647(f)PC- Public intoxication.

Commander's Recap

Coastal Patrol Bureau

January 19, 2025 to January 25, 2025

Sunday 01/19/2025

0819 664PC/484PC 900 Block Linden Ave Carp Oliver

RP called to report a scammer that claimed to have kidnapped his daughter and stated he was going to kill her if he didn't pay $1,000.00. The RP called his daughter and confirmed she was safe. The victim did not pay the unknown scammer.

1533 005/Civil RO 4800 Block 5th St Carp Oliver

Deputies responded for an ongoing neighbor dispute and possible violation of a restraining order. One neighbor claimed the other was harassing through the security camera. Deputies reviewed the camera footage and it was determined the actions did not constitute a violation of the restraining order.

1226-1603 4400-5775 Carp Ave Carp Oliver

Deputies responded to 3 separate incidents where they contacted an individual who was being verbally confrontational with multiple people. Prosecution was not desired by any of the callers and subject agreed to leave the scene to help resolve the problem. He appeared to escalate his aggression and became verbally confrontational with multiple deputies on scene.

Tuesday 01/21/2025

1057 211PC/242PC 4400 Carpinteria Ave Carp Oliver

Victim reported he was physically assaulted and robbed of his headphones and ski mask by a known associate at approximately 1230 hours while the two were hanging out in a group of friends. A Ramey warrant for the suspect's arrest is being authored.

1219 602PC Via Real/Santa Monica Rd Carp Oliver

Deputies responded to the bus stop at Via Real and Santa Monica Road for an 80-year-old female who did not want to move for a disabled juvenile in a wheelchair. The bus driver signed a Citizen's Arrest for trespassing and the suspect was escorted off the bus. The suspect was verbally admonished of her arrest on scene and departed on foot.

0006 245PC 8th St/Olive Ave Carp B-Squad

The two male victims were walking near the intersection of Eighth Street and Palm Avenue, when they were approached by a Hispanic male adult about 200 pounds with a horseshoe mustache. The subject insulted them, demanded to know who they were and requested to see their identification cards. When the victims refused, the subject revved his engine and drove straight toward the victims who ran away. Deputies checked the area and were only able to locate one possible match for the vehicle. The victims were unable to positively identify the vehicle.

Wednesday 01/22/2025

0831 459 PC 5351 Carpinteria Ave (Carp Middle School/Carp) Mendez

School officials arrived at school and found 7 guitars, 1 Ukelele, 2 Keyboards, 8 sets of headphones, and an Apple TV device had been taken from the music room. There were no signs of forced entry, and the doors were all locked. Staff is reviewing surveillance footage to attempt to identify suspect(s).

1859 242 PC 300 block Elm Ave Carp Cole

Victim (housekeeper) reported the suspect (homeowner) touched her hair, grabbed her face with both hands, and attempted to kiss her, while she was cleaning his home. Suspect denied all claims made by the victim. Both parties were contacted and interviewed and case was sent to DA for prosecution.

Friday 01/24/2025

0621 10851 VC Motel 6 South Carp Wreede

Suspect(s) unknown stole the victim's vehicle from the Motel 6 (South) parking lot sometime between January 23, 2025 and 0600 hours January 24, 2025 in violation of 10851 VC. The vehicle was seen on FLOCK video at 0500 January 24, 2025, near Seaward Avenue and Harbor Boulevard in Ventura. However, the vehicle had not hit on FLOCK since. Vehicle was entered in SVS and Ventura LE agencies were advised to BOL.

0634 VAN 1343 Chaney Av Carp Skall

Driver accidentally backed his Silverado into a fire hydrant, which damaged the hydrant and started spilling water into the roadway. Fire responded and placed a device on the hydrant to stop the water.

0840 3454(c) PC 1018 Casitas Pass Carp Wreede

Suspect was reported as a 415 subject twice within the hour, and both times he was found in possession of new open containers of Budweiser tall cans. Probation was contacted, placed a flash hold, and the suspect was arrested and booked at SBCJ.

0957 602 Smart & Final Carp Skall

Smart & Final Manager [redacted] called to report a subject on site who had previously stolen from them. Per [redacted], the subject had stolen items on numerous occasions but was gone prior to deputies' arrival. S&F was willing to sign for 602 if he returned. The Suspect was located and advised he was not return to S&F.

2001 602.5(b) PC 1400 Block Trenora St Carp Schoenneman

Victim called law enforcement because his son had been drinking and acting erratically. Upon arrival, Deputies were escorted to the garage, where the Suspect was intoxicated and actively vomiting. A citizen arrest form was signed and the suspect was arrested for aggravated trespassing, as he was uncooperative throughout the encounter.

Saturday 01/25/2025

0957 661.1 P.C. 4610 Fourth St. Carp Dep. Skall

[redacted] was arrested for petty theft after trespassing on a construction site and stealing bottles of drinking water. [redacted] is transient and was passing through the area. He has prior burglary convictions and was on probation out of another county

1446 647(f)Drugs /11364HS 3100 block Serena Ave (Carp) McKarrell

Deputies responded to the above address for a subject inside the RP's garage. Once in the area [redacted] was located. Upon contacting [redacted], he displayed signs of being under the influence of drugs. [redacted] was also found to be in possession of a "Crack pipe". The RP did not desire prosecution for the trespass, so [redacted] was arrested for violations of 647(f)drug and 11364HS.

Commander's Recap
Coastal Patrol Bureau

January 26, 2025 to February 1, 2025

Sunday 01/26/2025

1111 Missing/Found Adult Franciscan Ct (Carp) Oliver
Deputies were flagged down at Chevron to report a missing adult under unknown circumstances. After a night of drinking, the missing adult, called his sister using a stranger's phone and asked her to pick him at an address on Franciscan Ct. Within 10 minutes, his sister arrived but could not located her brother. The missing's cell phone was unable to be pinged because it wasn't charged. At approximately 1259 hours, multiple reporting parties called 911 regarding an individual laying facedown, near the roadway, not moving near 3480 Via Real. Upon arrival, deputies found the individual, and confirmed he was the missing subject. Based on his unusual behavior, Co-Response arrived and created a safety plan. His family responded and took him home.

2033 69PC/23152VC Carpinteria Av/Linden Av K93/ B Squad
A vehicle was observed travelling at a high rate of speed east on Carp Ave. near Linden Ave. The vehicle was stopped, and the driver, [redacted], immediately became confrontational and began yelling profanities at deputies while hanging out the driver's window. Additional deputies responded and before deputies could give [redacted] instructions, she exited the vehicle and began to quickly walk towards deputies yelling "Just shoot me". [redacted] was arrested. While searching [redacted], she kicked a deputy in the leg and being stating she was in a Cartel, and she was going to kill deputies. [redacted] was booked into SBJ

0150 20002(a)VC Carpinteria Av/Bailard Av-(Carp) B Squad
Deputies discovered the stop sign on the corner of Bailard Av and Carpinteria Av was damaged, and particles of a vehicle and debris from the bushes were scattered along the intersection. After further investigation deputies discovered that a traffic collision occurred in the area. Deputies did not locate any vehicles in the area, witnesses, or anybody that was involved. Upon further investigation deputies found parts to the vehicle, the parts indicated the vehicle involved was possibly a 2010 blue Audi. Signs at the scene indicated that an unknown tow truck came to the scene and towed the vehicle. Phone calls were made to the known tow truck company's and hospital's yielding in negative results. During an unrelated traffic stop the above vehicle sped by deputies. Coban footage was reviewed, and deputies observed a blue Audi that had a roof rack that was similar to the one found at the scene of the collision. The R/O came back to an address out of the city of Ventura. Ventura PD was notified and they conducted an ATC at the residence.

Monday 01/27/2025

0825 488PC/148.9PC 944 Linden Ave (Carpinteria) Oliver
Deputies responded to Pacific Health Foods for a transient who stole a shopping cart. Deputies located a male who admitted to taking the shopping cart and provided false name and date of birth to deputies on scene. He was taken to jail without further incident.

1118 602PC/065 5436 Carpinteria Ave (Carpinteria) Oliver
Deputies responded to Starbucks for a suspect who barricaded herself in the bathroom. Upon arrival, deputies located the suspect sitting at the bus stop next to Starbucks. A records check of the suspect revealed she had active felony warrants. The suspect was taken to jail without further incident.

1336 10851VC US 101S/HWY150 (Carpinteria) Oliver

Deputies responded to the lobby for a report of a stolen vehicle. The vehicle was stolen during the night between 12/13/24 and 12/14/24 on the HWY150 off ramp of US 101S.

1440 647(f)PC 389 Linden Ave (Carpinteria) Oliver

Deputies responded to the park near the intersection of Linden Ave and Dorrance St to assist the fire department with 2 intoxicated individuals. Upon arrival, the suspects denied needing medical services but could not locate their residence or provided a plan of how they were going to get there safely. Both individuals had the odor of alcoholic beverages, could not maintain their balance, slurred heavily, and could not care for their own safety, so they were both arrested and transported to jail without incident.

Tuesday 01/28/2025

2146 273.5 Ninth St (Carp) Sanabria

Deputies responded to a report of a domestic disturbance. Deputies will follow up as the Suspect wasn't located on their arrival.

2047 11550(a)HS 5666 Carpinteria Av (Carp) Flores

Deputies conducted a traffic enforcement stop on, [redacted], who was riding a bike at night, in violation of 21201(d)(1)VC. [redacted] displayed signs and symptoms of someone under the influence of a controlled substance. [redacted] went through an 11550-drug evaluation where he was found to be under the influence of a controlled substance. [redacted] was arrested for the violation of 11550(a) HS.

Wednesday 01/29/2025

1605 10851VC, 484gPC 1061 Casitas Pass Rd Wreede

Unknown Suspect(s) stole the victim's vehicle from the parking lot of the apartment building. The vehicle was unlocked and the key was inside the vehicle along with the victim's wallet and credit cards. The cards were used at multiple locations throughout Santa Barbara. Victim was able to track his wallet via air tag and the cars last known location was in Ventura. VPD and CHP were BOL'd. Investigation ongoing.

0125 VC 23152(a) Reynolds Av/Seventh St Goodwin

The suspect, [redacted], was seen driving east bound on Via approaching the intersection with San Ynez. The vehicle had window tint and lighting violation, a traffic stop was conducted at the intersection of Reynolds Av/Seventh St. Upon contacting [redacted], Deputies noticed indicators of alcohol intoxication and open containers of 'Beatbox' alcoholic beverages. [redacted] conducted SFST's and refused to consent to a PAS. [redacted] was arrested for violation of VC 23152(a), Driving Under the Influence. [redacted] voluntarily provided blood sample and was booked into SBJ.

Thursday 01/30/2025

1424 Incident Carp Middle School Carp Skall

Parent of Carp Middle School student called to report that her daughter had been in an altercation at school in 3rd period science lab. The Principal had been contacted, who investigated with the teacher and a dozen other students, none of which were able to corroborate anything other than there was a tug-of-war over a laser, and the student smacked the vitcim's hand. Guardians on both sides contacted, and report written for documentation.

2336 647(i)PC Maple Ave & Sixth St (Carpinteria) Stovall, James

Deputies responded to suspicious circumstances regarding a prowler in the area of Maple Ave and Sixth St. Victim signed a citizen's arrest form and the suspect, [redacted], was arrested and booked for 647(i) PC-Prowling.

Friday 01/31/2025

1100 019 Carp City (Carp) McKarrell

At about 1100 hours, a City Employee came to the station and dropped two post cards that were delivered via mail. The cards contained disturbing/concerning messages.

1900 Incident Report 4810 Foothill RD Goodwin

The principle called to report approximately 20 juveniles were fighting at the Stadium. Once the fight was broken up, all the juveniles scattered from the scene. Deputies contacted approximately 6 juveniles leaving Carpinteria High School. Once additional Deputies arrived on scene, three of the juveniles took off and the remaining three juveniles had their parents contacted and ultimately picked up the juveniles from the scene.

2236 PC 236 & 422 Holly Avenue Goodwin

The Victim called to report that her boyfriend had verbally threatened to kill her utilizing a gun, in violation of California Penal Code 422. Upon further investigation, it was determined that he was also in violation of California Penal Code 236. Deputies located the Suspect and ultimately arrested him for the violations. An Emergency Protective Order was sought and approved. The Suspect was transported to SBJ without further incident.

2336 PC 243(d) & 594 3400-3640 Via Real Stovall/James

Deputies responded to a report of a fight between two males. Once on scene, Deputies determined the victim was battered and bitten by his brother n law. The Suspect also vandalized the RV, breaking the rear window and damaging the rear corner of the RV. Deputies checked the area and was unable to locate the suspect.

Saturday 02/01/2025

0030 Hrs Narc Violations Carp and Holly (Carp) Hernandez

Vehicle was stopped due to driver swerving over the center line. During the investigation, the driver consented to a search of the vehicle and the passenger, [redacted], was found in possession of meth and a used meth pipe.

0207 23152(a)/23152(b) Elm Ave/Sixth Pl Pereyra

While patrolling the area of the 9th street parking lot, I observed a vehicle playing loud music with its windows down, leaving the bar. The vehicle's license plate was not visible and did not have a functioning light. In addition, the passengers brake light was not functional. I conducted a traffic stop and observed an opened tall can of Budweiser in the cup holder. There was a strong odor emitting from the driver's breath. The driver, [redacted] performed poorly during SFT's and was subsequently arrested for DUI. He was arrested and transported to the Santa Barbara County Jail.

MEMORANDUM

Council Meeting Date: **February 10, 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: February 10, 2025
- Finance Manager
  - Deadline to apply extended: February 23, 3025
- Maintenance Worker – Part-time
  - Delayed - Pending department needs assessment
- Principal Planner
  - Deadline to apply extended: February 12, 2025
- Program Manager – General Government
  - Tentative start date: February 18, 2025
- Program Manager – Parks, Recreation, and Community Services
  - Tentative start date: February 18, 2025
- New Employees
  - Part-time Literacy Coordinator – Started: February 3, 2025

UPDATES ON CAPITAL IMPROVEMENT PROJECTS

Carpinteria Avenue Bridge Replacement Project- Clearing and Grubbing

The clearing and grubbing on the upstream side of the Carpinteria Avenue Bridge is complete. The project is now awaiting the overhead utility facility relocation work schedule from Southern California Edison.

UPDATES ON DEVELOPMENT APPLICATIONS

Palms Renovation Final ARB Review

As part of the upcoming February 13, 2025 Architectural Review Board (ARB) meeting agenda, the ARB will be holding a final review of the proposed renovations to the Palms Restaurant building located at 701 Linden Avenue. The proposed project entails an interior and exterior renovation of the Palms building and conversion of a portion of the roof to a covered bar and uncovered lounge area. The building would house a restaurant and market/café on the ground floor, a banquet/event space on the second floor, and a bar and dining area on the rooftop deck. The ARB agenda and staff report for the item are available on the City website at: https://carpinteriaca.gov/city-hall/agendas-meetings/

OTHER CITY/COMMUNITY UPDATES

Housing Element Certification

On January 30, 2025, City staff received official word from the California Department of Housing and Community Development (HCD) that the City's 2023-2031 Housing Element had been certified and found to be substantially compliant with state Housing Element law. The Housing Element is a planning document that outlines the strategies the City will implement to meet the housing needs of Carpinterians throughout the 2023-2031 planning cycle. With this important milestone having been achieved, City staff can now focus their efforts on implementation of individual Housing Element programs. A copy of HCD's certification letter and the City's certified Housing Element are available on the City's website under the 2023-2031 Housing Element page: https://carpinteriaca.gov/city-hall/community-development/planning/housing-element-update/

Upcoming AgeWell Chocolate Tasting Party

The AgeWell Valentine's Chocolate Tasting Party will take place on February 13 at 1:00 PM in the Veterans Hall Meeting Room. This engaging event will offer participants an opportunity to learn about the rich history of chocolate while exploring the art of chocolate tasting. Attendees will gain insights into the nuances of fine chocolate and how to fully appreciate its flavors. Whether a chocolate enthusiast or simply curious, this event provides a delightful and educational experience just in time for Valentine's Day.

City of Carpinteria
City Council Minutes
Special Meeting
Saturday, January 18, 2025
Girls Inc. of Carpinteria (5315 Foothill Road, Carpinteria, CA 93013)

In-Person

CALL TO ORDER

Mayor Alarcon called the meeting to order at 8:02 pm.

ROLL CALL

Councilmembers present:	Councilmember Al Clark	(District No. 5)
	Councilmember Julia Mayer	(District No. 3)
	Councilmember Wade T. Nomura	(District No. 4)
	Vice Mayor Mónica J. Solórzano	(District No. 1)
	Mayor Natalia Alarcon	(District No. 2)
Staff members present:	Michael Ramirez, City Manager	
	Ryan Kintz, Assistant City Manager	
	John L. Ilasin, Public Works Director	
	Brian C. Barrett, City Clerk	

PUBLIC COMMENT WILL ONLY BE HEARD CONCERNING THE AGENDIZED ITEM BELOW

Emails distributed: Amrita Salm and Rosalyn Kohute

CITY COUNCIL RETREAT

City Council Norms, Values, and Principles of Governance; Development of a City Strategic Plan for Fiscal Years 2025-26 and 2026-27, including Review of Existing Goals for Fiscal Year 2024-25, Review of Data Collected Through Community Survey and Workshops, and Drafting of Fiscal Year 2025-26 and 2026-27 Goals, and Discussion of potential amendments to the existing City Vision and Mission, and creation of City Values.

Recommendation: Receive presentation and provide direction to staff as appropriate.

a. Welcome, Introductions & Background

City Manager Ramirez introduced Consultant Christine Martin with Tripepi Smith who provided the presentation.

b. Norms, Values & Principles of Governance

Speakers in-person: M. Sell, Patrick O'Connor, Jane Benefield, Amy Orozco, and Roz Kohute

The Council defined its Norms, Values & Principles of Governance as shown below. Council direction to Consultant is shown in italics inside parentheses.

NORMS:

Foster Balanced, Constructive and Solution-Oriented Discussions

- Ensure all viewpoints are heard and considered, creating a balanced discussion that reflects the collective interest.
- Maintain constructive dialogue and manage displays of frustration or dissatisfaction.
- Stay solution-focused.
- Come prepared to City Council meetings having completed research, pre-work, etc.

Practice Leadership

- Mayor is primarily responsible for keeping discussions productive, but any Councilmember may intervene to remind the group to remain constructive and focused.

Provide Direct Communication

- Communicate with clear, respectful directness.
  - *(Directness is kindness. Removes gray area.)*
- Explain reasoning behind decisions being made.

Maintain Professionalism

- Stick to policy, not personalities.
- Practice active listening, solution-oriented dialogue, and adherence to shared goals.

Cultivate Kindness and Respect

- Recognize kindness and politeness are important in fostering a collaborative work environment.

Prioritize Communication with the Community

- Actively engage with the community through transparent, consistent, and frequent communication.
- Being engaged in-person in the community.
- Keeping the community accountable to maintaining professional.

VALUES:

1. **Clear Communication**
2. **Fairness and Equity**
3. **Accessibility**
4. **Proactive Community Engagement**
5. **Accountability**
6. **Collaboration**
7. **Responsiveness**
8. **Forward-Thinking**
9. **Respect and Open-Mindedness**

PRINCIPLES OF GOVERNANCE:

Council Responsibility

- Partner with City staff as subject matter experts who provide valuable, good-faith information.
    - *(Question staff to ensure questions are answered.)*
    - *(Concerned with "trust City".)*
- Communicate the City's objectives and goals clearly to constituents and ensure community input reaches staff.
- Ensure decisions are made with all necessary facts; defer items if more information is needed.
- Be mindful of City resources and ensure decisions align with long-term plans and goals.
- Research, ask questions/explore other options and stay engaged through regular meetings with the City Manager.
    - *(Make "ask questions" stronger.)*
- Recognize and appreciate staff and community contributions.
- Make decisions based on what is best for the entire City while considering district-specific concerns to ensure inclusivity.

Staff Responsibility:

- Understand that Councilmembers may not have expertise on all issues and exercise patience while providing necessary context.
- Research and present unbiased information in alignment with the strategic plan/general plan, aligning recommendations with the City's budget, long-term goals and priorities.
- Provide clear, actionable options for Council decisions.
- Maintain professionalism and respect.
- Be available and follow up with questions.
- Be open-minded to considering Council ideas.
- Provide information to Council in a timely manner.

Council-Advisory Body Relations

- Advisory bodies should focus on providing clear, realistic recommendations that align with Council goals, the City budget, and long-term plans.
- Advisory bodies should provide Council with regular updates.
- Advisory bodies must operate respectfully, leave personal tastes aside, and focus on actionable recommendations.
- Advisory bodies should provide rationale behind their recommendations.

Community-Wide Governance

- Make decisions based on what is best for the entire City while considering district-specific concerns to ensure inclusivity.
- Maintain transparency and articulate the rationale behind decisions.
- Engage the community by actively seeking input and ensuring all voices are heard, not just the loudest voice.
    - *(Change the term "vocal minorities".)*
- Use data, financial information, and historical context to inform decisions and policies.
- Promote collaboration, clarity, and respect across all community interactions, emphasizing the long-term vision for the City.
- Have a robust understanding and practical understanding of the City's services, programs and resources.
- Receive regular updates from local agency partners.

c. Break

Mayor Alarcon recessed to a break at 9:35 am and reconvened the meeting at 9:55 am with all Councilmembers present.

d. Strategic Plan – Background, Existing FY 24-25 Goals, Public Input, FY 25-27 City Council Goals

Speakers in-person: David Allen, M. Sell, Luci Rogers, Gail Marshall, George Lehtinen, Alan Koch, and Jane Benefield

The Council defined its Fiscal Year 25/26 & 26/27 Goals as shown below. Council direction to Consultant is shown in italics inside parentheses.

FISCAL YEAR 25/26 & 26/27 GOALS FOR CONSIDERATION:

Goal 1 – Enhance Public Outreach, Education and Transparency

Priorities:

1. Improve outreach and communications with the Spanish-speaking community.

   a. Improve relations with organizations that are strongly connected to the Latino community.
   b. Continue investments in Spanish language resources.
2. Strengthen communication and engagement tools.
   a. Assess current communication tools and methodologies.
   b. Track and report on engagement efforts.
   c. Create capacity to take on outreach and engagement goals.
   d. Enhance emergency preparedness communication.
3. Increase transparency and public understanding.
   a. Speak to the community on budget, economics, and tradeoffs.
   b. Improve education and transparency related to development projects.
4. Support Council in outreach efforts to the community.
   a. Provide community events in different/all districts.
5. Strengthen community institution collaboration.
   a. Partnership with non-profits.
   b. School district.
   c. Special districts.
   d. Receive reports from community event grant receivers.

Goal 2 – Maintain a Small Beachside Town

Priorities:

1. Strengthen regional collaboration.
   a. Address County development visions impacting the City's sphere of influence.
2. Advance and sustain comprehensive long-range planning initiatives.
   a. Continue progress toward the adoption of a General Plan Update.
   b. Continue progress toward the completion of a Downtown Design Overlay.
   c. Complete the implementation of zoning to implement an adopted Housing Element.
3. Preserve neighborhood character and community livability, and address housing affordability.
   a. Prioritize affordable housing.
   b. Address vacant housing.
   c. Implement an anti-displacement legislation package to preserve and improve rental housing inventory, housing inventory, and neighborhood quality of life.
   d. Prioritize environmental sustainability and preservation in the context of small-town character and the City's niche tourism activity (Asset-Based Economic Development).
4. Provide essential support services.
   a. Consider including emergency services, street sweeping, trash services (beyond ongoing operations).
   b. Senior services.

   c. Youth engagement.
5. Support local businesses.

Goal 3 – Enhance Quality of Life for Residents

Priorities:

1. Maintain and improve public infrastructure.
   a. Pool.
   b. Improve public restrooms.
2. Expand recreational and community opportunities.
   a. "Support" additional community events, rather than "provide."
   b. Youth opportunities (Youth in Government Day).
   c. Community needs assessment.
   d. Support outside recreational and community opportunities.
3. Enhance accessibility and mobility.
   a. Assess and enhance public transportation opportunities (bike and walking paths, shuttle, non-vehicular beach access).
      i. Explore feasibility of public transportation/shuttle.
4. Improve community standards and enforcement.
   a. Education first, THEN explore reinstating code enforcement.
      i. Enforcement after a certain amount of infractions.
      ii. Add strategic goal about prioritizing communication regarding code enforcement.
   b. Receive priority lists/reports regularly on infractions to discuss solutions.
      i. Have a more robust conversation following the (already-happening) quarterly reports.
   c. Explore new code compliance officer position.
5. Invest in City staff and organizational excellence.
   a. Invest in staff learning through conferences and other learning tools.
   b. Build a high-performance culture that both yields efficient results and increases staff retention.
   c. Sustain City Council's strong reputation for making Carpinteria a stable place to work and build community.
   d. Add software tools to increase staff capability and productivity.
   e. Improve customer service.

Goal 4 – Maintain the Fiscal Sustainability of the City

Priorities:

1. Transient Occupancy Tax, Measures, Taxes.
2. Options for public safety.
3. Revenue streams.
4. Business license tax.
5. Economic opportunity (moved from goal 2).

e. Lunch

Mayor Alarcon recessed the meeting to lunch at 12:20 pm and reconvened the meeting at 1:04 pm with all Councilmembers present.

f. Vision, Mission and Values

Speakers in-person: Susan Mailheau (Ms. Mailheau left meeting before public comment and City Clerk Barrett read aloud her statement), Patrick O'Connor, Amy Orozco, M. Sell, Fred Shaw, and Luci Rogers

The Council defined its Vision, Mission, and Values as shown below. Council direction to Consultant is shown in italics inside parentheses.

VISION:

Our community envisions a future that balances the needs of our residents, business owners and visitors while embracing the unique geography that frames our lives, from the rugged mountains to the pristine beaches. We are committed to preserving our natural resources open spaces, and public amenities, ensuring they remain accessible, safe, and protected for future generations. Rooted in strong community pride, an active lifestyle, and a shared spirit of volunteerism, we strive to maintain the charm and spirit that make our small beachside town truly special.

(Consultant to Follow-Up on the Following:

- *Include "rural" somehow, considering history and economic investment in agriculture.*
- *Provide options for replacing "pristine" beaches.*
- *Re-word first sentence*
    - *Add back in "family-oriented"*
    - *Include easy-going and diverse)*

MISSION:

Our mission is to preserve the essential character of our small beach town by fostering fiscal sustainability, protecting our multi-generational residential neighborhoods and safeguarding the unique natural and visual resources that define us. We aim to enhance cultural and recreational opportunities, support a thriving local economy, and create spaces and events that bring our community together. By honoring our past and embracing our future, we ensure our City remains a welcoming home for all.

VALUES TO PRESERVE OUR SMALL TOWN:

1. **Equity and Belonging –** We are committed to fairness and inclusivity. We nurture a sense of connection, ensuring everyone feels welcome and at home.
2. **Community Interest –** Every decision is guided by the best interest of our residents and the long-term well-being of our town.
3. **Cultural Diversity –** We celebrate and embrace the diverse backgrounds and traditions that enrich our town.
4. **Sustainability –** We actively protect our natural resources, prioritize eco-friendly practices, and plan for a resilient future.
5. **Partnerships –** *(consolidate with Family-Friendly Events, Arts and Culture, and Community of Doers – We create opportunities that bring families together and foster a strong sense of belonging.)*
    - *(Combine with Partnerships) Community of Doers – We embody a spirit of action, working together to make our vision a reality.*
    - *(Combine with Partnerships) Arts and Culture – We value and promote creativity, expression, and opportunities for cultural enrichment.*
6. **Safety**

(Consultant to Follow-Up on the Following:
- *Differentiate between operational values and the others.*
- *Review committee description of sustainability and update accordingly.*
- *Provide description for safety value.*
- *Consolidate partnerships value.)*

g. Wrap Up & Next Steps

Consultant Christine Martin with Tripepi Smith and City Manager Ramirez provided the next steps in completing the Strategic Plan.

ADJOURNMENT

Mayor Alarcon adjourned the meeting at 2:25 pm.

_____
Natalia Alarcon, Mayor

ATTEST:

_____
Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria
City Council Minutes
Regular Meeting
Monday, January 27, 2025
Council Chamber, 5775 Carpinteria Avenue, Carpinteria, CA 93013

In-Person

CALL TO ORDER

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

ROLL CALL

Councilmembers present:	Councilmember Al Clark	(District No. 5)
	Councilmember Julia Mayer	(District No. 3)
	Councilmember Wade T. Nomura	(District No. 4)
	Vice Mayor Mónica J. Solórzano	(District No. 1)
	Mayor Natalia Alarcon	(District No. 2)

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
Nick Bobroff, Community Development Director
Jeanette Gant, Parks, Recreation & Community Services Director
David Hernandez, Code Compliance Supervisor
John L. Ilasin, Public Works Director

PLEDGE OF ALLEGIANCE

Mayor Alarcon 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:

Legal Counsel Acos noted that staff recommended modifying the agenda to postpone Agenda Item Nos. 10, 13, 14, 15, and 16 to a special Council meeting on February 3rd

due to City Hall currently (and all day long) not having internet and thus the City is unable to provide Zoom participation on the postponed items which staff anticipates will have much public comment.

There was no public comment on the agenda modifications.

Motion by Councilmember Solórzano, seconded by Councilmember Clark, to approve the agenda modifications to postpone Item Nos. 10, 13, 14, 15, and 16.

Mayor Alarcon asked if the motion included the scheduling of the special City Council meeting on Monday, February 3, 2025.

Councilmember Solórzano modified the motion to approve the agenda modifications to postpone Item Nos. 10, 13, 14, 15, and 16 to a special City Council meeting on Monday, February 3, 2025 at 5:30 pm. Councilmember Clark seconded the modified motion.

Upon voice vote, the modified motion carried unanimously.

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS:

1. A Proclamation Declaring February 2025 as "211 Community Day Celebration Month" in the City of Carpinteria and Honoring CommUnify for Its Much-Appreciated Contributions to the Carpinteria Community. *(Requires taking public comment and approval prior to the City Council reading and presenting the proclamation.)*

Speakers in-person: Patricia Keelean, CEO for CommUnify

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to approve the Proclamation Declaring February 2025 as "211 Community Day Celebration Month" in the City of Carpinteria and Honoring CommUnify for its Much-Appreciated Contributions to the Carpinteria Community. Upon voice vote, the motion carried unanimously.

Mayor Alarcon and the Council presented the proclamation to Patricia Keelean, CEO for CommUnify and Kemba Lawrence, Director of Community Services for CommUnify.

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS

First District Supervisor Roy Lee provided the following updates:

- Board of Supervisors directed staff to return in late February or early March to amend the cannabis ordinance to mandate carbon scrubbers for odor control.
- Dark Skies Ordinance in February.

First District Supervisor Lee noted he was on the following boards: Adult & Aging Network, BEACON, CommUnify, Library, and LAFCO.

There was no public comment.

CITY MANAGER'S REPORT

a. City Employee Updates

City Manager Ramirez reported on City recruitments.

b. Updates on Capital Improvement Projects

City Manager Ramirez reported on the status of the 2022 Pavement Rehabilitation Project and the Via Real Stormwater Project.

c. Updates on Development Applications

Community Development Director Bobroff noted:

- Community Development Department released a Request for Proposals to assist staff in the preparation of an Environmental Impact Report for the Surfliner Inn Project.
- City's response to AB 413 – "Daylighting" Law

d. Other City/Community Updates

City Manager Ramirez reported on the following:

- City's Strategic Planning Retreat held on January 18, 2025 and next steps.
- Submission of a Letter of Support from the City Council to the Santa Barbara County Board of Supervisors for proposed amendments to the County Code as it relates to cannabis odor control.
- Update on the Diversity, Equity, and Inclusion Efforts.

Parks, Recreation & Community Services Director Gant noted:

- Upcoming AgeWell Lecture Series: Estate Planning.
- Saturday AgeWell Excursion to the Carpinteria Historical Museum.
- Santa Barbara City College Continuing Education Returns with Nutrition for Longevity.
- Preparations for the summer recruitment of Aquatics staff.

Speakers in-person: Rogelio Delgado and Susan Allen

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Speakers in-person: Michael Baker, Stephen Marcussen, Rogelio Delgado, and Susan Allen

Emails distributed: Davis Mersereau and Anonymous

In response to Mr. Delgado's comments, Mayor Alarcon asked staff to speak about sanctuary cities. Legal Counsel Acos responded that staff could bring back a presentation on sanctuary cities at a future Council meeting which the Council was in agreement to direct staff to do.

CONSENT CALENDAR:

Councilmember Solórzano requested Consent Calendar Item No. 7 be pulled for presentation at a future Council meeting.

7. Authorize the City Manager to execute the Agreement for Joint Use of Carpinteria Unified School District Athletic Facilities and find that execution of the Agreement for Joint Use of Carpinteria Unified School District Athletic Facilities is exempt from CEQA pursuant to Sections 15060(c)(2), 15060(c)(3), and 15061(b)(3) of the CEQA Guidelines.

There was no public comment on the pulling of Consent Calendar Item No. 7.

Motion by Councilmember Solórzano, seconded by Councilmember Clark, to remove Item No. 7 from the Consent Calendar and bring it back at a later Council meeting for staff presentation. Upon voice vote, the motion carried unanimously.

There was no public comment on the approval of the remaining Consent Calendar items.

Motion by Councilmember Nomura, seconded by Councilmember Solórzano, to approve the Consent Calendar Item Nos. 2 through 6 and 8 through 9. Upon voice vote, the motion carried unanimously.

2. Approve the minutes of the regular meeting held January 13, 2025.

3. Receive and file the Expenditures for the period beginning December 30, 2024 and ending January 10, 2025.

4. Receive and file the Report of Contracts Executed by the City Manager for the Period of December 3, 2024 through January 6, 2025.

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

6. Receive and file the Quarterly Review of the Pension Stabilization Trust.

8. Approve the Agreement for Joint Use of the Carpinteria Community Pool and Beach and Provision of Related Services between the City of Carpinteria and the Carpinteria Unified School District and find that approval of the Agreement for Joint Use of the Carpinteria Community Pool and Beach and Provision of Related Services between the City of Carpinteria and the Carpinteria Unified School District is exempt from CEQA pursuant to Sections 15060(c)(2), 15060(c)(3), and 15061(b)(3) of the CEQA Guidelines.

9. Authorize the City Manager to approve the First Amendment to Agreement No. 2022-048 with New Beginnings for the Safe Parking Program, adding $1,500 to the contract for a new total not-to-exceed amount of $95,500 to cover expenses related to expanding the program from 6 to 12 parking spaces and approve and adopt Resolution No. 6365 expanding the Safe Parking Program from 6 to 12 parking spaces. *(This motion requires a roll call vote.)*

ADMINISTRATIVE MATTERS:

10. Consideration of Making Appointments to the Planning Commission, Architectural Review Board, Mobile Home Rent Stabilization Board, Carpinteria Open Space Management Advisory Board, Tree Advisory Board, Downtown “T” Business Advisory Board, Integrated Pest Management Committee, Environmental Review Committee, Community Development Block Grant Committee, and Appoint Representatives to the Santa Barbara Mosquito and Vector Management District, Community Media Access Center and County Library Advisory Committee.

    Recommendation: Adopt Resolution Nos. 6355 through 6364, approving public member appointments to certain City Council Advisory Groups and appoint Carpinteria public member representatives to the Santa Barbara Mosquito and Vector Management District, Community Media Access Center, and the County Library Advisory Committee, respectively, as discussed.

The Council postponed this item to a special City Council meeting on February 3, 2025.

11. Code Compliance Quarterly Report Q4, 2024.

    Recommendation: Receive and file the Q4 Code Compliance Quarterly Report.

Code Compliance Supervisor Hernandez presented the staff report and PowerPoint presentation.

Speakers in-person: Stephen Marcussen, Susan Allen, Eileen Marcussen, Marilyn Jenkins, and Rogelio Delgado

Emails distributed: Eileen and Stephen Marcussen

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to receive and file the Q4 Code Compliance Quarterly Report.

Councilmember Nomura requested the motion be amended to include directing staff to research and provide data for a third Code Compliance Officer position.

Councilmember Solórzano amended the motion to receive and file the Q4 Code Compliance Quarterly Report and direct staff to research and provide data for a third Code Compliance Officer position. Councilmember Nomura seconded the amended motion.

Upon voice vote, the amended motion carried.

12. Closeout of Former Venoco Oil Pipeline #0470 Abandonment Project.

    Recommendation: (1) Authorize the Mayor to sign the Closeout Agreement and Release of Claims with Beacon West Energy Group, LLC/Pacific Petroleum California, Inc. for the Former Venoco Oil Pipeline #0470 Abandonment Project and (2) Authorize the City Manager to release the construction contract bonds after one year of acceptance of the work by the City in accordance with the warranty required by the construction contract. *(This motion requires a roll call vote.)*

Public Works Director Ilasin provided the staff report.

Speakers in-person: Susan Allen

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to (1) Authorize the Mayor to sign the Closeout Agreement and Release of Claims with Beacon West Energy Group, LLC/Pacific Petroleum California, Inc. for the Former Venoco Oil Pipeline #0470 Abandonment Project and (2) Authorize the City Manager to release the construction contract bonds after one year of acceptance of the work by the City in accordance with the warranty required by the construction contract.

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.

PUBLIC HEARING: NONE

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

MATTERS CONTINUED FROM PREVIOUS MEETINGS: NONE

OTHER BUSINESS:

13. Annual Comprehensive Financial Report (ACFR) for the Fiscal Year (FY) Ended June 30, 2024.

    Recommendation: Receive and file the ACFR for the fiscal year ended June 30, 2024.

The Council postponed this item to a special City Council meeting on February 3, 2025.

14. Ad Hoc Harbor Seal Advisory Committee Recommendations.

    Recommendation: Receive and file this report.

The Council postponed this item to a special City Council meeting on February 3, 2025.

15. Discussion and Potential Action to Adopt Resolution No. 6354, Granting Consent to the County of Santa Barbara to Establish the Santa Barbara County Wine Improvement District and Include the City of Carpinteria in the Established Wine Improvement District.

    Recommendation: Adopt Resolution No. 6354, granting consent to the County of Santa Barbara to establish the Santa Barbara County Wine Improvement District and include the City of Carpinteria in the established Wine Improvement District.

The Council postponed this item to a special City Council meeting on February 3, 2025.

16. Receive an update on the City's Live Entertainment Licensing program and provide direction to staff.

    Recommendation: Receive and file an update on the status of the City's Live Entertainment Licensing program.

The Council postponed this item to a special City Council meeting on February 3, 2025.

LEGISLATIVE UPDATE: NONE

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

Vice Mayor Solórzano reported that the Santa Barbara Metropolitan Transit District Board met on January 21st and provided a project update on Terminal 2 in Goleta, elected board officers for next year, went over the social media management policy, discussed FY 25/26 work plan, and she announced that the Santa Barbara Metropolitan Transit District would host a town hall meeting in the Community Meeting Room at the Library to discuss proposed fare increases on Wednesday, February 5th at 6 pm.

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

All Councilmembers are expected to be in attendance at the special City Council meeting on February 3, 2025.

ADJOURNMENT

Mayor Alarcon adjourned the meeting at 7:25 pm.

_____
Natalia Alarcon, Mayor

ATTEST:

_____
Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria

COUNCIL AGENDA STAFF REPORT
February 10, 2025

ITEM FOR COUNCIL CONSIDERATION

Expenditures for the period beginning January 13, 2025 and ending January 31, 2025.

STAFF RECOMMENDATION

Receive and file Warrant Register for the period of January 13, 2025, through January 31, 2025, 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 January 13, 2025, and ending January 31, 2025.

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: 01/13/2025 - 01/31/2025

Vendor Number / Payable #	Vendor Name / Payable Type	Payable Description	Payment Date	Payment Amount	Number
Bank Code: AP Bank-AP Bank					
	ADRIANA GONZALEZ SMITH		01/16/2025	433.74	105014
INV0006820	Invoice	2024 CANDIDATE DEPOSIT REFUND			
	ALL LANGUAGES INTERPRETING & TRANSLATING INC.		01/16/2025	1,050.00	105015
31311	Invoice	ENTERPRETER FOR KNOW YOUR RIGHTS FORUM-LIBRARY			
31339	Invoice	2 INTERPRETERS FOR CC MTGS DEC24			
	AMAZON CAPITAL SERVICES INC		01/16/2025	3,149.01	105016
1336-MN7H-4PVN	Invoice	ZIP BOOKS-J. ARECHIGA			
137D-3NFM-RL46	Invoice	ZIP BOOKS-N. GOMEZ			
13T3-3QWN-YH6J	Invoice	BOOKS FOR LIBRARY			
147D-GVWJ-HJJC	Invoice	BOOKS FOR LIBRARY			
14DL-4KD9-HTWX	Invoice	8 NEW OFFICE CHAIRS, APPLICATOR BOTTLE FOR PW			
1749-M63C-JN61	Invoice	BOOKS FOR LIBRARY			
19HD-3VYQ-MDMG	Invoice	ZIP BOOKS-I. MENESES			
1CWW-1F7D-DNRG	Invoice	CRAFT SUPPLIES FOR AGE WELL CREATIVE STUDIES			
1D1T-4GJF-64W1	Invoice	BOOKS FOR LIBRARY			
1DY6-M9GV-PRMD	Invoice	PRINTER TONER FOR AGE WELL PROGRAM			
1F9N-4KJK-GV3W	Invoice	TRAILER HITCH FOR FORKLIFT			
1FXY-6WCN-9NFW	Invoice	ZIP BOOKS-J. ARECHIGA			
1GCX-KNDG-JWD9	Invoice	ZIP BOOKS-O. TAMONY			
1K1J-JXCG-NPFQ	Invoice	BOOKS FOR LIBRARY			
1KYN-9KYY-PRX4	Invoice	BOOKS FOR LIBRARY			
1QJP-WJDD-NLV3	Invoice	ZIP BOOKS-A. ROBERTSON			
1RCV-GN9H-FWY9	Invoice	6 FOLDING EASELS FOR CITY HALL DISPLAYS			
1RLP-CWG9-CVNK	Invoice	BOOKS FOR LIBRARY			
1RWF-7WJL-3DX9	Invoice	BOOKS FOR LIBRARY			
1X3C-GPGV-L6JM	Invoice	ZIP BOOKS-A. COOLEY			
1X3Q-TK6D-YCYJ	Invoice	BOOKS FOR LIBRARY			
1XJ1-FP3X-KJDR	Invoice	BOOKS FOR LIBRARY			
1YCL-YT73-VWFN	Invoice	ZIP BOOKS-S. LARIOS			
1YQC-33GR-MGXC	Invoice	ZIP BOOKS-A. FEDDERS			
	Void		01/16/2025	-	105017
	AMY BLAKEMORE		01/16/2025	75.00	105018
Q4 OCT-DEC 2024	Invoice	ARCHITECTURAL REVIEW BOARD MEETINGS OCT-DEC 2024			
	AT&T MOBILITY		01/16/2025	694.69	105019
287303896883X01102025	Invoice	JAN25 CITY HALL CELL PHONES			
	BAY ALARM		01/16/2025	194.58	105020
21946689	Invoice	SECURITY/FIRE MONITORING 2/1/25-4/30/25 LIBRARY			
	BRAD STEIN		01/16/2025	50.00	105021
Q4 OCT-DEC 2024	Invoice	ARCHITECTURAL REVIEW BOARD MEETINGS OCT-DEC 2024			
	BUILD A SIGN		01/16/2025	3,347.50	105022
600547907	Invoice	ORDER 600547907 CUSTOM SIGNS FOR POOL			
	BUREAU VERITAS NORTH AMERICA INC		01/16/2025	2,588.70	105023
RI 24055291	Invoice	NOV24 MONTHLY PLAN CHECK SERVICES			
RI 24055292	Invoice	NOV24 MONTHLY INSPECTOR SERVICES			
	CARPINTERIA VALLEY LUMBER CO		01/16/2025	174.94	105024
553074	Invoice	BATTERIES FOR POOL, HARDWARE FOR VETS HALL DOOR			
553764	Invoice	JACK FACE PLATES FOR CITY HALL			
554467	Invoice	6X6 POST FOR OGAN RD, PAINT SUPPLIES FOR GRAFFITI			
554473	Invoice	VARNISH FOR LINDEN BEACH SIGN			
554481	Invoice	HARDWARE FOR LIBRARY GATE REPAIR			
554701	Invoice	BOLTS TO REPAIR SIGN AT OGAN ROAD			

	CARPINTERIA VALLEY WATER DISTRICT		01/16/2025	22,888.13	105025
CARP CITY DEC24 SERVICE	Invoice	DEC24-WATER FOR MULTIPLE LOCATIONS			
	CLASSIC CAR WASH		01/16/2025	565.00	105026
INV0371	Invoice	12/19/24 FLEET CARWASH SERVICES			
INV0372	Invoice	12/30/24 FLEET CARWASH SERVICES			
	CLEAN HARBORS ENVIRONMENTAL SERVICES		01/16/2025	3,653.09	105027
1005278955	Invoice	BATTERY PACKING & UW SHIPMENT 11/01/24			
	COAST AUTO PARTS INC		01/16/2025	171.20	105028
786099	Invoice	OIL CHANGE FOR UNIT 325 12/16/24			
786140	Invoice	OIL CHANGE FOR UNIT 421 12/17/24			
786142	Invoice	OIL CHANGE FOR UNIT 330 12/17/24			
	COASTAL VIEW NEWS		01/16/2025	731.00	105029
61919	Invoice	BOARDS & COMMISSIONS RECRUITMENT AD 12/12/24			
61944	Invoice	ORDINANCE 780 PUBLISHED IN FULL AD 12/19/24			
	COUNTY SANITATION COMPANY INC STEWARTS & SELZER PLUM		01/16/2025	440.00	105030
65584	Invoice	TROUBLE SHOOT WATER HEATER AT POOL 12/2/24			
65705	Invoice	INSTALL DISHWASHER AT CITY HALL 12/11/24			
	COX BUSINESS		01/16/2025	135.99	105031
JAN25 001 3011 028450702	Invoice	JAN25 VETS HALL INTERNET-PHONE SERVICE			
	DAVID ALLEN		01/16/2025	180.00	105032
Q4 OCT-DEC 2024	Invoice	PLANNING COMMISSION MEETINGS OCT-DEC 2024			
	DEWBERRY ENGINEERS INC.		01/16/2025	18,066.43	105033
22429759	Invoice	NOV24 CARPINTERIA AVENUE BRIDGE REPLACEMENT			
22433006	Invoice	DEC24 CARPINTERIA AVENUE BRIDGE REPLACEMENT			
	EVERSHADE EXTERIOR CLEANING SOLUTIONS		01/16/2025	475.00	105034
11071	Invoice	DEC24 CLEANING OF TRASH CANS AT CARP & LINDEN AVE			
	FEDEX		01/16/2025	65.20	105035
8-717-70974	Invoice	SHIP CEQA FILINGS TO STATE DEPT OF HOUSING			
	FRONTIER COMMUNICATIONS		01/16/2025	290.20	105036
JAN25 209-188-2500-061589-5	Invoice	JAN25 PHONE & INTERNET-LG TOWER			
JAN25 805-566-1944-032923-5	Invoice	JAN25 PHONE & INTERNET-BEACH STORE			
JAN25 805-566-3374-042524-5	Invoice	JAN25 PHONE & INTERNET-BOATHOUSE			
	GLADWELL GOVERNMENTAL SERVICES INC		01/16/2025	400.00	105037
5684	Invoice	RECORDS RETENTION REVIEW & ADVICE			
	GLENN D LA FEVERS		01/16/2025	180.00	105038
Q4 OCT-DEC 2024	Invoice	PLANNING COMMISSION MEETINGS OCT-DEC 2024			
	GOLD COAST WATER POLO CLUB		01/16/2025	750.00	105039
INV0006790	Invoice	FALL 24 WATER POLO LEAGUE FEES			
	GRAINGER		01/16/2025	315.95	105040
9350279312	Invoice	MATERIALS FOR POOL PUMP MAINTENANCE			
9352051529	Invoice	SUPPLIES FOR PUBLIC WORKS SHOP			
9352490578	Invoice	MATERIALS FOR POOL PUMP MAINTENANCE			
	JANE L BENEFIELD		01/16/2025	180.00	105041
Q4 OCT-DEC 2024	Invoice	PLANNING COMMISSION MEETINGS OCT-DEC 2024			
	JOHN MOYER		01/16/2025	180.00	105042
Q4 OCT-DEC 2024	Invoice	PLANNING COMMISSION MEETINGS OCT-DEC 2024			
	JULIA MAYER		01/16/2025	375.74	105043
INV0006821	Invoice	2024 CANDIDATE DEPOSIT REFUND			
	KANOPY		01/16/2025	140.00	105044
433009 - PPU	Invoice	DEC24 LIBRARY VIDEOS			
	KATHERINE SALANT		01/16/2025	180.00	105045
Q4 OCT-DEC 2024	Invoice	PLANNING COMMISSION MEETINGS OCT-DEC 2024			

	LEFTWICH ARCHAEOLOGY		01/16/2025	28,573.00	105046
122024	Invoice	VIA REAL STORMWATER PROJECT 11/22-12/20/24			
	LIN CONSULTING INC.		01/16/2025	194.56	105047
15708	Invoice	DEC24 ENGINEERING CARP & PALM AVE INTERSECTION			
	MAR CO EQUIPMENT COMPANY		01/16/2025	43,272.36	105048
205938	Invoice	MAR-CO SWEEPER REPAIR			
	MARINE RESCUE PRODUCTS INC		01/16/2025	1,435.00	105049
172635	Invoice	20 LIFEGUARD RESCUE TUBES			
	MENTAL WELLNESS CENTER		01/16/2025	2,000.00	105050
FY24-25 GRANT	Invoice	FY24-25 COMMUNITY SERVICES SUPPORT GRANT			
	MISSION UNIFORM SERVICE		01/16/2025	710.05	105051
522985912	Invoice	MAT REPLACEMENT, UNIFORM CLEANING 12/23/24			
522985913	Invoice	TOWEL & MAT REPLACEMENT CITY HALL 12/23/24			
523023260	Invoice	TOWEL & MAT REPLACEMENT VETS HALL 12/30/24			
523023261	Invoice	TOWEL & MAT REPLACEMENT LIBRARY 12/30/24			
523023263	Invoice	TOWEL & MAT REPLACEMENT POOL 12/30/24			
523023264	Invoice	MAT REPLACEMENT, UNIFORM CLEANING 12/30/24			
523023265	Invoice	TOWEL & MAT REPLACEMENT CITY HALL 12/30/24			
523063112	Invoice	MAT REPLACEMENT, UNIFORM CLEANING 1/6/25			
523063113	Invoice	TOWEL & MAT REPLACEMENT CITY HALL 1/6/25			
	MNS ENGINEERS INC		01/16/2025	11,500.00	105052
88343	Invoice	NOV24 ATP CYCLE 7 GRANT WRITING			
	MRS ENVIRONMENTAL INC		01/16/2025	2,500.00	105053
600-2024-12	Invoice	DEC24 OIL & GAS ON CALL ENVIRONMENTAL SERVICES			
	NATALIA ALARCON		01/16/2025	433.74	105054
INV0006800	Invoice	2024 CANDIDATE DEPOSIT REFUND			
	NEW BEGINNINGS COUNSELING CENTER		01/16/2025	3,088.07	105055
50070	Invoice	NOV24 SAFE PARKING PROGRAM			
	PATRICK O'CONNOR		01/16/2025	75.00	105056
Q4 OCT-DEC 2024	Invoice	ARCHITECTURAL REVIEW BOARD MEETINGS OCT-DEC 2024			
	POLICORE INC.		01/16/2025	1,531.25	105057
403423	Invoice	IT SERVICES-LIBRARY APR24 (CR ISSUED)			
403424	Invoice	IT SERVICES-POOL APR24 (CR ISSUED)			
403428	Invoice	IT SERVICES-LIBRARY MAY24 (CR ISSUED)			
403429	Invoice	IT SERVICES-LIBRARY JUN24 (CR ISSUED)			
403431	Invoice	IT SERVICES-POOL MAY24 (CR ISSUED)			
403432	Invoice	IT SERVICES-POOL JUN24 (CR ISSUED)			
403444	Credit Memo	IT SERVICES-LIBRARY APR24- JUN24 CREDIT			
403445	Credit Memo	IT SERVICES-POOL APR24 - JUN24 CREDIT			
403487	Invoice	IT SERVICES-LIBRARY OCT24			
403488	Invoice	IT SERVICES-LIBRARY NOV24			
	RICHARD A LITTLE		01/16/2025	75.00	105058
Q4 OCT-DEC 2024	Invoice	ARCHITECTURAL REVIEW BOARD MEETINGS OCT-DEC 2024			
	RICHARD E JOHNSON		01/16/2025	75.00	105059
Q4 OCT-DEC 2024	Invoice	ARCHITECTURAL REVIEW BOARD MEETINGS OCT-DEC 2024			
	RISDON'S 76 SERVICE		01/16/2025	260.00	105060
4597	Invoice	CAR WASH FOR UNIT 250 12/6/24			
5351	Invoice	CAR WASH FOR UNIT 255 12/8/24			
A83648	Invoice	ABANDONED TIRES DISPOSAL 12/18/24			
	ROBERT HOWARD		01/16/2025	120.26	105061
INV0006801	Invoice	STREET SWEEPER TRAINING LUNCH FOR CREW 1/8/25			
	ROCKWELL PRINTING		01/16/2025	292.86	105062
45804	Invoice	BUSINESS CARDS FOR MAYOR & COUNCIL MEMBERS 1/8/25			
	ROGERS ANDERSON MALODY & SCOTT LLP (RAMS)		01/16/2025	14,480.00	105063
76592	Invoice	FY23/24 AUDIT SERVICES-FINAL BILLING			

	ROTARY CLUB OF CARPINTERIA		01/16/2025	241.00	105064
20250101-8	Invoice	JANUARY-MARCH 2025 MEMBERSHIP			
	RRM DESIGN GROUP		01/16/2025	2,715.00	105065
2911-01-1124	Invoice	NOV24 FRANKLIN CREEK TRAIL IMPROVEMENT			
	S & L SAFETY PRODUCTS		01/16/2025	378.45	105066
382048	Invoice	GLOVES FOR PW SHOP			
	SANTA BARBARA PEST CONTROL		01/16/2025	95.00	105067
41566	Invoice	JAN25 PEST CONTROL AT COMMUNITY POOL			
	SHOWSCAPES		01/16/2025	22,575.00	105068
388339080	Invoice	JAN25 LANDSCAPE MAINTENANCE			
388339081	Invoice	JAN25 MONTHLY CHEMICAL CHARGE			
	SITEONE LANDSCAPE SUPPLY (ALL AROUND)		01/16/2025	71.53	105069
148785501-001	Invoice	PARTS FOR IRRIGATION REPAIR @ AVOCADO FARM			
149191523-001	Invoice	SPRINKLER REPLACEMENT @ OGAN RD			
	SO CA EDISON		01/16/2025	22.87	105070
DEC24 700474689651	Invoice	DEC24 ELECTRICITY-4683 9TH ST			
	SO CAL GAS		01/16/2025	5,597.60	105071
DEC24 006 514 2700 7	Invoice	NATURAL GAS 5305 CARPINTERIA AVE (POOL)			
DEC24 014 914 3239 7	Invoice	NATURAL GAS 5103 CARPINTERIA AVE (FRIENDS OF THE L			
DEC24 016 913 9500 6	Invoice	NATURAL GAS 5775 CARPINTERIA AVE (CITY HALL)			
DEC24 140 914 3084 4	Invoice	NATURAL GAS 941 WALNUT AVE (VETS HALL)			
	SOLID WASTE SOLUTIONS INC		01/16/2025	273.50	105072
221	Invoice	DEC24 WASTEWATER PROFESSIONAL SERVICES			
	SOLO REPROGRAPHICS		01/16/2025	454.71	105073
V68895	Invoice	FOAM BOARD FOR LINDEN PLAZA			
	THE WHARF		01/16/2025	298.52	105074
337121	Invoice	JACKET, BOOTS TIM GRAY 12/19/24			
	TRAFFIC TECHNOLOGIES LLC		01/16/2025	6,690.85	105075
49293	Invoice	VARIOUS SIGNS FOR REPLACEMENT			
49326	Invoice	VARIOUS SIGNS FOR REPLACEMENT			
	TRUE NORTH COMPLIANCE SERVICES INC		01/16/2025	4,393.69	105076
24-12-039	Invoice	DEC24 BP PLAN CHECK / INSPECTION SERVICES			
	TWO TRUMPETS COMMUNICATIONS		01/16/2025	6,000.00	105077
1436	Invoice	DEC24 COMMUNICATIONS SERVICES			
	UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA		01/16/2025	201.70	105078
1220240172	Invoice	JAN25 NEW TICKET CHARGES & DATABASE MAINTENANCE			
24-252008	Invoice	JAN25 CA STATE REGULATORY FEE			
	UNITED BOYS & GIRLS CLUBS		01/16/2025	25,000.00	105079
FY24-25 GRANT	Invoice	FY24-25 COMMUNITY SERVICES SUPPORT GRANT			
	WAXIE SANITARY SUPPLY		01/16/2025	516.50	105080
82938946	Invoice	BATH TISSUE, TRASH BAGS CITY HALL 12/23/24			
	WEST COAST ARBORISTS INC		01/16/2025	6,396.00	105081
222930	Invoice	TREE MAINTENANCE 11/16/24-11/30/24			
	WESTAIRE HEATING & CONDITIONING INC		01/16/2025	1,750.00	105082
21348	Invoice	DEC24 MAINTENANCE-CITY HALL 1/7/25 (HOLIDAY SCHED)			
21349	Invoice	DEC24 MAINTENANCE-LIBRARY & VETS HALL 1/7/25			
	X-TECH SYSTEMS		01/16/2025	163.22	105083
474788	Invoice	COPY MACHINE CHARGES 9/21/24-12/20/24 LIBRARY			
	ZWORLD GIS		01/16/2025	2,977.00	105084
2024-0291	Invoice	DEC24 MAPPING/GIS SERVICES			
	MISSIONSQUARE		01/23/2025	10,404.37	105085
INV0006837	Invoice	MISSIONSQUARE Employee Contributions			
INV0006838	Invoice	Deferred Compensation Contribution-Part Time Emp			

INV0006839	Invoice	MissionSquareEmployee Contributions			
INV0006840	Invoice	MISSIONSQUARE Employee Contributions			
	SEIU LOCAL 620		01/23/2025	235.32	105086
INV0006841	Invoice	Employee Union Dues Contribution			
	ADVANCE AUTO PARTS		01/23/2025	405.93	105087
9483434437473	Invoice	OIL & FILTERS FOR MULTIPLE UNITS			
9483434437474	Invoice	BLUE DEF FOR UNIT 331 12/9/24			
9483500611104	Invoice	BATTERY FOR UNIT 424			
	AMAZON CAPITAL SERVICES INC		01/23/2025	976.76	105088
11JD-DVN9-LYMM	Invoice	WIRELESS COMPUTER MOUSE FOR GARDEN FACILITY			
137X-Y9W6-LLPM	Invoice	10 PACK WALL HOOKS FOR POOL			
17LD-RN1D-7G9V	Invoice	SUPPLIES FOR JUNIOR GUARD PROGRAM			
19V9-DT3H-93DY	Invoice	BANNER BACKDROP FOR JUNIOR GUARDS			
1G1D-TV9P-QDNR	Invoice	STICKER LABLES FOR JUNIOR GUARDS			
1HFY-VDYH-36P1	Invoice	BANNER STAND FOR JUNIOR GUARDS			
1LGP-X7QD-FVV3	Invoice	ETHERNET PHONE CABLES FOR WORK STATIONS			
1R4N-PWMK-GNDL	Invoice	METAL LOCKING STORAGE UNIT FOR IT MATERIALS			
1VL7-PM7Y-VDJQ	Invoice	STORAGE BINS FOR AGE WELL PROGRAM			
	ASBURY ENVIRONMENTAL SVCS		01/23/2025	137.00	105089
I500-01165777	Invoice	DISPOSAL OF USED OIL/MIXED OILS 1/2/25			
	BIG GREEN CLEANING COMPANY		01/23/2025	13,440.00	105090
663250	Invoice	JAN25 CONTRACTED CLEANING SERVICES			
	CARPINTERIA LOCK & KEY		01/23/2025	3,076.33	105091
6273	Invoice	INSTALL DIGITAL LOCKS AT VETS HALL			
	CARPINTERIA VALLEY LUMBER CO		01/23/2025	303.28	105092
554997	Invoice	8X10 TARP, PAINT ROLLER COVERS			
555033	Invoice	HARDWARE TO REPAIR SIGN AT OGAN RD			
555034	Credit Memo	HARDWARE FOR SIGN AT OGAN RD			
555061	Invoice	MATERIAL TO REPAIR SIGN AT BEACH PARKING LOT			
555062	Credit Memo	MATERIAL FOR SIGN REPAIR BEACH PARKING LOT			
	COM3 CONSULTING INC		01/23/2025	4,800.00	105093
COM3-PM-1224	Invoice	OCT-DEC24 PROJECT MANAGEMENT CARP BRIDGE			
	EASY LIFT TRANSPORTATION		01/23/2025	1,000.00	105094
7577	Invoice	JAN25 COMMUNITY TRANSPORTATION SERVICES			
	ELITE GENERAL ENGINEERING		01/23/2025	49,574.08	105095
24100	Invoice	STORM DRAIN REPAIRS AT CANALINO			
24101	Invoice	STORM DRAIN REPAIRS AT EL CARRO			
	FRONTIER COMMUNICATIONS		01/23/2025	437.96	105096
JAN25 805-684-4314-063022-5	Invoice	JAN25 PHONE & INTERNET SERVICES FOR LIBRARY			
JAN25 805-684-7613-042205-5	Invoice	JAN25 PHONE & INTERNET FOR LG TOWER & BOATHOUSE			
	JAYNE DIAZ		01/23/2025	790.53	105097
INV0006832	Invoice	FEB25 MEDICAL REIMBURSEMENT			
	LARRY DRIGGERS		01/23/2025	790.53	105098
INV0006833	Invoice	FEB25 MEDICAL REIMBURSEMENT			
	LOWE'S		01/23/2025	2,138.50	105099
DEC24 9800 338916 4	Invoice	DEC24 CARD PAYMENT			
	MARY ANN COLSON		01/23/2025	790.53	105100
INV0006834	Invoice	FEB25 MEDICAL REIMBURSEMENT			
	NGU DRONE PHOTOGRAPHY LLC		01/23/2025	3,300.00	105101
1024	Invoice	PUBLIC OUTREACH VIDEO VIA REAL 12/17/24			
1025	Invoice	PUBLIC OUTREACH VIDEO VIA REAL 12/19/24			
1026	Invoice	PUBLIC OUTREACH VIDEO VIA REAL 12/23/24			
1027	Invoice	PUBLIC OUTREACH VIDEO VIA REAL 12/30/24			
1028	Invoice	PUBLIC OUTREACH VIDEO VIA REAL 1/3/25			
	PERMACOLOR INC		01/23/2025	381.50	105102
2501024	Invoice	LIBRARY BACK GATE POWDER COATING			

	RIBBONS GALORE INC		01/23/2025	1,015.24	105103
2514101	Invoice	JUNIOR LIFEGUARD COMPETITION RIBBONS			
	SANTA BARBARA COUNTY CLERK-RECORDER-ASSESSOR		01/23/2025	24,099.89	105104
GEN110524-10-02	Invoice	MATERIALS & SERVICES FOR SB COUNTY ELECTION			
GEN110524-10-03	Invoice	MATERIALS & SERVICES FOR SB COUNTY ELECTION			
GEN110524-10-04	Invoice	MATERIALS & SERVICES FOR SB COUNTY ELECTION			
GEN110524-10-MB	Invoice	MATERIALS & SERVICES FOR SB COUNTY ELECTION			
	SANTA BARBARA COUNTY SHERIFFS DEPT		01/23/2025	516,750.00	105105
2400	Invoice	JAN25 CONTRACTED LAW ENFORCEMENT SERVICE			
	SANTA BARBARA PEST CONTROL		01/23/2025	75.00	105106
40695	Invoice	DEC24 PEST CONTROL AT CITY HALL			
	SANTA BARBARA SWIM CLUB		01/23/2025	808.00	105107
INV0006835	Invoice	JAN25 SBSC COASTAL SWIM MEET			
	SITEONE LANDSCAPE SUPPLY (ALL AROUND)		01/23/2025	46.67	105108
149268255-001	Invoice	IRRIGATION REPAIR AT OGAN RD			
	SO CA EDISON		01/23/2025	9,340.76	105109
NOV24 700405192484	Invoice	NOV24 ELECTRICITY-MULTIPLE LOCATIONS			
	TREESCAPES		01/23/2025	4,680.00	105110
388339014	Invoice	TREE MAINTENANCE-HEATH RANCH PARK (EUC) 12/26/24			
388339015	Invoice	TREE MAINTENANCE-HEATH RANCH PARK (OAK) 12/26/24			
	AFLAC		01/30/2025	179.85	105111
700261	Invoice	JANUARY 2025 EMPLOYEE PREMIUMS			
	ALICE WISSING		01/30/2025	440.00	105112
01/10/25	Invoice	MINUTES FOR PLANNING COMMISSION MEETING 12/2/24			
	AMAZON CAPITAL SERVICES INC		01/30/2025	4,873.90	105113
11VX-DD4Y-LP7C	Invoice	VALENTINE CRAFT SUPPLIES FOR LIBRARY			
13CC-LHHL-WK11	Invoice	ZIP BOOKS-I.NAU			
14VY-XD1L-MLLP	Invoice	BOOKS FOR LIBRARY			
16R1-K3TP-3QTL	Credit Memo	BOOKS FOR LIBRARY			
177R-N6J7-J1YG	Invoice	ZIP BOOKS-N. PRATT			
17JP-KGQK-P1P6	Credit Memo	BOOKS FOR LIBRARY			
17LD-RN1D-VM6H	Invoice	BOOKS FOR LIBRARY			
17QY-P3PC-HPW4	Invoice	BOOKS FOR LIBRARY			
17TF-RM4X-76YC	Invoice	BOOKS FOR LIBRARY			
19F4-TJXC-4MWD	Invoice	ZIP BOOKS-A. STANFIELD			
19F4-TJXC-XQNY	Invoice	BOOKS FOR LIBRARY			
1CRK-47T9-DQFM	Invoice	BOOKS FOR LIBRARY			
1D19-4FQ9-G197	Invoice	NINTENDO GAMES, SWITCHES - LIBRARY OF THINGS			
1DFC-N4L4-NKVQ	Invoice	2 RUBBER TIRES FOR POOL EQUIPMENT			
1DXH-LKFX-3RP1	Invoice	BOOKS FOR LIBRARY			
1F9G-TXFD-VLGG	Credit Memo	BOOKS FOR LIBRARY			
1FYV-9RCV-V6GT	Invoice	TONER CARTRIDGES FOR LIBRARY			
1HW3-6T1Q-6KL6	Invoice	BOOKS FOR LIBRARY			
1JMW-N7RD-L4CJ	Invoice	CRAFT SUPPLIES FOR LIBRARY			
1K4N-V3QR-P1CW	Invoice	BOOKS FOR LIBRARY			
1KK1-G9MM-GYVD	Invoice	VACUUM CLEANER FOR AGE WELL PROGRAM			
1KT9-CN4F-794F	Invoice	BOOKS FOR LIBRARY			
1KYM-XKCC-TTN6	Invoice	2 WATER PITCHERS FOR COUNCIL CHAMBERS			
1MH9-CFG3-6HMW	Invoice	BOOKS FOR LIBRARY			
1MPQ-3XXJ-XLP9	Invoice	ZIP BOOKS-M. MOTLOW			
1NCR-6V91-7RVV	Credit Memo	BOOKS FOR LIBRARY			
1NXR-W1WX-KR3G	Invoice	BOOKS FOR LIBRARY			
1P7C-L6K6-T3MJ	Invoice	BOOKS FOR LIBRARY			
1Q71-99NC-46MD	Invoice	BOOKS FOR LIBRARY			
1QF3-KV6F-7KYF	Invoice	BOOKS FOR LIBRARY			
1QJ7-RVJR-3MKJ	Invoice	BOOKS FOR LIBRARY			
1RCG-VD11-4YPW	Invoice	STEEL CABLES FOR POOL			
1RRP-6414-4FHD	Invoice	BOOKS FOR LIBRARY			
1RWW-6YWY-61XK	Invoice	BOOKS FOR LIBRARY			
1TPQ-9KPV-96YK	Invoice	ZIP BOOKS-L. GRYBOWSKI			

1TQR-YYCM-9NTF	Credit Memo	BOOKS FOR LIBRARY			
1VL7-PM7Y-WNVK	Invoice	ZIP BOOKS-A. JENNINGS			
1VTD-JCCV-FY33	Invoice	FIRS AID SUPPLIES FOR POOL			
1X19-34HH-4PNF	Invoice	ZIP BOOKS-T.ALEXANDER			
1XLF-LLWJ-Q7NT	Invoice	2 BATTERY BACKUP SURGE PROTECTORS			
1YPM-L3WN-F4ML	Invoice	ZIP BOOKS-L.SMITH			
UNAPPLIED CASH	Credit Memo	UNAPPLIED CASH FROM 4/15/2024			
	Void		01/30/2025	-	105114
	Void		01/30/2025	-	105115
	BASIC		01/30/2025	152.40	105116
IN3338943	Invoice	JAN25 MONTHLY FSA AMDIN FEE			
	BEACON WEST ENERGY GROUP LLC		01/30/2025	375,143.60	105117
BWSI-20240397	Invoice	CONSTRUCTION SERVICES FOR PIPELINE ABANDONMENT			
	BIG GREEN CLEANING COMPANY		01/30/2025	5,050.00	105118
662769	Invoice	HOMELESS CLEAN UP @ CARP CREEK 11/21/24			
662771	Invoice	HOMELESS CLEAN UP @ CARP CREEK 11/20/24			
664332	Invoice	DEC24 PRESSURE WASH COMMUNITY POOL			
	BLACK GOLD COOPERATIVE LIBRARY SYSTEM		01/30/2025	19,463.28	105119
25-499	Invoice	FY24/25 Q3 REIMBURSABLE HOOPLA & HOTSPOTS			
25-502	Invoice	FY24/25 Q3 REIMBURSABLE HOOPLA & HOTSPOTS			
	BUREAU VERITAS NORTH AMERICA INC		01/30/2025	25,082.78	105120
RI 25001012	Invoice	DEC24 PLANC CHECK SERVICES			
RI 25001013	Invoice	DEC24 MONTHLY INSPECTOR SERVICES			
RI 25001014	Invoice	NOV-DEC24 MONTHLY PERMIT TECH SERVICES			
RI 25001015	Invoice	OCT-DEC24 ON-SITE INSPECTIONS			
	CALIFORNIA BUILDING STANDARDS COMMISSION		01/30/2025	391.50	105121
INV0006866	Invoice	FEE REMITTANCE FY25 Q2 OCT-DEC 2024)			
	CALIFORNIA DEPT OF TAX & FEE ADMIN		01/30/2025	4,710.00	105122
2024 SALES/USE TAX	Invoice	2024 SALES TAX RETURN			
	CANNON		01/30/2025	50,606.50	105123
90675	Invoice	DEC24 FORMER VENOCO PIPELINE ABANDONMENT			
90824	Invoice	DEC24 INSPECTION SERVICES 4675 CARPINTERIA AVE			
90825	Invoice	DEC24 VIA REAL STORMWATER PROJECT			
90826	Invoice	DEC24 INSPECTION SERVICES 4745 CARPINTERIA AVE			
	CANON FINANCIAL SERVICES INC		01/30/2025	1,249.52	105124
37555152	Invoice	JAN25 MAINT & SERVICE CANON PRINTERS			
	COASTAL VIEW NEWS		01/30/2025	1,030.00	105125
62014	Invoice	ABOP AD 1/9/25			
62015	Invoice	CITY COUNCIL RETREAT AD 1/9 & 1/16/25			
	DEMCO INC		01/30/2025	351.73	105126
INV40098956	Invoice	SUPPLIES FOR BOOK PROCESSING AT LIBRARY			
INV40155930	Invoice	SUPPLIES FOR BOOK PROCESSING AT LIBRARY			
	DEPARTMENT OF CONSERVATION		01/30/2025	2,223.94	105127
INV0006871	Invoice	FEE REMITTANCE FY25 (Q2 OCT-DEC 2024)			
	DOCUPRODUCTS		01/30/2025	134.81	105128
299859	Invoice	CANON DX4751I/C5760I COPIER METER 10/13/24-1/12/25			
	FILIPPIN ENGINEERING INC.		01/30/2025	38,122.50	105129
240501-09	Invoice	DEC24 2022 PAVEMENT REHABILITATION PROJECT			
	GRAINGER		01/30/2025	295.81	105130
9377074225	Invoice	DOOR CLOSER FOR PUBLIC WORKS BREAKROOM			
9377213690	Invoice	WATER/GAS SHUT OFF WRENCHES FOR PUBLIC WORKS			
	GUARDIAN		01/30/2025	8,572.89	105131
JAN25 PREMIUMS	Invoice	JAN25 PREMIUMS			
	INFOARMOR INC		01/30/2025	63.80	105132
6456Jan25	Invoice	JAN25 INDENTITY THEFT EMPLOYEE PREMIUMS			

	MISSION UNIFORM SERVICE		01/30/2025	516.15	105133
523109372	Invoice	TOWEL & MAT REPLACEMENT VETS HALL 1/13/25			
523109373	Invoice	TOWEL & MAT REPLACEMENT LIBRARY 1/13/25			
523109375	Invoice	TOWEL & MAT REPLACEMENT POOL 1/13/25			
523109376	Invoice	MAT REPLACEMENT, UNIFORM CLEANING 1/13/25			
523109377	Invoice	TOWEL & MAT REPLACEMENT CITY HALL 1/13/25			
523151682	Invoice	MAT REPLACEMENT, UNIFORM CLEANING 1/20/25			
523151683	Invoice	TOWEL & MAT REPLACEMENT CITY HALL 1/20/25			
	MNS ENGINEERS INC		01/30/2025	2,278.75	105134
88569	Invoice	DEC24 ENGINEERING SERVICES-4905 8TH ST			
	NGU DRONE PHOTOGRAPHY LLC		01/30/2025	460.00	105135
1029	Invoice	PUBLIC WORKS PROMOTION VIDEO 1/9/25			
	OVERDRIVE INC.		01/30/2025	39.19	105136
01352DA25011376	Invoice	JAN25 EBOOKS/AUDIOBOOKS FOR LIBRARY			
01352FS25014230	Invoice	JAN25 EBOOKS/AUDIOBOOKS FOR LIBRARY			
	PERMACOLOR INC		01/30/2025	109.00	105137
2501030	Invoice	SANDBLAST GATE BRACKET FOR LIBRARY			
	QUADIENT FINANCE USA INC		01/30/2025	500.00	105138
JAN25-7900 0440 8110 0954	Invoice	POSTAGE FOR CITY HALL 1/24/25			
	SO CA EDISON		01/30/2025	934.84	105139
JAN25 700163777874	Invoice	JAN25 ELECTRICITY-6145 CARPINTERIA AVE			
JAN25 700827247063	Invoice	JAN25 ELECTRICITY-5781 CARPINTERIA AVE PED PED			
	SOUTH COAST AQUATICS		01/30/2025	725.00	105140
INV0006875	Invoice	DEC24 VENTURA COUNTY CUP POLO PARTICIPATION			
	STAPLES ADVANTAGE		01/30/2025	421.57	105141
6021600173	Invoice	HP OFFICEJET 8015E PRINTER & TONER PUBLIC WORKS			
6021600175	Invoice	CLASSIFICATION FOLDERS FOR CDD			
6021696207	Invoice	2 CASES COPY PAPER			
6021696208	Invoice	2024 EMPLOYEE W-2 FORMS			
	TRANSAMERICA EMPLOYEE BENEFITS		01/30/2025	687.24	105142
2505602382	Invoice	JAN25 EMPLOYEE PREMIUMS			
	TRIPEPI SMITH AND ASSOCIATES INC		01/30/2025	11,000.00	105143
13962	Invoice	MILESTONE 2 OF STRATEGIC PLANNING			
	UNIQUE MANAGEMENT SERVICES INC		01/30/2025	65.00	105144
6134720	Invoice	DEC24 LOST LIBRARY BOOKS			
	VINCENT SEMONSEN		01/30/2025	930.00	105145
INV0006877	Invoice	AUG-NOV24 BIOLOGICAL SERVICES			
	WAXIE SANITARY SUPPLY		01/30/2025	2,043.49	105146
82983332	Invoice	BATH TISSUE, SOAP, DOG BAGS 1/17/25			
	WESTERN EXTERMINATOR COMPANY		01/30/2025	91.90	105147
72390057	Invoice	JAN25 PEST CONTROL AT VETS HALL 1/6/25			
	WEX BANK (CHEVRON)		01/30/2025	1,183.93	105148
102274379	Invoice	JAN25 FUEL FOR CITY VEHICLES			
	WSP USA INC		01/30/2025	10,040.60	105149
40134225	Invoice	GENERAL PLAN/COASTAL PLAN UPDATE THROUGH 12/31/24			
	EDD-SDI		01/23/2025	2,048.34	DFT0003408
PR02 1/23/25	Invoice	PR02 1/23/25 SDI TAX DEPOSIT			
	EDD-SIT		01/23/2025	6,955.64	DFT0003409
PR02 1/23/25	Invoice	PR02 1/23/25 PIT TAX DEPOSIT			
	CalPERS		01/23/2025	13,204.98	DFT0003410
1/4/25-1/17/25 PEPRA	Invoice	PEPRA RETIREMENT CONTRIBUTIONS 1/4/25-1/17/25			
	CalPERS		01/23/2025	14,137.51	DFT0003411
1/4/25-1/17/25 CLASSIC	Invoice	CLASSIC RETIREMENT CONTRIBUTIONS 1/4/25-1/17/25			

	INTERNAL REVENUE SERVICE		01/23/2025	21,040.88	DFT0003412
PR02 1/23/25	Invoice	PR02 1/23/25 FEDERAL TAX DEPOSIT			
	EDD-SIT		01/23/2025	11,250.00	DFT0003413
Q4 2024 UNEMPLOYMENT CHARG	Invoice	Q4 2024 UNEMPLOYMENT CHARGES			

City of Carpinteria

COUNCIL AGENDA STAFF REPORT
February 10, 2025

ITEM FOR COUNCIL CONSIDERATION

Closeout of Carpinteria Avenue Bridge Replacement Project- Clearing and Grubbing.

STAFF RECOMMENDATION

Staff recommends the City Council:

1. Authorize the Mayor to sign the Closeout Agreement and Release of Claims for the Carpinteria Avenue Bridge Replacement Project - Clearing and Grubbing with Mark Crane's Tree, Inc.
2. Authorize the City Manager to release the construction contract bonds after one year of acceptance of the work by the City in accordance with the warranty required by the construction contract.

Sample Motion: I move to:

1. Authorize the Mayor to sign the Closeout Agreement and Release of Claims for the Carpinteria Avenue Bridge Replacement Project - Clearing and Grubbing with Mark Crane's Tree, Inc.
2. Authorize the City Manager to release the construction contract bonds after one year of acceptance of the work by the City in accordance with the warranty required by the construction contract.

(This motion requires a roll call vote.)

BACKGROUND

In 2010, the City secured federal-aid funding from the Highway Bridge Program (HBP) for the replacement of the Carpinteria Avenue Bridge[1] over Carpinteria Creek. The HBP is a

[1] Carpinteria Avenue Bridge over Carpinteria Creek was built in 1937. In accordance with federal regulations, the California Department of Transportation (Caltrans) conducts inspections for the Carpinteria Avenue Bridge. Caltrans is responsible for inspecting over 12,000 State Highway bridges and approximately 12,200 bridges owned by local agencies. The Carpinteria Avenue Bridge is one of seven vehicular bridges maintained by the City. According to a bridge inspection report prepared by Caltrans in 2012, it is structurally deficient and hydraulically insufficient because it would not allow the 100-year flood, as currently defined, to pass under it.

reimbursement funding program in which 88.53 percent of participating costs are paid for with federal-aid funds and the remaining 11.47 percent is paid for by the local agency (i.e. City). The design (i.e. project approval, environmental document, and preliminary engineering), right-of-way (i.e. easement acquisitions and utility relocations), and construction phases of the project are programmed in the HBP. On August 26, 2024, the City Council received and filed the status of the Carpinteria Avenue Bridge Replacement Project and authorized the Public Works Director to advertise the Notice Inviting Bids for the clearing and grubbing work for the Carpinteria Avenue Bridge Replacement Project.

On November 25, 2024, the City Council awarded the construction contract to Mark Crane's Tree, Inc. in the Total Base Bid amount of $120,000. On December 2, 2024, the Notice of Award was issued to Mark Crane's Tree, Inc. to begin the process of executing the construction contract including furnishing the required performance bond, payment bond, and certificates of insurance and insurance endorsements. Staff confirmed the construction contract was fully executed and issued the Notice to Proceed to Mark Crane's Tree, Inc. for starting construction on January 6, 2025.

The purpose of this agenda matter is for the City Council to authorize the Mayor to sign the Closeout Agreement and Release of Claims for the Carpinteria Avenue Bridge Replacement Project- Clearing and Grubbing with Mark Crane's Tree, Inc; and authorize the City Manager to release the construction contract bonds after one year of acceptance of the work by the City in accordance with the warranty required by the construction contract.

DISCUSSION

The following table summarizes the breakdown of the funding sources for the total construction budget:

Funding Summary	
Capital Improvement Projects Fund	$132,000
Total Funding	**$132,000**

The following table summarizes the actual costs:

Cost Summary	
Construction Contract (Total Base Bid)	$120,000
Construction Contract Contingency	$12,000
Contract Change Orders	$0
Total	$132,000
Budget Over/(Under)	**$0**

The Public Works Director finds the work as being in conformance with the contract documents and determined the construction was completed on January 17, 2025. Therefore, staff recommends for the City Council to authorize the Mayor to sign the Closeout Agreement and Release of Claims as shown as Attachment A.

POLICY CONSISTENCY

The Carpinteria Avenue Bridge Replacement Project is included in the City's Capital Improvement Program/Development Impact Fee Program and is consistent with the following goals and policy statements in the Circulation Element of the General Plan and Local Coastal Plan:

- The City shall strive to improve vehicular and pedestrian overcrossings of the freeway and the various creeks while respecting their habitat value and sensitivity. (C-1b).
- Support the preservation of creeks and their corridors as open space, and maintain and restore riparian habitat to protect the community's water quality, wildlife diversity, aesthetic values, and recreation opportunities (OSC-6a).
- Protect and restore degraded creeks on City-owned land where protection and restoration does not interfere with good flood control practices (OSC-6b).

The purpose of the Circulation Element is to designate an efficient system of streets and highways that will provide adequate linkages between land uses. The Circulation Element complements the Land Use Element by contributing to the achievement of the economic, physical, and social goals of the community. Circulation and infrastructure needs are typically granted high priority in municipal capital budgets.

The project has also previously been found to be consistent with the City's Creeks Preservation Program, including Policy 2.10 and Implementation Measure 2.10.2, which promote the aquatic and riparian habitats of Carpinteria Creek for restoration through both public and private efforts.

Finally, the Carpinteria Avenue Bridge Replacement Project is currently programmed in the Fiscal Year 2024/25 Capital Improvement Program Budget.

FINANCIAL CONSIDERATIONS

No Additional Funding Requested.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

In accordance with the contract documents, the Closeout Agreement and Release of Claims is required for the projects to be closed out.

OPTIONS

1. Authorize the Mayor to sign the Closeout Agreement and Release of Claims for the Carpinteria Avenue Bridge Replacement Project- Clearing and Grubbing with Mark Crane's Tree, Inc.; and authorize the City Manager to release the construction contract bonds after one year of acceptance of the work by the City

in accordance with the warranty required by the construction contract. (Staff Recommendation)

2. The City Council could choose to not approve the recommendation and direct staff as determined appropriate. However, federal-aid reimbursement would be delayed.

PRINCIPAL PARTIES EXPECTED AT MEETING

There are no principal parties expected at the meeting.

ATTACHMENTS

Attachment A: Closeout Agreement and Release of Claims

Staff contact:
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

Closeout Agreement and Release of Claims

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CLOSEOUT AGREEMENT AND RELEASE OF CLAIMS

THIS AGREEMENT AND RELEASE OF CLAIMS (Agreement) is made in Carpinteria, California, this 10th day of February, 2025, by and between the City of Carpinteria, (Owner), and Mark Crane's Tree, Inc. (Contractor).

KNOW ALL PERSONS BY THESE PRESENTS:

1. That the undersigned, as the authorized representative of Contractor, and for each of its successors, assigns and partners, for and in consideration of One Hundred Twenty Thousand Dollars and Zero Cents ($120,000.00), for the original Contract amount, does release and forever discharge Owner, and each of its successors, assigns, council members, officers, agents, servants, volunteers and employees, from any and all rights, claims, causes of action, demands, debts, obligations, liabilities, actions, damages, costs and expenses (including but not limited to attorneys', paralegal and experts' fees, costs and expenses) and other claims, which may be asserted against Owner by reason of any matter or thing which was the subject matter of or basis for:

    A. The performance of all terms and conditions of that certain agreement dated November 25, 2024, for Owner, project described as Carpinteria Avenue Bridge Replacement Project-Clearing and Grubbing.

2. Nothing contained in this Agreement shall waive or alter the rights, privileges, and powers of Owner or the duties, liabilities and obligations of Contractor and its surety(ies) in respect to any portion of the Contract.

3. Owner has received the following claims from Contractor: None. Except as expressly provided in this section, Owner has received no other claims from Contractor.

4. Upon execution of this Agreement, Owner agrees to promptly record a Notice of Completion with the Santa Barbara County Recorder.

5. Contractor and Owner agree that the total adjusted Contract Price and time of performance after the execution of change orders, is as follows:

Original Contract Price	$120,000.00
Original Working Days	20 days
Adjusted Contract Price	$120,000.00
Adjusted Working Days	20 days

6. The current amount owing to Contractor is:

Adjusted Contract Price:		$120,000.00
Less:	Amount Previously Paid (Request No. 1)	$(114,000.00)
	Retention	$(6,000.00)
BALANCE:		$0.00

The retention will be released to Contractor at the expiration of thirty-five (35) calendar days after the date of recording a Notice of Completion with the Santa Barbara County Recorder or when all stop notices have been released, whichever last occurs. The release provided pursuant to this Agreement shall not apply to Contractor's right to the retention amount until and to the extent such amounts are received by Contractor.

7. It is understood and agreed by Contractor that the facts with respect to which the release provided pursuant to this Agreement is given may turn out to be other than or different from the facts as now known or believed to be, and Contractor expressly assumes the risk of the facts turning out to be different than they now appear,

and agrees that the release provided pursuant to this Agreement shall be, in all respects, effective and not subject to termination or rescission by any such difference in facts and Contractor expressly waives any and all rights it has or may have under California Civil Code Section 1542, which provides as follows:

> "A general release does not extend to claims which the creditor does not know or suspect to exist in its favor at the time of executing the Release which if known by it must have materially affected its settlement with the debtor."

8. The release made by Contractor is not to be construed as an admission or admissions of liability and Contractor denies any such liability. Contractor agrees that it will forever refrain and forebear from commencing, instituting or prosecuting any lawsuit, action or other proceeding against Owner based on, arising out of, or in any way connected with the subject matter of this release.

9. Except as specifically provided in this Agreement, the Contractor releases Owner from all claims, including but not limited to those of its Subcontractors for all delay and impact costs, if any.

10. The Contractor represents and warrants to Owner that Contractor has not assigned or transferred or purported to assign or transfer to any person, firm, corporation, association or entity any of the rights, claims, warranties, demands, debts, obligations, liabilities, actions, causes of action, damages, costs, expenses and other claims and Contractor agrees to indemnify and hold harmless Owner, its successors, assigns, council members, officers, agents, servants, volunteers and employees, from and against, without limitation, any and all rights, claims, warranties, demands, debts, obligations, liabilities, actions, causes of action, damages, costs, expenses and other claims, including but not limited to attorneys', paralegal and experts' fees, costs and expenses arising out of or connected with any such assignment or transfer or purported assignment or transfer.

11. The parties acknowledge that they have been represented by counsel of their own choice in connection with the preparation and execution of this Agreement. The parties acknowledge and represent that they understand and voluntarily consent and agree to each and every provision contained in this Agreement.

12. The persons executing this Agreement represent and warrant to the other party that the execution and performance of the terms of this Agreement have been duly authorized by all individual, corporate, partnership, or other entity requirements and that such persons have the right, power, legal capacity and authority to execute and enter into this Agreement.

13. The parties further acknowledge and represent that no promise, inducement or agreement, not expressed in this Agreement, have been made and that, with respect to the matters considered, this Agreement contains the entire agreement among the parties and that the terms of the Agreement are contractual and not a mere recital.

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
a Municipal Corporation

By_____
Mayor

APPROVED AS TO CONTENT:

_____
John L. Ilasin, City Engineer

ATTEST:

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

CONTRACTOR

By_____

_____
Title

City of Carpinteria

COUNCIL AGENDA STAFF REPORT
February 10, 2025

ITEM FOR COUNCIL CONSIDERATION

Agreement for Joint Use of Carpinteria Unified School District Athletic Facilities.

STAFF RECOMMENDATION

1. Authorize the City Manager to execute the Agreement for Joint Use of Carpinteria Unified School District Athletic Facilities.

2. Find that the execution of the Agreement for Joint Use of Carpinteria Unified School District Athletic Facilities is exempt from CEQA pursuant to Sections 15060(c)(2), 15060(c)(3), and 15061(b)(3) of the CEQA Guidelines.

Sample Motion: I move to (1) approve the Agreement for Joint Use of Carpinteria Unified School District Athletic Facilities and (2) find that this is exempt from CEQA pursuant to Sections 15060(c)(2), 15060(c)(3), and 15061(b)(3) of the CEQA Guidelines.

BACKGROUND

On October 25, 2004, the City and the Carpinteria Unified School District ("District") entered into a 20-year Agreement for Joint Development and Use of New Outdoor Athletic Facilities at Carpinteria Middle School ("2004 Agreement") (Attachment B) for purposes of jointly developing and operating athletic facilities ("Facilities") at the District's middle school campus. As further set forth in the 2004 Agreement and the Staff Report for that Agreement (Attachment C), the parties entered into the 2004 Agreement in part because City staff had identified a grant opportunity, known as "The State Urban Parks and Healthy Communities Program", which provided grants for the acquisition and development of properties for active recreational purposes (i.e. soccer, baseball, football, etc.). The grant was available to local governments, but not school districts. Also, in order to have a successful grant application, the City had to have some connection to, or interest in, the property designated for the development. In light of all of this, the City and the District decided to partner together via the 2004 Agreement so that the City could apply for the grant funding and ultimately jointly develop Facilities with the District on the District's property. The parties intended that, if built, the Facilities would generally be available to

the District during normal school hours and to the public at large during non-school hours, unless the District desired to host District programming (e.g., sports practices) during non-school hours.

From and after the execution of the 2004 Agreement, the City and the District pursued funding for the joint development of Facilities and continued to meet and plan for joint development. Then, on May 12, 2008, the City Council authorized the City Manager to execute the Memorandum of Understanding Regarding Development of Carpinteria Middle School Site for Joint Recreational Use ("2008 MOU") with the District, through which the parties further defined and agreed on terms related to development of Facilities at the middle school, including project funding responsibilities, construction management and public bidding procedures (Attachment D). The 2008 MOU was designed to complement the 2004 Agreement and outlined that the City and District would work together to "jointly develop property for community and educational use, through the construction of outdoor athletic facilities, including a jogging track, a turf field, basketball courts and tennis courts". The parties thereafter proceeded to construct a track, turf field, basketball courts, and tennis courts at the middle school.

Since the Facilities opened, the parties have jointly used the Facilities under the 2004 Agreement and 2008 MOU. However, due to rising safety concerns at schools, the District constructed a fence around the middle school track, field and basketball courts. Members of the public are currently unable to utilize the track, field and basketball courts due to the fencing. The tennis courts are also fenced but have two points of entry, one from the campus and the other from the parking lot. This allows the District to secure the campus while allowing members of the public to utilize the tennis courts during non-school hours and on school breaks. Simultaneously, the high school track, field and two half-court basketball courts remain open and accessible for use by the community, but no formal agreement outlining community access to these amenities has been created.

Given that the 2004 Agreement expired on October 25, 2024, the City and the District desire to enter into the Agreement for Joint Use of Carpinteria Unified School District Athletic Facilities ("Agreement") (Attachment A) for joint use of the Facilities at the middle school. Additionally, the Agreement provides for joint use of the track, field and two half-court basketball courts at the District's high school campus, which helps mitigate the current unavailability of the track, field and basketball courts at the middle school. The use of the Carpinteria Community Pool by the District is outlined in a separate use agreement.

On January 27, 2025, the CUSD Joint Use Agreement was presented to the City Council as part of the consent calendar. The City Council requested that the item be removed and scheduled as a discussion item at a future meeting to allow for further review before approving the agreement. Staff was also directed to prepare a presentation on the Agreement (Attachment E) for the upcoming discussion.

DISCUSSION

The City and the District desire to enter into the Agreement to agree on the terms and conditions governing shared use of the Facilities at the District's middle and high school campuses. The proposed Agreement sets forth various terms and conditions applicable to the shared use, including priority of use, maintenance, insurance and indemnification. Below is a summary of some of the key terms, all as set forth in more detail in the Agreement.

Term

- 5 years, subject to automatic renewals unless terminated earlier.

Schedule

- District has use rights during school hours.
- District has the right to conduct programming (e.g., sports leagues) during non-school hours.
- City has use rights during non-school hours (generally 3 p.m. and continue until 7 p.m. or later on weekdays and all day on weekends and during school breaks), subject to any District programming.

Future Programming

- Currently, during the City's use times, the City makes the Facilities available for public use (although the City's AgeWell program offers free pickleball play and lessons on Wednesday and Friday mornings in the summer).
- In the future, the City may develop and operate additional City programming (e.g., sports leagues) at the Facilities, as further set forth in the Agreement.

Additional terms and conditions are set forth in the Agreement.

POLICY CONSISTENCY

This Council agenda item aligns with City Council Primary Goal #4: Strengthen collaboration with community institutions.

FINANCIAL CONSIDERATIONS

No additional funding is being 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 Attorney's Office has been working closely with staff on this matter and will be available at the City Council meeting to answer any questions.

OPTIONS

1. Approve staff recommendation as listed.
2. Approve staff recommendation with amendment(s).
3. Do not approve staff recommendation and provide direction to staff as desired.

PRINCIPAL PARTIES EXPECTED AT MEETING

None.

ATTACHMENTS

Attachment A:	Agreement for Joint Use of Carpinteria Unified School District Athletic Facilities
Attachment B:	Agreement for Joint Development & Use of New Outdoor Athletic Facilities at Carpinteria Middle School 2004
Attachment C:	October 25, 2004 Staff Report for Agreement for Joint Development & Use of New Outdoor Athletic Facilities at Carpinteria Middle School
Attachment D:	MOU Regarding Development of Carpinteria Middle School Site for Joint Recreational Use
Attachment E:	Presentation of the Agreement for Joint Use of Carpinteria Unified School District Athletic Facilities

Staff contact: Jeanette Gant, Director, Parks, Recreation & Community Services
(805) 684-5405, 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

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

for

Signature

ATTACHMENT A

BOARD APPROVED
DATE: 01/14/2025

AGREEMENT FOR JOINT USE OF CARPINTERIA UNIFIED SCHOOL DISTRICT ATHLETIC FACILITIES

This Agreement for Joint Use of Carpinteria Unified School District Athletic Facilities ("Agreement") is entered into this 14 day of January, 2025 ("Effective Date") by and between the Carpinteria Unified School District, a California public school district (hereinafter "District"), and the City of Carpinteria, a political subdivision of the State of California (hereinafter "City") with regard to the following recitals:

RECITALS

A. **WHEREAS**, there is a high unmet demand in the Carpinteria area for athletic facilities to benefit the local community;

B. **WHEREAS**, the joint use of the District's athletic facilities would help address the unmet needs of community for active recreation;

C. **WHEREAS**, the Carpinteria Middle School's downtown location, adjacent to the existing joint use middle school gymnasium and Carpinteria Community Pool, with available support facilities including locker rooms, showers and bathrooms, is the most ideal location for shared recreational facilities, although the Carpinteria High School also provides an opportunity for shared recreational facilities;

D. **WHEREAS**, the joint use of such facilities would benefit District students, Carpinteria Valley and City residents, and community visitors to improve participation in active recreation and enhance community health and welfare;

E. **WHEREAS**, Education Code §§ 10900 et seq. authorize and empower public school districts and municipalities to enter into cooperative agreements for the joint planning, development, and use of recreational facilities for the benefit of the community;

F. **WHEREAS**, the City and the District recognize that a joint use agreement for the provision of these Facilities is a highly efficient means of allocating limited financial resources for such projects;

G. **WHEREAS**, the City and the District previously entered into a joint use agreement dated as of October 26, 2004 ("Prior Agreement") under the authority set forth in Education Code §§ 10900 et seq. and jointly applied for funding to develop certain facilities;

H. **WHEREAS**, said facilities have now been developed, and the District and the City have a proven and highly successful record of shared use and joint recreational ventures at such facilities, which benefit youth and the community at large; and

I. **WHEREAS**, the District and the City desire to establish a basis for the cooperative use of all facilities, pursuant to the terms and conditions set forth herein.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants contained herein, the parties hereby agree as follows:

A. SCOPE

1. As of the Effective Date hereof, the following District facilities are available for shared-use, all subject and pursuant to the terms and conditions set forth herein: Carpinteria Middle School Tennis Courts, Carpinteria High School track, field and two half-court basketball courts ("Facilities"). From and after the Effective Date hereof, the District shall endeavor to make additional facilities available for shared recreational use. If any such additional facilities become available for shared recreational use, the City and District may execute an addendum or amendment to bring said facilities within the scope of this Agreement.

2. The parties hereby agree that the City may use and open the Facilities to the public at no cost fees for community use during non-school hours, which during the District's academic year will normally be all-day on weekends and during the District's summer, winter, spring, or other breaks will normally be all-day on weekdays and weekends, but in either case will exclude hours of District-sponsored use (e.g., sports tournaments) during which the District requires exclusive use of the Facilities. Notwithstanding the foregoing, the Carpinteria Middle School Tennis Courts will also be available after school at 3 pm during the weekday during the District's academic year.

B. OPERATION OF FACILITIES

1. General.

(a) The Facilities shall be used for outdoor active recreation and athletic purposes. Subject to the limitations specified herein, the Facilities will generally be used (i) by the District during school hours and (ii) by the City during non-school hours for public outdoor recreation. In furtherance of the foregoing, the District shall leave the Facilities unlocked and publicly accessible during non-school hours. The District expressly acknowledges and agrees it is voluntarily leaving the Facilities unlocked and publicly accessible during non-school hours and assumes all risks related to the same. Further, by August 15 each year, the District shall provide the City with a copy of the District's school calendar, which shall inform the City of the District's school hours for the forthcoming year.

(b) For purposes of overseeing the operations, scheduling and maintenance of the Facilities, the parties' representatives, which are currently the City's Parks, Recreation and Community Services Director and the District's Asst. Superintendent of Business, respectively, will meet annually within fifteen (15) days of the date the District's school calendar is delivered to the City (unless a different meeting date is agreed to in writing by the parties) to review specific policies and programs pertaining to the use and maintenance of the Facilities in conformity with this Agreement.

(c) During the term of the Agreement, the Facilities shall not be converted to any use other than their current use as recreational facilities.

(d) Each party shall be responsible for supervision of its own activities. To the extent the City makes the Facilities available for general public use (without providing any City-sponsored programming), such use will not be staffed or supervised by City or District staff, and signage shall be posted by the District that such public use is at the public's sole risk.

2. Future Programming. The City intends and desires to develop City programming to operate out of the Facilities located at Carpinteria Middle School (including, specifically, the gym), which the City shall have the right to do under this Agreement. In such a case, the City and the District shall meet and confer in good faith to discuss the same and to amend this Agreement as necessary (if at all) to provide for the same. Further, any such use would be subject to the priorities of use set forth below:

(a) The Facilities will be reserved for school use by the District during school hours.

(b) To the extent the District and the City offer jointly sponsored after-school programming, which they may agree to do as part of this Agreement, the Facilities shall be reserved for such use at the scheduled times agreed upon by the parties, provided that such use will have second priority to District-sponsored use.

(c) The Facilities will generally be available for use by the City for City-sponsored activities or open public outdoor recreation during non-school hours. For clarity, the City's use shall have third priority, with District-sponsored use being first priority and jointly-sponsored use (if any) being second priority.

C. MAINTENANCE OF FACILITIES

1. Ownership of Facilities. The parties acknowledge and agree that all permanently constructed Facilities are the property of the District.

2. General Maintenance. At all times, the District shall operate and maintain the Facilities in accordance with all applicable federal, state, and local laws, rules and regulations and ensure appropriate and safe use, appearance and longevity thereof.

3. Trash Disposal. The City shall be responsible for trash disposal at the Facilities during the District's summer, winter, spring, or other breaks (per the District's school calendar), while the District shall be responsible for trash disposal at the Facilities the remainder of the year.

4. Equipment Maintenance. The District shall provide and maintain recreation equipment at its discretion relating to District-sponsored programs. The City shall provide recreational equipment at its discretion for City sponsored recreation programs and may, at its own expense and with the permission of the District, install other recreation materials which shall become the property and responsibility of District upon installation.

5. Damage and Destruction. In the event that any damage is caused to the Facilities, the District, at its sole cost and expense, will undertake all necessary repairs, as reasonably determined necessary in the District's discretion, except that, in the event the damage is caused by the City or in connection with City-sponsored programming, as evidenced by supporting documentation reasonably acceptable to the City, the District will subsequently invoice the City such cost. The City shall reimburse the District in full for all undisputed expenses within thirty (30) days of receiving the invoice.

D. TERM AND RENEWAL PROVISIONS

1. Term. Commencing on the Effective Date hereof, the term of this Agreement shall be five (5) years and shall thereafter automatically renew on an annual basis, unless earlier terminated.

2. Termination. Either Party may terminate this Agreement for convenience, meaning any reason or no reason, upon thirty (30) days written notice to the other Party. Either Party may terminate this Agreement for cause, meaning if the other Party breaches or defaults on its obligations hereunder, effective immediately upon written notice to the other Party. Any termination of this Agreement shall in no event be construed as a termination of the Lease

E. INSURANCE AND INDEMNIFICATION

1. By City. To the fullest extent permitted by law, the City shall defend, indemnify, and hold the District and any of its officials, directors, employees and agents harmless from and against any and all liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including attorneys' fees and costs, court costs, interest, defense costs and expert witness fees) ("Claims") to the extent arising from, arising out of, pertaining to, relating to or in connection with (1) the use of the Facilities by the City or anyone acting by or through the City; (2) any breach of this Agreement by the City or anyone acting by or through the City; (3) the negligence or willful misconduct of the City or anyone acting by or through the City; (4) any act or omission by the City or anyone acting by or through the City related to the performance of its obligations under this Agreement; and (5) any Claims brought by third parties arising out of the City's activities under this Agreement, except to the extent the Claims arise out of, pertain to, or relate to the District's gross negligence, willful misconduct, or breach of this Agreement. In the event of any Claim, the District shall provide the City with written notice of such Claim. The City shall have the right to assume the defense of the Claim with counsel of its choice, subject to the prior written consent of the District, which shall not be unreasonably withheld. The City shall not settle any Claim without the prior written consent of the District, which consent shall not be unreasonably withheld or delayed.

2. By District. To the fullest extent permitted by law, the District shall defend, indemnify, and hold the City and any of its officials, directors, employees and agents harmless from and against any and all Claims to the extent arising out of, pertaining to, relating to or in connection with (1) the use of the Facilities by the District or anyone acting by or through the District; (2) any breach of this Agreement by the District or anyone acting by or through the District; (3) the negligence or willful misconduct of the District or anyone acting by or through the District; (4) any act or omission by the District or anyone acting by or through the District related to the performance of its obligations under this Agreement; and (5) any Claims brought by third parties arising out of the District's activities under this Agreement, except to the extent the Claims arise out of, pertain to, or relate to the City's gross negligence, willful misconduct, or breach of this Agreement. In the event of any Claim, the City shall provide the District with written notice of such Claim. The District shall have the right to assume the defense of the Claim with counsel of its choice, subject to the prior written consent of the City, which shall not be unreasonably withheld. The District shall not settle any Claim without the prior written consent of the City, which consent shall not be unreasonably withheld or delayed.

3. Survival. The indemnification obligations herein shall be in addition to, and not in lieu of, any other rights or remedies available to the parties at law or in equity and shall survive the termination or expiration or earlier termination of this Agreement.

F. GENERAL PROVISIONS

1. Dispute Resolution. Any dispute with respect to this Agreement shall be reduced to writing and delivered to the other party within thirty (30) days of the event leading to the dispute. The parties shall meet and confer within ten (10) days of receipt of a written notice of a dispute and shall make a good faith effort to resolve the dispute. If the parties cannot come to a mutually acceptable resolution within forty-five (45) days of commencing meet and confer, either party may request that the dispute be submitted to non-binding mediation. In the event that the parties cannot agree on a mediator, each party shall each select a mediator, and the selected mediators shall select and agree to a qualified neutral third party who shall then mediate the dispute as the sole mediator. All costs, fees, and expenses of the mediator, and the mediation, shall be shared equally by the parties. In the event that a dispute remains unresolved after mediation, either party may proceed with litigation.

2. Further Assurances. The City and the District 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.

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 the City:

City of Carpinteria
City Hall
5775 Carpinteria Avenue
Carpinteria, CA 93013
Attn: Michael Ramirez, City Manager
P: (805) 684-5405

To the District:
Attn: Asst. Superintendent, Business Services
Carpinteria Unified School District
1400 North Linden Avenue
Carpinteria, CA 93013
P: (805) 684-4511

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.

4. Legal Responsibilities. Each party will at all times observe and comply with all applicable laws and regulations. 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 the parties.

5. 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. The parties shall comply with all local, state, and federal laws relating to equal employment opportunity rights.

6. Assignment. Neither party may assign this Agreement.

7. Amendments. This Agreement may not be modified except by written instrument executed by the parties.

8. 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.

9. Force Majeure. Neither the District nor the 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.

10. 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.

11. Controlling Law. The City and the District 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. 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.

13. 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, including without limitation the Prior Agreement and any other agreement related to the development or use of the Facilities. 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.

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

[SIGNATURES ON NEXT PAGE]

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date.

"CITY"

CITY OF CARPINTERIA,
a political subdivision of the State of California

By:_____
Michael Ramirez, City Manager

APPROVED AS TO FORM:

By:_____
Jena Shoaf Acos, on behalf of
Brownstein Hyatt Farber Schreck, LLP
Acting as City Attorney of the City of Carpinteria

ATTEST:

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

"DISTRICT"

CARPINTERIA UNIFIED SCHOOL DISTRICT,
a California public school district

By: Diana J Rigby
Diana Rigby, District Superintendent
1.14.2025

ATTACHMENT B

AGREEMENT FOR JOINT DEVELOPMENT AND USE OF NEW OUTDOOR ATHLETIC FACILITIES AT CARPINTERIA MIDDLE SCHOOL

This Agreement is entered into this 26 day of October by and between the Carpinteria Unified School District, a political subdivision of the State of California (hereinafter "District"), and the City of Carpinteria, California, a general law city (hereinafter "City") with regard to the following recitals:

WHEREAS, Education Code §§ 17051(a) and 35275 and Government Code §§ 6500 *et seq.* authorize and empower public school districts and municipalities to enter into cooperative agreements for the joint planning, development, and use of recreational facilities for the benefit of the community, and

WHEREAS, District and City have a proven and highly successful record of joint recreational ventures, including the Carpinteria Middle School gymnasium and adjacent Carpinteria Community Pool which benefit youth and the community at large, and

WHEREAS, there is a high unmet demand for additional outdoor athletic facilities to benefit underserved youth in the community as well as others in the downtown Carpinteria area, and

WHEREAS, the Carpinteria Middle School downtown location, adjacent to the existing joint use middle school gymnasium and Carpinteria Community Pool bathhouse, with available support facilities including locker rooms, showers and bathrooms to serve the project, is an ideal location, and

WHEREAS, the joint development of outdoor basketball courts, lighted tennis courts and a multipurpose turf playfield with athletic track will substantially address the unmet needs of community youth for active recreation, and

WHEREAS, the joint development of such facilities, to be made available for joint school and community use, will benefit District students, Carpinteria Valley and City residents, and community visitors to improve participation in active recreation and enhance community health and welfare, and

WHEREAS, the City and the District recognize that a joint planning, development, and use agreement for the provision of these facilities is a highly efficient means of allocating limited financial resources for such projects.

NOW THEREFORE, THE PARTIES HEREBY AGREE AS FOLLOWS:

A. SCOPE

1. Subject to available funding, City and the District shall cooperatively plan, develop and operate four outdoor basketball courts, two lighted tennis courts, and a multipurpose athletic field, including athletic track, suitable for youth soccer at the Carpinteria Middle School (hereafter "Facilities")

2. The Facilities will be made available for use by the public, when not needed for school outdoor athletic purposes, at no cost or low fees which will not deter public use.

3. A joint use committee, as hereinafter prescribed, consisting of representatives of City and District, will be appointed to implement and administer this Agreement, including making recommendations regarding facility scheduling, community priorities and maintenance and operation of the Facilities.

B. JOINT PLANNING AND DEVELOPMENT

1. City and District shall jointly select an architect to prepare plans for the new facilities conforming to the requirements of the Division of the State Architect, which regulates school facility construction. The architect shall be experienced in public school construction. The location of the new Facilities shall be determined based upon keeping impacts to the educational programs at the school to a minimum, as well as achieving optimal community access and benefit.

2. During the planning process, District and City will provide local residents with the broadest possible opportunity to participate in the planning process. This shall include at least three public meetings to receive public comments on Facility attributes and design. Additionally, the selected architect and staff of each agency shall provide regular planning updates at City Council and Board of Trustee meetings respectively, at which public review and input will be solicited.

3. The responsibility for preparing designs, specifications, bidding, supervision of work and construction administration shall be defined pursuant to the terms of a separate Joint Facilities Development Agreement in accordance with applicable law to be approved by both agencies.

C. OPERATION OF FACILITIES

1. The Facilities shall be used for outdoor active recreation and athletic purposes. Subject to the limitations specified herein, the Facilities will generally be used by District during the school year during school hours, and used by the City at other times for public outdoor recreation.

2. For purposes of overseeing the operations, scheduling and maintenance of the Facilities, a Joint Use Committee shall be established as follows: District and City shall each appoint one representative from each agency. The Joint Use Committee will develop specific policies and programs pertaining to the use and maintenance of the Facilities in conformity with the principles contained in this Agreement, which shall be submitted to each agency and updated on no less than an annual basis for review and approval by City Council and Board of Trustees. Prior to approval of Joint Use Committee recommendations by each agency, there shall be provided a broad opportunity for input by community youth organizations and the public. In addition, the Joint Use Committee, which shall meet as often as necessary to carry out the intent of this Agreement, will bring recommendations before both agencies concerning the resolution of any issues which arise in connection with carrying out the intent of this Agreement.

3. The following general principles shall apply and govern the use of the project Facilities and are intended to be implemented to the fullest extent feasible by the Joint Use Committee.

a. The Facilities will be reserved for school use by the District during all school hours throughout the academic year. The Facilities will generally be available for use by City for public outdoor recreation during non-school hours, normally beginning at 3p.m. and continuing until 7 p.m. or later on weekdays and during weekends. In addition, use of the Facilities by District at other times than those specified above for District-sponsored activities will be permitted to occur in accordance with District requirements. Jointly sponsored after school programming that may be provided by District and City will have next priority after District use, when such programs are in effect.

b. The Joint Use Committee will develop schedules for the use of the Facilities giving priority after District and joint City-District programming, to City recreation programs. Next priority shall be given to other organized community recreation providers, youth groups and the general public.

c. Every reasonable attempt will be made to avoid scheduling conflicts.

d. City and District (for non-school day use) shall submit written use requests in advance according to protocols to be formulated by the Joint Use Committee.

e. The Joint Use Committee shall establish a master calendar for Facility usage.

f. The Joint Use Committee shall work with the District to insure that the Civic Center Fee Schedule used by the District over these Facilities shall be designed to avoid deterring Facility use by the underserved.

D. MAINTENANCE OF FACILITIES

1. All permanently constructed facilities shall become the property of District.

2. At all times, Facilities shall be adequately maintained to ensure appropriate and safe use, appearance and longevity.

3. Each party shall be responsible for staffing and supervision of its own activities. The Joint Use Committee will be responsible for development of policies and procedures to assure that organizations wishing to schedule the use of the Facilities have adequate supervision and staffing at all times to ensure the safety of the participants and proper use of the Facilities, as well as meeting appropriate insurance and other requirements.

4. The City shall be responsible for maintenance of the lighted tennis courts during the term of this agreement, while District shall be responsible for the maintenance of all other portions of the Facilities.

5. The District shall provide and maintain recreation equipment at its discretion relating to those Facility activities normally used for school purposes (except lighted tennis courts). City shall provide recreational equipment at its discretion for City sponsored recreation programs and may, at its own expense and with the permission of the District, install other recreation materials which shall become the property of District upon installation.

6. The City shall pay all operational costs for the lighted tennis courts. The District shall pay all operational costs for all other portions of the project.

E. TERM AND RENEWAL PROVISIONS

The term of this Agreement shall be twenty (20) years, which may be extended by written agreement between the parties. During the term of the Agreement, the project Facilities shall not be converted to any use that interferes with the athletic and recreational value of the Facilities.

F. INDEMNIFICATION

City shall defend, indemnify, and hold District harmless from any and all claims, demands, actions or damages arising out of City's use of District Facilities to which District may be subjected as a direct consequence of this Agreement, except for those claims, demands, actions, or damages resulting from the sole negligence of District, its officers, agents and employees.

District shall defend, indemnify, and hold City harmless from any and all claims, demands, actions or damages arising out of District's use of City Facilities to which City may be subjected as a direct consequence of this Agreement, except for those claims, demands, actions, or damages resulting from the sole negligence of City, its officers, agents and employees.

G. ENTIRE AGREEMENT

This Agreement sets forth the entire agreement and understanding of the parties; any modification must be executed in writing by both parties.

H. NOTICES

Any notices to be given under this Agreement shall be as follows:

Carpinteria Unified School District
Carpinteria Unified School District Superintendent
1400 Linden Avenue
Carpinteria, CA 93013

City of Carpinteria
City Manager
City of Carpinteria
5775 Carpinteria Avenue
Carpinteria, CA 93013

Any and all notices between the parties provided for or permitted under this Agreement or by law shall be in writing and shall be deemed duly served when personally delivered to one of the parties or deposited in the United States mail, postage prepaid, addressed to such party as stated above or as may be modified in writing as provided above.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first hereinabove written.

Carpinteria Unified School District

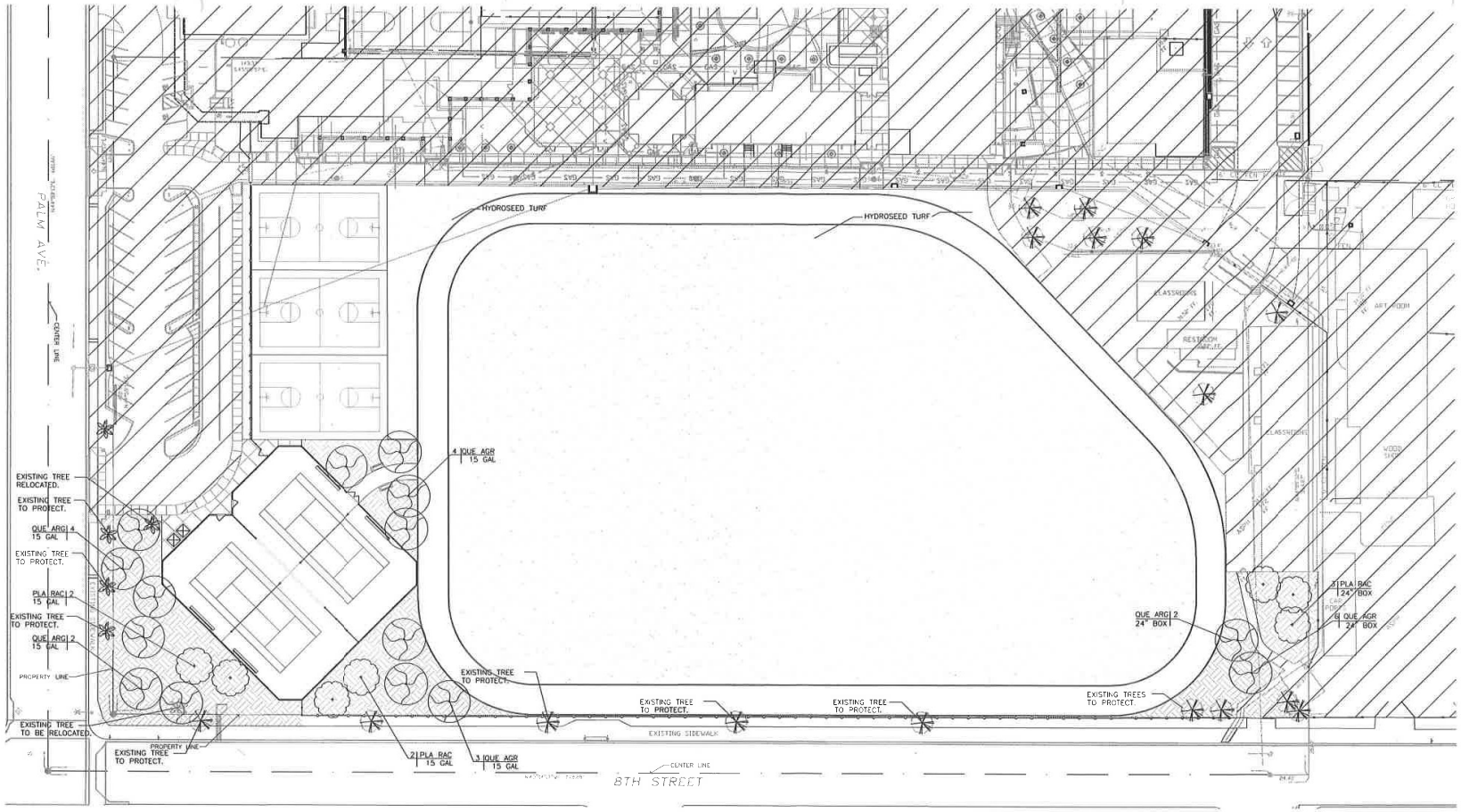
By: _____
Superintendent

Approved by the Board of Trustees on
Date 10-26-04

City of Carpinteria

By: _____
City Manager

Approved by the City Council on
Date 10/25/04



PLANTING LEGEND

SYMBOL	ABBREVIATION	BOTANICAL NAME	COMMON NAME	SIZE	DETAIL
		TREES			
	PLA RAC	PLATANUS RACEMOSA	CALIFORNIA SYCAMORE	SEE PLANS	A, PD
	QUE VIR	QUERCUS AGRIFOLIA	COAST LIVE OAK	SEE PLANS	A, PD
		SHRUBS			
	RHA UMB	RHAPHIOLEPIS UMBELLATA 'MINOR'	N.C.N.	SEE PLANS	B, PD
	ESC RUB	ESCALLONIA RUBRA 'C.F. BALL'	C.F. BALL ESCALLONIA	SEE PLANS	B, PD
	LAN IRE	LANTANA 'IRENE'	IRENE LANTANA	SEE PLANS	B, PD
	CAR CAL	CARPENTERIA CALIFORNICA	BUSH ANEMONE	SEE PLANS	B, PD
	HET ARB	HETEROMELES ARBUTIFOLIA	TOYON	SEE PLANS	B, PD
		GROUND COVER			
		TURF, SEE SPECIFICATIONS - RYES		HYDROSEED	
		MULCH			
		EXISTING TREES			
	QUE SUB	QUERCUS SUBER	CORK OAK	EXISTING (PROTECT)	

0' 30' 60' 90'
SCALE - 1" = 30'-0"

DIGALERT DIAL TOLL FREE 1-800-227-2600
UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA

HIRSCH & ASSOCIATES, INC.
LANDSCAPE ARCHITECTURE & PLANNING
2221 EAST WINSTON ROAD, SUITE A
ANAHEIM, CALIFORNIA 92806
PHONE 714-577-5434-0 FAX 714-776-4395
WWW.HALANDARCH.COM | LA# 1710

Project;
CARPINTERIA MIDDLE SCHOOL
CITY OF CARPINTERIA
5351 CARPINTERIA AVE.
CARPINTERIA, CA

PRELIMINARY
NOT FOR
CONSTRUCTION

Date: 2-26-07
Design: HIRSCH
Job No: 0549

Description:
TREE & GROUNDCOVER PLANTING PLAN

SHEET: 8
TGPP-1
OF: 10

ATTACHMENT C

100 Grant Dist

OTHER BUSINESS
AGENDA ITEM # 11
REPORT # 04-105

STAFF REPORT
Council Meeting Date: October 25, 2004

ITEM FOR COUNCIL CONSIDERATION:

1. **Approval of a Joint Use Agreement with the Carpinteria Unified School District that pertains to the Carpinteria Middle School outdoor athletic facilities.**

2. **Approval of Resolution No. 4903 approving the application for grant funds from the 2002 Resources Bond Act State Urban Parks and Healthy Communities Program under the California Clean Water, Clean Air, Safe Neighborhood Parks, and Coastal Protection Act of 2002 for the Carpinteria Middle School sports complex project.**

Report prepared by: Matthew Roberts

Department: Parks and Recreation Matthew Roberts *Signature*

City Manager _____ *Signature* **Admin. Services Dir.** _____ *Signature*

STAFF RECOMMENDATION:

1. **Approve the Joint Use Agreement with the Carpinteria Unified School District that pertains to the Carpinteria Middle School outdoor athletic facilities.**

2. **Approve Resolution No. 4903 authorizing the application for grant funds from the 2002 Resources Bond Act State Urban Parks and Healthy Communities Program under the California Clean Water, Clean Air, Safe Neighborhood Parks, and Coastal Protection Act of 2002for the Carpinteria Middle School sports complex project.**

I. BACKGROUND:

After completion of the reconstruction of the Carpinteria Middle School, the area formerly known as the Memorial Field was left unimproved. Because of the priority placed on educational

facility remodeling, the School District did not have sufficient funds to complete the Middle School vision that included a variety of outdoor athletic courts and fields. The current condition of the Middle School fields does not meet the needs of the school or the community. Because the campus is located in an area of the City that lacks close by public park amenities, it is an ideal candidate for a joint use project where the City and the School District provide athletic and active recreation amenities to meet school needs and the needs of the community at large. The City and School District Staff and the City Council School Board Committee have met on several occasions to discuss this unmet need. At the request of this Committee, City Staff brings forth this Project's joint use agreement and funding proposal.

City Staff has identified a grant opportunity known as The State Urban Parks and Healthy Communities program. This program provides grants for the acquisition and development of properties for active recreational purposes. An active recreational purpose is an activity that requires athletic fields, courts, gymnasiums, or other recreational facilities for youth soccer, baseball, football, basketball, tennis, or swimming, or any recreation activity that involves physical exertion.

This grant program is available to local governments but not to school districts. Because the Middle School fields are an ideal candidate for redesign and renovation and because they can fulfill a critical unmet need in the community, City Staff believes it is in the best interests of the community at large to enter into a cooperative agreement with the School District to develop and operate new recreational amenities at the Carpinteria Middle School to serve our community's children and adults. In order to have a successful grant application, the City must have some tenure to the property designated for development. The joint use agreement defines this tenure with terms drafted to meet the requirements of the grant program and to reflect the needs of the School District and the City. The critical points are that the facilities, if built, will be generally available to the School District during normal school hours and if no school use is desired by the District at other times, to the public at large. Should this project be built, maintenance obligations will be performed by the School District except that the tennis courts will be maintained by the City.

The Carpinteria Middle School field is of an adequate size to have a running track, basketball courts, lighted tennis courts and a multipurpose turf area. A concept plan is shown as an attachment to this report. Should funding be secured, public meetings to allow public input on design attributes will be held. Additionally, public meetings to gain discretionary permits will also be conducted allowing adequate public involvement in the design review process.

II. POLICY:

This project provides recreational facilities for health and fitness for the community. These characteristics are goals of the City's General Plan. Please see GP/LCP Objective OSC – 14. To provide for adequate park and recreation facilities to meet the needs of the community.

III. FINANCIAL CONSIDERATIONS:

The Healthy Communities Program requires Grantees to supply matching funds. State grant funds from this program cannot pay for more than 75% of the total Project costs. The Applicant must provide at least 25% of the total Project costs, unless the match requirement is waived. The state grant amount plus the required match equals the total state grant project. Matching sources may be in the form of money or equivalents, including:

- State funds (other than this program)
- Local funds

- Federal funds
- Gifts of real property
- Gifts of equipment, consumable supplies, and/or cash from businesses or the community
- Volunteer services/labor
- Force Account labor
- Free or reduced-cost use of lands, Facilities/Venues, or equipment
- Bequests and income from wills, estates, and trusts

A preliminary project budget indicates the project cost to be approximately $600,000.00. The precise source of the matching funds has not yet been identified but could be shared among the School District, the City and community service groups. The City and School District will still need to identify the source of matching funds cash should a grant contract be offered by the State.

IV. LEGAL ISSUES:

The Joint Use Agreement has been reviewed by the City Attorney and the School District Attorney. The Carpinteria Unified School District Board will consider approval of the agreement at its next Board of Trustees meeting scheduled to be held on Tuesday October 26. Should they decline to approve the agreement, then the City will not go forward with the grant application.

It is anticipated that the City and School District will also enter into a separate development and maintenance agreement to define each agency's role the Project's execution and continued use. Such an agreement will only be negotiated should the City be successful in attracting grant funds.

V. ALTERNATIVE OPTIONS:

The City Council may decline to enter into the joint use agreement, propose amendments to the joint use agreement, or decline to apply for the Project grant.

VII. PRINCIPAL PARTIES EXPECTED AT MEETING:

None

VI. ATTACHMENTS:

Joint Use Agreement
Resolution # 4903
Conceptual Site Plan

AGREEMENT FOR JOINT DEVELOPMENT AND USE OF NEW OUTDOOR ATHLETIC FACILITIES AT CARPINTERIA MIDDLE SCHOOL

This Agreement is entered into this __ day of October by and between the Carpinteria Unified School District, a political subdivision of the State of California (hereinafter "District"), and the City of Carpinteria, California, a general law city (hereinafter "City") with regard to the following recitals:

WHEREAS, Education Code §§ 17051(a) and 35275 and Government Code §§ 6500 *et seq.* authorize and empower public school districts and municipalities to enter into cooperative agreements for the joint planning, development, and use of recreational facilities for the benefit of the community, and

WHEREAS, District and City have a proven and highly successful record of joint recreational ventures, including the Carpinteria Middle School gymnasium and adjacent Carpinteria Community Pool which benefit youth and the community at large, and

WHEREAS, there is a high unmet demand for additional outdoor athletic facilities to benefit underserved youth in the community as well as others in the downtown Carpinteria area, and

WHEREAS, the Carpinteria Middle School downtown location, adjacent to the existing joint use middle school gymnasium and Carpinteria Community Pool bathhouse, with available support facilities including locker rooms, showers and bathrooms to serve the project, is an ideal location, and

WHEREAS, the joint development of outdoor basketball courts, lighted tennis courts and a multipurpose turf playfield with athletic track will substantially address the unmet needs of community youth for active recreation, and

WHEREAS, the joint development of such facilities, to be made available for joint school and community use, will benefit District students, Carpinteria Valley and City residents, and community visitors to improve participation in active recreation and enhance community health and welfare, and

WHEREAS, the City and the District recognize that a joint planning, development, and use agreement for the provision of these facilities is a highly efficient means of allocating limited financial resources for such projects.

NOW THEREFORE, THE PARTIES HEREBY AGREE AS FOLLOWS:

A. SCOPE

1. Subject to available funding, City and the District shall cooperatively plan, develop and operate four outdoor basketball courts, two lighted tennis courts, and a multipurpose athletic field, including athletic track, suitable for youth soccer at the Carpinteria Middle School (hereafter "Facilities")

2. The Facilities will be made available for use by the public, when not needed for school outdoor athletic purposes, at no cost or low fees which will not deter public use.

3. A joint use committee, as hereinafter prescribed, consisting of representatives of City and District, will be appointed to implement and administer this Agreement, including making recommendations regarding facility scheduling, community priorities and maintenance and operation of the Facilities.

B. JOINT PLANNING AND DEVELOPMENT

1. City and District shall jointly select an architect to prepare plans for the new facilities conforming to the requirements of the Division of the State Architect, which regulates school facility construction. The architect shall be experienced in public school construction. The location of the new Facilities shall be determined based upon keeping impacts to the educational programs at the school to a minimum, as well as achieving optimal community access and benefit.

2. During the planning process, District and City will provide local residents with the broadest possible opportunity to participate in the planning process. This shall include at least three public meetings to receive public comments on Facility attributes and design. Additionally, the selected architect and staff of each agency shall provide regular planning updates at City Council and Board of Trustee meetings respectively, at which public review and input will be solicited.

3. The responsibility for preparing designs, specifications, bidding, supervision of work and construction administration shall be defined pursuant to the terms of a separate Joint Facilities Development Agreement in accordance with applicable law to be approved by both agencies.

C. OPERATION OF FACILITIES

1. The Facilities shall be used for outdoor active recreation and athletic purposes. Subject to the limitations specified herein, the Facilities will generally be used by District during the school year during school hours, and used by the City at other times for public outdoor recreation.

2. For purposes of overseeing the operations, scheduling and maintenance of the Facilities, a Joint Use Committee shall be established as follows: District and City shall each appoint one representative from each agency. The Joint Use Committee will develop specific policies and programs pertaining to the use and maintenance of the Facilities in conformity with the principles contained in this Agreement, which shall be submitted to each agency and updated on no less than an annual basis for review and approval by City Council and Board of Trustees. Prior to approval of Joint Use Committee recommendations by each agency, there shall be provided a broad opportunity for input by community youth organizations and the public. In addition, the Joint Use Committee, which shall meet as often as necessary to carry out the intent of this Agreement, will bring recommendations before both agencies concerning the resolution of any issues which arise in connection with carrying out the intent of this Agreement.

3. The following general principles shall apply and govern the use of the project Facilities and are intended to be implemented to the fullest extent feasible by the Joint Use Committee.

a. The Facilities will be reserved for school use by the District during all school hours throughout the academic year. The Facilities will generally be available for use by City for public outdoor recreation during non-school hours, normally beginning at 3p.m. and continuing until 7 p.m. or later on weekdays and during weekends. In addition, use of the Facilities by District at other times than those specified above for District-sponsored activities will be permitted to occur in accordance with District requirements. Jointly sponsored after school programming that may be provided by District and City will have next priority after District use, when such programs are in effect.

b. The Joint Use Committee will develop schedules for the use of the Facilities giving priority after District and joint City-District programming, to City recreation programs. Next priority shall be given to other organized community recreation providers, youth groups and the general public.

c. Every reasonable attempt will be made to avoid scheduling conflicts.

d. City and District (for non-school day use) shall submit written use requests in advance according to protocols to be formulated by the Joint Use Committee.

e. The Joint Use Committee shall establish a master calendar for Facility usage.

f. The Joint Use Committee shall work with the District to insure that the Civic Center Fee Schedule used by the District over these Facilities shall be designed to avoid deterring Facility use by the underserved.

D. MAINTENANCE OF FACILITIES

1. All permanently constructed facilities shall become the property of District.

2. At all times, Facilities shall be adequately maintained to ensure appropriate and safe use, appearance and longevity.

3. Each party shall be responsible for staffing and supervision of its own activities. The Joint Use Committee will be responsible for development of policies and procedures to assure that organizations wishing to schedule the use of the Facilities have adequate supervision and staffing at all times to ensure the safety of the participants and proper use of the Facilities, as well as meeting appropriate insurance and other requirements.

4. The City shall be responsible for maintenance of the lighted tennis courts during the term of this agreement, while District shall be responsible for the maintenance of all other portions of the Facilities.

5. The District shall provide and maintain recreation equipment at its discretion relating to those Facility activities normally used for school purposes (except lighted tennis courts). City shall provide recreational equipment at its discretion for City sponsored recreation programs and may, at its own expense and with the permission of the District, install other recreation materials which shall become the property of District upon installation.

6. The City shall pay all operational costs for the lighted tennis courts. The District shall pay all operational costs for all other portions of the project.

E. TERM AND RENEWAL PROVISIONS

The term of this Agreement shall be twenty (20) years, which may be extended by written agreement between the parties. During the term of the Agreement, the project Facilities shall not be converted to any use that interferes with the athletic and recreational value of the Facilities.

F. INDEMNIFICATION

City shall defend, indemnify, and hold District harmless from any and all claims, demands, actions or damages arising out of City's use of District Facilities to which District may be subjected as a direct consequence of this Agreement, except for those claims, demands, actions, or damages resulting from the sole negligence of District, its officers, agents and employees.

District shall defend, indemnify, and hold City harmless from any and all claims, demands, actions or damages arising out of District's use of City Facilities to which City may be subjected as a direct consequence of this Agreement, except for those claims, demands, actions, or damages resulting from the sole negligence of City, its officers, agents and employees.

G. ENTIRE AGREEMENT

This Agreement sets forth the entire agreement and understanding of the parties; any modification must be executed in writing by both parties.

H. NOTICES

Any notices to be given under this Agreement shall be as follows:

Carpinteria Unified School District
Carpinteria Unified School District Superintendent
1400 Linden Avenue
Carpinteria, CA 93013

City of Carpinteria
City Manager
City of Carpinteria
5775 Carpinteria Avenue
Carpinteria, CA 93013

Any and all notices between the parties provided for or permitted under this Agreement or by law shall be in writing and shall be deemed duly served when personally delivered to one of the parties or deposited in the United States mail, postage prepaid, addressed to such party as stated above or as may be modified in writing as provided above.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first hereinabove written.

Carpinteria Unified School District

By: _____
Superintendent

Approved by the Board of Trustees on
Date _____

City of Carpinteria

By: _____
City Manager

Approved by the City Council on
Date _____

RESOLUTION NO. 4903

RESOLUTION OF THE CARPINTERIA CITY COUNCIL APPROVING THE APPLICATION FOR GRANT FUNDS FROM THE 2002 RESOURCES BOND ACT STATE URBAN PARKS AND HEALTHY COMMUNITIES PROGRAM UNDER THE CALIFORNIA CLEAN WATER, CLEAN AIR, SAFE NEIGHBORHOOD PARKS, AND COASTAL PROTECTION ACT OF 2002 FOR THE CARPINTERIA MIDDLE SCHOOL SPORTS COMPLEX

WHEREAS, the people of the State of California have enacted the CALIFORNIA CLEAN WATER, CLEAN AIR, SAFE NEIGHBORHOOD PARKS, AND COASTAL PROTECTION ACT OF 2002, which provides funds to the State of California for grants to eligible Applicants; and

WHEREAS, the California Department of Parks and Recreation has been delegated the responsibility for the administration of the State Urban Parks and Healthy Communities Program and the grant Project shown above within the State, setting up necessary procedures, and

WHEREAS, said procedures established by the California Department of Parks and Recreation require the Applicant's Governing Body to certify by resolution the approval of the Application before submission of said Application to the State, and

WHEREAS, the Applicant will enter into a Contract with the State of California for the Project;

NOW, THEREFORE, BE IT RESOLVED that the Carpinteria City Council hereby:

1. Approves the filing of an Application for local assistance funds from the State Urban Parks and Healthy Communities Program under the California Clean Water, Clean Air, Safe Neighborhood Parks and Coastal Protection Act of 2002; and

2. Certifies that the Applicant has or will have sufficient funds to operate and maintain the Project; and

3. Certifies that the Applicant has reviewed, understands, and agrees to the General Provisions contained in the Contract shown in the Procedural Guide; and

4. Certifies that the Grantee has or will have available, prior to commencement of any work on the Project, the required Match;

5. Certifies that the Project conforms to the recreation element of any applicable city or county general plan; and

6. Appoints the City Manager as agent to conduct all negotiations, execute and submit all documents including, but not limited to, Applications, agreements, payment requests and so on, which may be necessary for the completion of the Project.

Approved and Adopted the 25th[nd] day of October, 2004

I, the undersigned, hereby certify that the foregoing Resolution Number 4903 was duly adopted by the City of Carpinteria following roll call vote:

PASSED, APPROVED AND ADOPTED this 25th day of October, 2004, by the following called vote:

AYES:	COUNCILMEMBER:	Jordan, Gandrud, Ledbetter, Stein, Weinberg
NOES:	COUNCILMEMBER:	None
ABSENT:	COUNCILMEMBER:	None

Richard Weinberg
Mayor, City of Carpinteria

ATTEST:

Jayne Doiz
City Clerk, City of Carpinteria

I hereby certify that the foregoing resolution was duly and regularly introduced and adopted at a regular meeting of the City Council of the City of Carpinteria held the 25th day of October, 2004.

Jayne Doiz
City Clerk, City of Carpinteria

APPROVED AS TO FORM:

City Attorney, City
of Carpinteria

Concept Site Plan
Middle School Sports Complex
Carpinteria Unified School Dist.
City of Carpinteria
October, 2004
Carpinteria Avenue
Pool
Middle School Campus
Palm Avenue
2 reg. lighted tennis courts
4 outdoor basketball courts

ATTACHMENT D

MEMORANDUM OF UNDERSTANDING
REGARDING DEVELOPMENT OF CARPINTERIA MIDDLE SCHOOL SITE
FOR JOINT RECREATIONAL USE

This Memorandum of Understanding ("MOU") is entered into this ___ day of May, 2008, by and between the CITY OF CARPINTERIA, a municipal corporation of the State of California, herein called "City," and the CARPINTERIA UNIFIED SCHOOL DISTRICT, a political subdivision of the State of California, herein called "District." City and District are sometimes collectively referred to herein as the "Parties."

This MOU is made with reference to the following facts and intentions:

A Pursuant to that "Agreement for Joint Development and Use of New Outdoor Athletic Facilities at Carpinteria Middle School" dated October 26, 2004, which is attached hereto as Exhibit "A" and incorporated by this reference ("Joint Use Agreement") City and District agreed to jointly undertake the development, construction and installation of recreational facilities on certain real property owned by the District, namely the site of the Carpinteria Middle School (the "Property".)

B. Per the Joint Use Agreement, the City and District agreed to enter a separate Joint Facilities Development Agreement to define the responsibility for preparing designs, specifications, bidding, supervision of work and construction administration. The parties have agreed to enter into this memorandum of understanding to effectuate that purpose.

C. This memorandum of understanding is designed to compliment the Joint Use Agreement and the Parties acknowledge that the Joint Use Agreement shall remain in full force and effect, except as provided herein.

D. It is to the mutual benefit of the City and the District to contribute jointly to the establishment of recreational facilities which can serve the interest, convenience and needs of both the District and the general public.

E. The Parties agree that they are engaging in a governmental function to provide for the health, safety, and general welfare of their respective residents and that entering into this memorandum of understanding will further the Parties' efforts to construct, maintain and operate outdoor recreational facilities that will benefit the District, the city and the public at large.

NOW THEREFORE, in consideration of the covenants and conditions hereafter set forth, the Parties agree as follows:

Premises and Project

1. The Property subject to this MOU is owned by the District and is the site of Carpinteria Middle School, located at 5351 Carpinteria Avenue, within the boundaries of APN 003-280-001 and 004-047-041 in the City of Carpinteria, County of Santa Barbara, California.

2. City and District shall work together as set forth herein to jointly develop the Property for community and educational use, through the construction of outdoor athletic facilities, including a jogging track, a turf field, basketball courts, and tennis courts (hereafter, the "Project.")

3. It is the intent of the Parties that the Project be constructed in time to be operational no later than September 30, 2008.

4. District represents, to the best of its knowledge, that the Property is suitable for construction of the Project as shown in the plans and specifications. Should hazardous materials be discovered on the Property, District assumes sole responsibility for the cost of cleanup and for any responsive Project modifications. Work required as a result of any unanticipated site conditions other than hazardous materials, however, shall be deemed a Project Expense as set forth in Paragraph 5, below.

Funding

5. The City has obtained a grant from the State of California Department of Parks and Recreation to partially fund the Project. The grant requires additional funding in the form of matches by the Parties as well as a specified level of community fundraising ("Community Raised Funds"). The funds received from the state, the matching funds from the Parties, and the Community-Raised Funds pursuant to the grant, total $693,256 (the "Grant Funding.")

The Grant Funding shall be used to pay for Project expenses, which shall include all costs actually incurred in connection with the Project, including but not limited to, architectural fees, engineering fees, testing, plan checking, connection fees, and site and building construction costs. Notwithstanding the forgoing, Project expenses do not include the following, all of which shall be the sole responsibility of the District: (a) compensation to the Project Manager as described in Paragraph 17 below and (b) any additional costs incurred if the jogging track curb is constructed to a depth of 12" or greater (detail K, Sheet CD-1), rather than 8" (Detail F, Sheet CD-1). In addition, if conditions are found on the Property that require environmental remediation not anticipated in the bid documents for Construction of the Project in order for the Property to be developed for the Project, District shall notify City in writing and District shall be solely responsible for the expenses incurred in remediating the condition.

With respect to all Project expenses incurred in excess of the Grant Funding ("Excess Project Expenses"), City shall contribute funds that are either equal to the cash

contribution from the District, or fifty percent (50%) of the defined Excess Project Expenses, whichever is less provided, however, the City's total cash contribution, including aforementioned matching funds, shall not exceed $200,000. The District shall contribute the remainder of the Excess Project Expenses. For the purposes of this section, Community-Raised funds applied to this Project shall not be considered a contribution of District or City funds.

6. The estimated construction cost of the Project is $1,029,000. If the lowest responsible bid obtained for the construction of the Project exceeds the estimated cost, the Parties may, but are not required to, renegotiate the allocation of Excess Project Expenses described in Paragraph 5, above.

7. City shall remit its share of the Project Expenses to District in payments, to be made upon District's written request, within 10 days from the date of such request, as needed for the District to pay invoices, make progress payments, or satisfy other Project-related financial obligations. City's release to District of funds provided by the state grant shall be consistent with the terms of such grant. City's release to District of funds provided by the State grant shall be consistent with the terms of such grant. In any event, all of City's share of the Project Expenses shall be paid as a precondition to the recordation of a Notice of Completion with respect to the Project. Any outstanding reconciliation of costs shall occur upon filing of the Notice of Completion.

8. City and District agree that each shall make all necessary appropriations from any source of legally available funds for the actual amount of Project Expenses which become due and payable during the Project.

Bidding

9. The Parties acknowledge that the Project constitutes a public works project which must be competitively bid under California law. For purposes of engaging in public bidding for the project, District shall be responsible for conducting the bidding process and shall be the awarding agency. District shall defend, indemnify and hold the City harmless from any and all claims, liabilities, suits, or damages which arise out of the bidding and pre-qualification processes.

10. District shall provide City with copies of any Requests for Information or similar inquiries received from potential bidders and shall also copy the City on the District's response to such inquiries.

11. All bidders for the Project shall be pre-qualified as provided for by Public Contract Code § 20111.5. Pre-qualification shall be performed by an outside consultant and District shall have the sole responsibility for paying all outside consulting fees incurred in connection with the pre-qualification process.

12. At bid opening, City and District shall both be present and shall consult in good faith to determine whether a recommendation should be made to the District Board

of Education to award the contract to the lowest responsible bidder (the "Contractor.") Prior to any such recommendation to the Board of Education, approval of the lowest responsible bid by the City Council shall be required. District shall consult with City, and the Parties shall utilize their best efforts, including seeking necessary approvals from the District Board of Education and City Council, to resolve any bid protests or other issues which arise during the bidding process.

13. Either District or City may, in its respective, sole and absolute discretion, elect not to proceed with the Project after receipt and opening of bids. Failure of either party to agree to proceed with the Project shall result in termination of the bidding process.

14. If a recommendation is made to the District Board of Education to award a contract, and the Board of Education approves such an award, District shall enter into all appropriate contract documents with the Contractor (the "Contract Documents").

Construction

15. Except as may otherwise result from change orders, District agrees to construct the Project in accordance with the approved plans and specifications, and shall also comply with the terms of the Grant Funding, including but not limited to requirements pertaining to records management and responding to audit requests.

16. District's "Project Manager," David Weniger or other designee, shall manage the construction of the Project through completion and shall have, without limitation, the authority to make all day-to-day field inspections and decisions, resolve field problems, interpret plans, and estimate and compute payments due to Contractor. The Project Manager shall also interpret and decide matters concerning performance under, and requirements of, the Contract Documents, including but not limited to rejection of any work. District shall have the sole responsibility for compensating the Project Manager.

17. District shall keep City informed of the progress of the Project and of any disputes, delays, or other material issues which arise during the course of construction. One or more representatives of the City shall be entitled to be present on the Property to monitor the Project during work hours. Furthermore, City shall have access to all construction drawings and records. In no event, however, shall City or its representatives be authorized to provide direction to Contractor without first consulting with the Project Manager and obtaining the Project Manager's approval for any such direction.

18. District shall have responsibility for the receipt, processing, and payment of all construction-related invoices, as well as for making payment to Contractor as provided for by the Contract Documents. District shall remit copies of all such invoices to the City.

19. In the event of any requests for payment, change order requests, requests for information, or similar inquiries from the Contractor to the Project Manager, District shall inform the City and the Project architect of such requests. Providing these requests do not affect the contract price, District and City shall utilize their best, good faith efforts to reach a mutually agreeable decision on these requests. If District and City cannot agree, then the Parties shall follow the dispute resolution procedure set forth in Paragraph 26 of this MOU.

20. In the event of change order requests, changes in the scope of work, or other issues involving an increase in the contract price, if any individual change is equal to or less than two thousand dollars ($2,000), then District and City will work in good faith to make a decision on the request, without needing to seek approval of their respective legislative bodies. If a change order or other request increases the contract price in excess of the allowable amount set forth in this paragraph, District and City shall cooperate in good faith to reach a decision on whether to recommend to the District Board of Education and the City Council, respectively, that a change order be executed altering the contract price. If District and City cannot agree, then the Parties shall follow the dispute resolution procedure set forth in Paragraph 26 of this MOU. The cumulative dollar amount of change orders cannot exceed twenty thousand dollars ($20,000) without further negotiation between, and agreement of, the Parties.

21. City and District, upon consultation with each other, shall make a mutual determination as to the completeness of the Project. District shall not record a Notice of Completion with respect to the Project until a mutual determination has been reached that the Project is complete. If City and District cannot make this determination, following a good faith effort to do so, then the Parties shall follow the dispute resolution procedure set forth in Paragraph 26 of this MOU.

22. Any liquidated damages assessed against the Contractor, refunds of overpayment, or similar surplus monies, shall be applied to the funding of the Project. These surplus funds shall be applied to the District's credit unless the amount paid by the District is equal to or less than the City's contribution regarding the Excess Project Expenses as defined in Paragraph 5. If the City's contribution toward Excess Project Expenses is equal to or greater than the District's contribution, then any surplus funds shall be allocated equally between District and City. Any remaining funds after the Project is completed and closed out shall be divided and distributed evenly between the Parties.

23. Following completion of the Project, District shall maintain all construction and construction-related financial records with respect to the Project. District agrees to make such documents available to City upon reasonable request.

Indemnity and Insurance

24. The Contract Documents shall require that the Contractor maintain policies of comprehensive general liability insurance, workers' compensation insurance,

and automobile liability insurance, with limits appropriate to the size and scope of the Project. The Contract Documents shall also require that the Contractor name the City and each of City's officers, elected officials, agents, and employees as additional insureds on Contractor's insurance policies. Contractor shall be required to provide to City standard certificates of insurance reflecting the City's status as an additional insured.

25. Except as otherwise provided herein, each party agrees to indemnify, defend, and hold harmless the other party, its officers, agents and employees from any and all liabilities, claims, or losses of any nature, including attorneys' fees, to the extent caused by, arising out of, or in connection with, the indemnifying party's acts or omissions pursuant to this MOU, whether such acts and omissions are willful or negligent, either active or passive.

Resolution of Disputes

26. Any dispute arising out of the Project or out of any of the terms and conditions in this MOU shall be resolved by the agreement of the City Manager and Superintendent of District. To the extent the City Manager and District Superintendent have the discretionary authority to make a decision without approval of City Council and District Board of Education, their decision shall be final. To the extent City Council and Board of Education approval are required, the agreement made between City Manager and Superintendent of District shall result in a recommendation to their respective legislative bodies. In the event that the City Manager and the Superintendent are unsuccessful in resolving any dispute, the parties agree to submit the dispute to mediation, subject to any necessary approval of the Parties' legislative bodies.

27. In resolving disputes arising out of the Project or this MOU, the Parties acknowledge that time is of the essence and agree to utilize their best efforts to attain resolution as quickly as practicable.

Miscellaneous Provisions

28. The facts and intentions stated above are incorporated herein and are each relied upon independently by the Parties.

29. This MOU is subject to, and expressly conditioned upon approval by the Carpinteria Unified School District Board of Education and by the Carpinteria City Council. Whenever any decision required under this MOU requires approval of the Board of Education or City Council, the Parties shall utilize their best efforts to seek prompt approval from their respective legislative bodies.

30. This MOU may be amended only in a writing signed by both City and District. City Council and District School Board must approve any such changes or modifications.

31. The Parties shall exercise good faith in their dealings with each other and shall take all necessary actions and execute all necessary documents to facilitate and complete the Project. Whenever this MOU requires one party to give its consent or approval to any action on the part of the other, such consent or approval, or disapproval shall not be unreasonably withheld, delayed or given.

32. Wherever this MOU requires a party to make a request in writing or to give notice to the other, such notices or writings shall be directed to City at 5775 Carpinteria Avenue, Carpinteria, California 93013, and to District at 1400 Linden Avenue, Carpinteria, California 93013. All notices, requests, demands, and other communications 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 provided above. Any party may change their address for the purposes of this section by giving the other party written notice of the new address in the above manner.

33. All questions with respect to the construction of this MOU and the rights and liabilities of the Parties to the MOU shall be governed by the laws of the State of California.

34. If any provision of this MOU shall be invalid or unenforceable either in its entirety or by virtue of its scope or application to given circumstances, such provision shall be deemed modified to the extent necessary to render the same valid or as not applicable to given circumstances, or deemed to be excised from this MOU, as the situation may require.

35. This MOU is to be deemed to have been prepared jointly by the Parties hereto; any uncertainty or ambiguity existing herein shall not be interpreted against either party but according to the application of rules of contracts generally.

36. Nothing contained in this MOU shall be interpreted so as to create a partnership or any other arrangement whereby one of the Parties is authorized to act as an agent for the other.

37. The captions of this MOU are inserted for convenience of reference only and in no way define, describe or limit the scope or intent of this MOU or any other provisions hereof.

38. This MOU contains the entire agreement of the Parties, and supersedes any prior written or oral agreements or writings between them concerning the subject matter contained herein. There are no representations, agreements, arrangements or understandings, oral or written, between the Parties, relating to the subject matter contained herein that are not fully expressed in the MOU. Nothing in this paragraph, however, shall affect the Joint Use Agreement, between the Parties, which shall remain in full force and effect and shall govern the joint use of the Property. In the event of a

conflict between the terms of this MOU and the Joint Use Agreement, the provisions of the Joint Use Agreement shall prevail.

WHEREFORE, the Parties have executed the MOU effective as of the date first set forth above.

Dated: _____

_____
Authorized Representative of the
City of Carpinteria

Dated: _____

_____
Authorized Representative of the
Carpinteria Unified School District

ATTACHMENTS:

Exhibit A: Agreement for Joint Development and Use of New Outdoor Athletic Facilities at Carpinteria Middle School

Exhibit A:
Agreement for Joint Development and Use
of New Outdoor Athletic Facilities at Carpinteria Middle School

[To be attached]

Exhibit A:
Agreement for Joint Development and Use
of New Outdoor Athletic Facilities at Carpinteria Middle School

[To be attached]

ATTACHMENT E

CITY OF CARPINTERIA

City & Carpinteria Unified School District Facilities Joint Use Agreement

Presentation to the City Council
February 10, 2025

Facilities Included

- This agreement includes facilities at the High School and Middle School including
  - CMS tennis/pickleball courts
  - CMS gymnasium
  - CHS track/field
  - CHS tennis courts
  - CHS half court basketball courts
- This agreement does not include the Carpinteria Community Pool

Background – October 2004

- City & CUSD entered into 20-year Agreement for Joint Development of Use and New Outdoor Athletic Facilities at CMS
- Partnered together to apply for grant funding and jointly develop facilities on CMS property
- Agreed the facilities would generally be available to District during normal school hours and the public during non-school hours.

Background – May 2008

- MOU regarding development of CMS site for Joint Recreational Use
  - Further defined and agreed on terms related to the development of the facilities
  - Outline construction management and public bidding procedures
  - Designed to complement the 2004 agreement
  - Outlined the City and District would work together to jointly develop property for community and educational use, through the construction of outdoor athletic facilities including a jogging track, turf field, basketball courts, and tennis courts

Present

- Public currently can access CMS tennis/pickleball courts on evenings, weekends and school breaks.
- The public can not access the CMS track/field or basketball courts due to the fencing at CMS.
- CHS facilities are open and available to the public on weekends, including:
  - Track
  - Field
  - Two, half court basketball courts
  - Six tennis courts

Agreement

- 5 years
- District has use rights during school hours
- District has the right to conduct programming during non-school hours
- City has use rights during non-school hours on weekdays, all day on weekends and during school breaks
- Each organization is responsible for trash removal and any damages to the facilities that may occur during their designated time

Future Programming

- Currently the City time is used for free, open play (i.e. drop-in tennis, pickleball and AgeWell's pickleball class in summer)
- May develop additional City programming (sports leagues or classes)at the facilities

Options

1. Approve staff recommendation as listed.
2. Approve staff recommendation with amendment(s).
3. Do not approve staff recommendation and provide direction to staff as desired.

City of Carpinteria

COUNCIL AGENDA STAFF REPORT
February 10, 2025

ITEM FOR COUNCIL CONSIDERATION

Adopt Resolution No. 6366, Approving the Measure A Five-Year Local Program of Projects for Fiscal Years 2025-26 through 2029-30.

STAFF RECOMMENDATION

Staff recommends the City Council:

1. Adopt Resolution No. 6366, approving the Measure A Five-Year Local Program of Projects for Fiscal Years 2025-26 through 2029-30.
2. Authorize the Public Works Director to submit the Measure A Five-Year Local Program of Projects to the Santa Barbara County Association of Governments.

Sample Motion: I move to:

1. Adopt Resolution No. 6366, as read by tile only.
2. Authorize the Public Works Director to submit the Measure A Five-Year Local Program of Projects to the Santa Barbara County Association of Governments.

BACKGROUND

In 1989, voters in Santa Barbara County approved Measure D for a one-half percent sales tax to be used for transportation programs and projects. In November 2008, voters in Santa Barbara County approved Measure A that extended the one-half percent sales tax for 30 years. Measure A contains a strategic spending plan that includes regional projects as well as local programs and projects funded by monthly allocations to each local agency. Measure A requires each local agency to annually prepare a Measure A Five-Year Local Program of Projects for submittal to the Santa Barbara County Association of Governments (SBCAG).

The purpose of this agenda matter is to allow the City Council to consider and approve the Measure A Five-Year Local Program of Projects for submittal to SBCAG.

DISCUSSION

The Measure A Program (Measure A) is administered by SBCAG in which the City of Carpinteria is a member agency. Pursuant to the Measure A rules, the City's Measure A Five-Year Local Program of Projects (Program) must be presented in a public hearing and adopted by resolution prior to its submittal to SBCAG.

Measure A funds may only be spent on qualifying programs and projects that are described in the Program. Measure A also requires a Maintenance of Effort (MOE) expenditure by the local agencies. The MOE expenditure, which is calculated and updated by SBCAG on an annual basis, requires each local agency to match Measure A expenditures with other discretionary non-Measure A funds for transportation programs and projects. To meet this requirement and receive Measure A funds, the City must spend at least $172,181 from discretionary non-Measure A sources of funds to match the Fiscal Year 2024-25 MOE. The match expense is allocated from the Measure X Fund as the discretionary, non-Measure A source of funds. The City's current fiscal budget, which was approved by City Council in June 2024, ensures the Measure A match requirement will be met.

Measure A also requires a minimum percentage of each local agency's allocation of Local Street and Transportation funds to be spent on eligible Alternative Transportation projects. The City's required minimum percentage for Alternative Transportation is 10-percent. This percentage is a cumulative calculation and must be met or exceeded by the fifth year of the Program and every fifth year thereafter. Fiscal Year 2024-25 is the fifth program year in the current five-year period. The Alternative Transportation requirements are tracked on an annual basis through an audit process.

The City's audited Alternative Transportation spending through the first five years of the Program (Fiscal Year 2010-11 through Fiscal Year 2014-15) was 28.11-percent of the City's total Local Street and Transportation funds allocation. The City's audited Alternative Transportation spending through the second five-year period (Fiscal Year 2015-16 through Fiscal Year 2019-20) was 14.94-percent of the City's total Local Street and Transportation funds allocation.

Staff anticipates exceeding the minimum 10-percent Alternative Transportation spending requirement for the current five-year Program period. Staff also estimates current Alternative Transportation spending to be approximately 20-percent of the City's total allocation through Fiscal Year 2023-24. Finally, staff anticipates the following alternative transportation projects would increase the City's Alternative Transportation percentage within the next fiscal year:

1. Franklin Creek Trail Improvement Project. The project includes accessible surfacing, safety fencing, and adjacent accessibility improvements to and from Aliso Elementary School along Franklin Creek Trail between Carpinteria Avenue and Seventh Street and Ninth Street between Franklin Creek Trail and Holly Avenue.
2. Citywide sidewalk maintenance.

With the adoption of Resolution No. 6366, the Program would allocate Measure A funds to the City's Street Maintenance and Capital Improvements programs. Measure A funds pay for both staff and consultant/contractor costs associated with qualifying maintenance and capital project work. The proposed Program is shown as Attachment A.

Capital projects consist of projects included in the Capital Improvements Plan (CIP) as well as projects that are considered capital maintenance. Capital maintenance projects are developed by the Public Works Department to address heavy maintenance needs such as curb, gutter, and sidewalk repairs, and pavement maintenance. These projects are typically included in the annual Public Works Department's budget. Local public transit and alternative transportation projects are also qualifying expenditures for allocations under the Program.

Table 1 shows the past years' total annual Measure D/Measure A[1] revenues to the City including annual allocations and grants, City expenditures for public transit services (i.e. Santa Barbara Metropolitan District, Easy Lift and Help of Carpinteria), and the annual availability of net revenue for City maintenance and operations. The table also reflects the net Measure D/Measure A allocations after expending money on public transit services expenses as well as Measure A grant monies received by the City. This is the amount available to address the Program and grant projects.

Table 1: Total Annual Measure D/Measure A Revenues to the City

Fiscal Year	Measure D Allocation	Measure A Allocation	SBMTD Seaside Shuttle	Easy Lift	Help of Carpinteria	Measure A Grant Programs	Net
04/05	$748,764	$0	$54,802	$12,612	$5,000	$0	$676,350
05/06	$815,976	$0	$56,173	$12,612	$5,000	$0	$742,191
06/07	$748,857	$0	$57,577	$12,612	$5,000	$0	$673,668
07/08	$787,107	$0	$59,016	$12,612	$5,000	$0	$710,479
08/09	$709,093	$0	$85,751	$12,612	$5,000	$0	$605,730
09/10	$717,435	$0	$64,527	$12,612	$5,000	$0	$635,296
10/11	$0	$633,709	$0	$17,000	$0	$0	$616,709
11/12	$0	$800,356	$0	$12,000	$5,000	$541,150	$1,324,506
12/13	$0	$648,772	$0	$12,000	$5,000	$263,623	$895,395
13/14	$0	$624,459	$0	$12,000	$5,000	$0	$607,459
14/15	$0	$725,334	$0	$12,000	$5,000	$0	$708,334
15/16	$0	$748,818	$0	$12,000	$5,000	$447,044	$1,178,862
16/17	$0	$757,998	$0	$12,000	$10,000	$0	$735,998
17/18	$0	$910,479	$0	$12,000	$5,429	$0	$893,050
18/19	$0	$772,022	$0	$12,000	$5,429	$0	$754,593

[1] Under the Measure D Program, the City received Measure D fund allocations and then expended Measure D money on the SBMTD Seaside Shuttle. Under the Measure A Program, SBMTD receives a direct allocation from Measure A.

19/20	$0	$855,187	$0	$12,000	$5,530	$85,938	$923,595
20/21	$0	$904,394	$0	$12,000	$5,430	$0	$886,964
21/22	$0	$801,800	$0	$12,000	$5,430	$275,188	$1,059,558
22/23	$0	$1,013,269	$0	$12,000	$5,429	$0	$995,840
23/24	$0	$1,025,975	$0	$12,000	$5,430	$0	$1,008,545
24/25	$0	$1,010,245	$0	$12,000	$5,430	$0	$992,815
Note: All amounts shown in table are actuals. FY 2017-2018 actual Measure A revenue of $910,479 is an anomaly due to a change in accounting accruals to record revenues earned in that fiscal year as compared with prior years.							

Measure A also provides for competitive alternative transportation grants. The City must compete for the Measure A alternative transportation grants, and the call for grant proposals occurs about every two or three years. In 2022, the Public Works Department submitted Cycle 5 applications for both the Measure A Bicycle & Pedestrian and Safe Routes to School Grant programs towards the Franklin Creek Trail Improvement Project. The City was awarded $275,188 in grant funds for this project. The City received a total of $1,338,155 in Measure A grants from the four previous cycles, which is an annual average of approximately $134,000. The competitive alternative transportation grants must be solely used for capital projects and not maintenance. The total estimated cost of the proposed Program exceeds the available annual allocation to the City of Measure A Program revenue.

POLICY CONSISTENCY

The proposed Program is consistent with the Circulation Element of the General Plan and Local Coastal Plan. The recommendation is also consistent with and serves to implement the City's CIP.

The adoption of the Measure A Five-Year Local Program of Projects is a requirement of Measure A as established by Ordinance No. 5 of the Santa Barbara County Local Transportation Authority. Adoption of the Program obligates the City to expend Measure A funds on the projects listed in the Program; however, the Program may be modified each year to reflect the changing priorities of the City Council. The Program may also be amended during a program year subject to the approval of the SBCAG Board of Directors. Measure A funds are intended to be flexible, and adoption of the Program does not preclude the City from determining transportation priorities.

FINANCIAL CONSIDERATIONS

In January 2025, SBCAG approved the five-year estimate of Measure A local apportionments in the amount of approximately $4,960,029 million and is shown in Resolution No. 6366 as Attachment A. The total Measure A revenue amount includes a projected carry-over fund balance of $1,515,157 from the Fiscal Year 2024-2025 Budget for a total of $6,475,186.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

As a funding source for the City's transportation infrastructure, Measure A revenue and related programming for use are critical to mitigating the liability exposure and protecting public welfare and safety.

OPTIONS

1. Adopt Resolution No. 6366 and authorize the Public Works Director to submit the Measure A Five-Year Local Program of Projects to the Santa Barbara County Association of Governments. (Staff recommendation)
2. Direct revisions be made and adopt the Measure A Local Program of Projects for Fiscal Years 2025-26 to 2029-30. The Measure A Local Program of Projects is due to SBCAG by March 31, 2025.

PRINCIPAL PARTIES EXPECTED AT MEETING

There are no principal parties expected at this meeting.

ATTACHMENTS

Attachment A: Resolution No. 6366

Staff contact:
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Signature

Reviewed by:
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Reviewed by:
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(805) 755-4448; licettem@carpinteriaca.gov

Signature

Reviewed by:
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Reviewed by:
Michael Ramirez, City Manager
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Signature

ATTACHMENT A

Resolution No. 6366

RESOLUTION NO. 6366

A RESOLUTION OF THE CARPINTERIA CITY COUNCIL ADOPTING THE MEASURE A FIVE-YEAR LOCAL PROGRAM OF PROJECTS FOR FY 2025-26 THROUGH FY 2029-30

WHEREAS, on November 4, 2008, the voters of Santa Barbara County approved Ordinance No. 5, the Road Repair, Traffic Relief and Transportation Safety Measure known as Measure A; and

WHEREAS, the Ordinance provides that the Santa Barbara County Local Transportation Authority shall annually approve a program of projects submitted by local jurisdictions identifying those transportation projects eligible to use Measure A funds during the succeeding five-year period; and

WHEREAS, the City of Carpinteria was provided with an estimate of annual Measure A local revenues for fiscal years 2025-26 through 2029-30 (Exhibit A); and

WHEREAS, the City of Carpinteria has held a public hearing in accordance with Section 18 of the Ordinance;

NOW, THEREFORE, BE IT RESOLVED as follows:

SECTION 1. The City of Carpinteria does hereby adopt the attached Five-Year Local Program of Projects (Exhibit B) to be funded in part with Measure A revenues and authorizes submittal to the Santa Barbara County Association of Governments.

SECTION 2. The City of Carpinteria certifies that it will include in its budget an amount of local discretionary funding for local streets and roads sufficient to comply with the Maintenance of Effort requirements contained in Section 27 of the Measure A Ordinance, and

SECTION 3. Pursuant to the Measure A ordinance, the City of Carpinteria will not use Measure A revenues to replace private developer funding that has been committed to a transportation project or would otherwise be required under current City policies.

SECTION 4. The City of Carpinteria has complied with all other applicable provisions and requirements of the Measure A Ordinance.

PASSED, APPROVED AND ADOPTED this 10th day of February, 2025, by the following called votes:

AYES: COUNCILMEMBER:

NOES: COUNCILMEMBER:

ABSENT: COUNCILMEMBER:

ABSTAIN: COUNCILMEMBER:

_____
Mayor, City of Carpinteria

ATTEST:

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

I hereby certify that the foregoing resolution was duly and regularly introduced and adopted at a regular meeting of the City Council of the City of Carpinteria held the 10th day of February, 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. 6366

Five-Year Estimate of Measure A Local Apportionments

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EXHIBIT A

CITY OF CARPINTERIA
Five-Year Measure A Revenue Estimate
Local Street and Transportation Improvements

Jurisdiction	Carry-over from Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total
City of Carpinteria	$1,515,157	$1,008,859	$937,620	$970,114	$1,004,126	$1,039,310	$6,475,186

Alternative Mode Percentage	10%
Minimum to be Spent on Alternative Modes by FY 29/30	$647,519

EXHIBIT B
TO RESOLUTION NO. 6366

Measure A Five-Year Program of Local Projects

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Exhibit B

City of Carpinteria
Five Year Measure A Program of Projects (FYs 25/26 to 29/30)
Measure A Local Street and Transportation Improvements Submittal Form
(Figures in $000)

Local Street & Transportation Improvements		Measure A Revenues								Non-Measure A Revenues						Total Project Cost	For Santa Barbara County Only
Project Descriptions	**FY 2023/24 Actual Expenditures**	**Carry-over from FY 23/24**	**Carry-over from FY 24/25**	**FY 25/26**	**FY 26/27**	**FY 27/28**	**FY 28/29**	**FY 29/30**	**TOTAL Measure A Revenues**	**Regional Measure A Programs**	**Remaining Measure D**	**Local**	**State**	**Federal**	**TOTAL Non-Measure A Revenues**		Class 2 Bikeway Maintenance Expenditure - Count as Alternative Transportation Expenditure
Maintainance, Improvement or Construction of Roadways & Bridges																	
Administration Program	$5	$9	$45	$45	$24	$24	$32	$60	$230			$0			$0	$230	
Street Maintenance Program	$5	$9	$45	$45	$24	$24	$32	$40	$210				$1,695		$1,695	$1,905	
Right-of-Way Maintenance Program	$10	$9	$45	$45	$24	$24	$32	$40	$210						$990	$1,200	
Transportation, Parking and Lighting Program	$5	$9	$45	$45	$24	$24	$32	$40	$210			$1,467			$1,467	$1,677	
Carpinteria Avenue Bridge Replacement Project	$5	$9	$45	$45	$24	$24	$32	$40	$210			$1,238		$14,000	$15,238	$15,448	
Pavement Rehabilitation Projects	$5	$9	$150	$70	$70	$119	$150	$130	$689			$2,000		$3,400	$5,400	$6,089	
Pavement Maintenance Projects	$5	$9	$150	$70	$70	$119	$150	$120	$679			$2,000			$2,000	$2,679	
Pedestrian Bridge Inspection Program	$5	$9	$100			$139	$48		$287								
Pavement Management Update	$0			$25		$25			$50						$0	$50	
Safety Improvements																	
Traffic Safety Program	$5	$9	$80	$25	$24	$25	$32	$40	$226						$0	$226	
Carpinteria High School Crosswalk Safety Improvements Project	$10		$200		$220	$69			$489						$0	$489	
Urban Forestry Street Tree Program																	
Street Tree Management Program	$5		$50	$100	$150	$150	$150	$175	$775						$0	$775	
									$0						$0	$0	
									$0						$0	$0	
Storm Damage Repair to Transportation Facilities																	
									$0						$0	$0	
									$0						$0	$0	
									$0						$0	$0	
Roadway Drainage Facilities																	
Storm Drain Maintenance Program	$10	$10	$80	$80	$35	$25	$35	$50	$305						$0	$305	
									$0						$0	$0	
									$0						$0	$0	
Traffic Signal Coordination, Intersection Channelization																	
									$0						$0	$0	
									$0						$0	$0	
									$0						$0	$0	
Traffic Management																	
Traffic Operations Program	$5	$9	$80	$50	$35	$25	$35	$45	$270			$332			$332	$602	
									$0						$0	$0	
									$0						$0	$0	
Landscaping Maintenance																	
Landscape Maintenance Program	$10	$9	$9	$41	$34	$30	$40	$45	$199						$0	$199	
									$0						$0	$0	
Highway Improvements																	
Carpinteria Freeway Circulation Improvements									$0	$674					$674	$674	
Linden Avenue Improvements Project			$25						$25	$326					$326	$351	
Matching Funds for State and Regional Programs and Projects																	
									$0						$0	$0	
									$0						$0	$0	
									$0						$0	$0	
									$0						$0	$0	
TOTAL	**$90**	**$109**	**$1,149**	**$686**	**$758**	**$846**	**$800**	**$825**	**$5,064**	**$1,000**	**$0**	**$8,027**	**$1,695**	**$17,400**	**$28,122**	**$32,899**	**$0**

Alternative Transportation Expenditures				Measure A Revenues						Non-Measure A Revenues						Total Project Cost
Project Descriptions	**FY 2023/24 Actual Expenditures**	**Carry-over from FY 23/24**	**Carry-over from FY 24/25**	**FY 25/26**	**FY 26/27**	**FY 27/28**	**FY 28/29**	**FY 29/30**	**TOTAL Measure A Revenues**	**Regional Measure A Programs**	**Remaining Measure D**	**Local**	**State**	**Federal**	**TOTAL Non-Measure A Revenues**	
Maintenance, Repair, Construction & Improvement of Bike & Ped Facilities																$0
Concrete Repair Program/Curb Ramp Program	$5			$43	$150	$100	$180	$185	$658						$0	$658
Bike Path Maintenance Program									$0			$70			$70	$70
Franklin Creek Trail Improvement Project			$250	$250					$500	$275				$845		
									$0						$0	$0
Safe Routes to School Improvements																
Safe Routes to Schools Education Program	$76			$8	$9	$6	$6	$11	$40							
									$0						$0	$0
Reduced Transit Fares for Seniors & Disabled																
									$0						$0	$0
									$0						$0	$0
									$0						$0	$0
Bus and Rail Transit Services and Facilities																
Easy Lift Transportation Paratransit Service	$12			$12	$12	$12	$12	$12	$60						$0	$60
Help of Carpinteria, Dial-A-Ride Service	$6			$9	$8	$6	$6	$6	$35						$0	$35
Programs, Education, & Incentives to Reduce Single Occupant Auto Trips or Transportation Demand																
									$0						$0	$0
									$0						$0	$0
									$0						$0	$0
TOTAL ALTERNATIVE TRANSPORTATION EXPENDITURES	**$99**	**$0**	**$250**	**$322**	**$179**	**$124**	**$204**	**$214**	**$1,293**	**$275**	**$0**	**$70**	**$0**	**$845**	**$70**	**$823**

TOTAL EXPENDITURES	$189	$109	$1,399	$1,008	$937	$970	$1,004	$1,039	$6,357	$1,275	$0	$8,097	$1,695	$18,245	$28,192	$33,722

Alternative Transportation Summary		
TOTAL MEASURE A ALLOCATION (FY 2025/26 TO 2029/30)		**$6,357**
MINIMUM ALTERNATIVE PERCENTAGE PRESCRIBED BY INVESTMENT PLAN TO BE MET BY FY 2029/30 FOR FISCAL YEARS 2025/26 THROUGH 2029/30		**10%**
TOTAL MEASURE A ALLOCATION TO ALTERNATIVE TRANSPORTATION	**$1,293**	**$1,293**
PERCENTAGE OF MEASURE A ALLOCATION TO ALTERNATIVE TRANSPORTATION		**20.34%**

City of Carpinteria

COUNCIL AGENDA STAFF REPORT
February 10, 2025

ITEM FOR COUNCIL CONSIDERATION

2024 Annual Integrated Pest Management Report.

STAFF RECOMMENDATION

Receive and file the 2024 Annual Integrated Pest Management Report.

Sample Motion: I move to receive and file the 2024 Annual Integrated Pest Management Report.

BACKGROUND

On January 9, 2012, the City Council adopted Resolution No. 5355, establishing an Integrated Pest Management (IPM) policy to minimize pesticide use at City facilities, including buildings, parks, open spaces, and streets. The policy aims to reduce environmental and public health risks while allowing for pesticide use only in designated circumstances. It requires pesticide-free zones in park play structures and picnic areas, except in emergencies, and incorporates pest management strategies recommended by the University of California, Davis; the California Invasive Plant Council; and the California Department of Pesticide Regulation.

Key provisions of the IPM policy include:

1. **Minimizing Pesticide Use –** Prioritizes non-chemical pest control methods such as habitat modification, eliminating food sources, mulching, manual weeding, and rodent trapping.
2. **IPM Methodology –** Implements a systematic approach to pest control, emphasizing observation, identification, and monitoring for early intervention.
3. **Pesticide-Free Zones –** Prohibits pesticide use in park play structures and picnic areas unless necessary for emergency response.
4. **Use of Recognized Best Practices –** Aligns with pest management strategies from reputable sources, including UC Davis, the California Invasive Plant Council, and the California Department of Pesticide Regulation.
5. **Environmental Protection –** Seeks to prevent contamination of soil, air, and water while protecting people, animals, and beneficial plants and insects.

6. **Training Requirements –** Mandates training and continuing education for all personnel involved in pest management.
7. **Interdepartmental Coordination –** Requires City departments and contractors to follow standardized procedures for pest control.
8. **IPM Advisory Committee –** Establishes a nine-member advisory body with representatives from City departments, the Carpinteria Open Space Management Advisory Board, and community members to guide policy implementation and recommend amendments.
9. **Public Outreach –** Promotes community awareness and education on pesticide reduction.
10. **Public Notification –** Implements the Pesticide Hazard and Exposure Reduction (PHAER) Zone system to classify pesticides by toxicity (low/green, medium/yellow, high/red) and ensure effective public notification when pesticides are used.

The purpose of this agenda matter is for the City Council to receive and file the 2024 Annual Integrated Pest Management Report.

DISCUSSION

The IPM policy requires year-round management including an annual report of any pesticide use, pest intervention options and tactics, and any recommendations for the ensuing year. Pursuant to the IPM policy, the 2024 Annual Integrated Pest Management Report is included as Attachment A. In brief, the 2024 Annual Integrated Pest Management Report discloses information about issues and control tactics regarding the following encountered pests:

- Weed and invasive plants
- Insects
- Rodents

Since the adoption of the IPM policy, the City has disclosed any established pesticide-free zones as part of its ongoing implementation efforts. The 2024 Annual Integrated Pest Management Report does not include cost information; however, the costs associated with implementing the policy vary depending on the type of pest and the required management approach. Over time, the policy has proven effective in reducing or preventing public health risks, financial liabilities, and legal concerns related to environmental contamination and abatement. By prioritizing non-chemical pest management strategies, the City has minimized reliance on pesticides while maintaining effective pest control measures.

POLICY CONSIDERATIONS

The recommendation is consistent with the IPM policy.

The recommendation may be found consistent with the National Pollutant Discharge Elimination System Phase II Municipal Small Separate Storm Sewer System Permit for stormwater quality.

The recommendation may also be found 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.*

FINANCIAL CONSIDERATIONS

The implementation of the IPM policy is included in the City's existing budget; no additional funding is requested.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

The recommendation is exempt from the environmental review requirements of the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of Title 14 of the California Code of Regulations because it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment. Further, the recommendation is exempt from CEQA on the separate and independent ground that it is an action of a regulatory agency (i.e. City) for the protection of the environment because, among other things, it will regulate the use of chemical pesticides. Thus, the recommendation is categorically exempt from the requirements of CEQA under Section 15308 of Title 14 of the California Code of Regulations as an action by a regulatory agency for the protection of the environment.

OPTIONS

1. Receive and file the 2024 Annual Integrated Pest Management Report. (Staff recommendation)
2. The City Council could choose to not approve the recommendation and direct staff as determined appropriate.

ATTACHMENTS

Attachment A: 2024 Annual Integrated Pest Management Report

Staff contact:
Tiffany Smith, Parks and Facilities Supervisor
(805) 755-4466; tiffanys@carpinteriaca.gov

Signature for

Reviewed by:
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Signature

Reviewed by:
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Signature

Reviewed by:
Michael Ramirez, City Manager
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Signature

ATTACHMENT A

2024 Annual Integrated Pest Management Report

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CITY OF CARPINTERIA

Annual Integrated Pest Management Report

2024

Prepared by:

Tiffany Smith
Parks and Facilities Supervisor
ISA Certified Arborist WE-10226A

TABLE OF CONTENTS

Introduction 1
Pest Issues and Control Tactics 3
Appendix 9
Safety Data Sheets
List of Trained Personnel
Glyphosate Fact Sheet

INTRODUCTION

On January 9, 2012, the City Council adopted Resolution No. 5355, establishing an Integrated Pest Management (IPM) policy. The IPM policy is intended to manage pests by reducing or eliminating the use of pesticides at City facilities or improvements including buildings, grounds, open spaces, parks, and streets. The implementation of the IPM policy provides for long term beneficial effects on the overall public health. The IPM policy does not completely prohibit the use of pesticides. Rather, it requires the establishment of pesticide free zones where no pesticides are to be used within park play structures and picnic areas unless an emergency arises. The IPM policy references the use of pest control options and tactics from the University of California, Davis; California Invasive Plant Council; and California Department of Pesticide Regulation.

The IPM policy includes the following tenets:

1. Establishes the goal of reducing or eliminating the use of toxic pesticides through the use of common-sense principles of IPM. Use of IPM tactics, such as eliminating habitat, eliminating food sources, mulching, hand or mechanical weeding and rodent trapping, will be the first line of defense.
2. Establishes the use of IPM methodology for selecting the appropriate pest intervention options. Observation, identification and monitoring are three keys to early actions.
3. Commits the City to establish pesticide free zones where no pesticides will be used unless an emergency arises. These areas will include park play structures and picnic areas.
4. References the use of IPM tactics from reputable mainstream sources; specifically, the University of California at Davis, the California Invasive Plant Council and the California Department of Pesticide Regulation.
5. Avoids whenever possible the contamination of buildings, soil, air, and water and protects people, animals and beneficial plants and insects from toxic exposures.
6. Establishes the requirement that all personnel involved in pest management at the City receive training and continuing education on the use of pesticides.
7. Requires cooperation and communication between City departments and City Contractors by setting standard operating procedures for the control of pests.
8. Establishes an IPM Advisory Committee (IPMAC) with up to nine members that includes representation from the Parks, Recreation, and Community Services Department, Public Works Department, Carpinteria Open Space Management Advisory Board, and at least two at large community members that can make recommendations to the City Council on implementation and amendment of the IPM policy.
9. Establishes a public outreach and information program to help others in the community reduce the use of pesticides.
10. Establishes that effective public notification will be implemented when pesticides are used. The utilization of a Pesticide Hazard and Exposure Reduction (PHAER) Zone system is to be utilized to help accomplish the public notification objective. The PHAER Zone system also includes the creation of a

color metric pesticide list potentially used by the City which groups pesticides into three groups with low (green) medium (yellow) and high (red) toxicity.

The IPM policy requires year-round management including an annual report of any pesticide use, pest intervention options and tactics, and any recommendations for the ensuing year. Pursuant to the IPM policy, this report discloses information about issues and control tactics regarding the following encountered pests in year 2024:

- Weed and invasive plants
- Insects
- Rodents

Copies of safety data sheets of pesticide products and list of trained personnel of administering pesticides, respectively, are shown in the Appendix.

The 2024 Annual Integrated Pest Management Report does not include cost information, and cost-per-incident varies depending on the type of pest. Since the establishment of the IPM policy, implementation is shown to avoid or reduce the public health, financial, and legal risks of environmental cleanup and/or abatement.

A copy of this report is filed with the City Clerk for public inspection.

PEST ISSUES AND CONTROL TACTICS

1. Weeds and Invasive Plants

All weed and invasive plant control used manual methods including hand-hoeing or pulling, mower and weedeater equipment, and mulching. Herbicides were used for excessive infestation on an as-needed basis in the following areas:

- Coastail Vista Trail- Interim Linden Avenue to Holly Avenue Spur
- El Carro Park
- Franklin Creek Park
- Heath Ranch Park
- Viola Fields

Pesticide free zones were also establised in the aforementioned areas.

Although glyphosate is determined to be safe based on independent scientific research, no glyphosate was used during the current reporting period. See Glyphosate Fact Sheet in the Appendix.

Broadleaf Weeds

Sometimes, broadleaf weeds can be controlled by simply altering the cultural practices to favor the grass plants rather than the weeds. Cultural controls may include raising or lowering the mowing height, changing the frequency of mowing, lengthening or shortening the period between irrigations, and/or increasing the application of fertilizer and aeriation of the soil to ameliorate compaction.

Clover is the primary broadleaf weed. A dense infestation of broadleaf weeds such as clover will out compete the desired Bermuda grass but does not stand up to the rigors of sports play. As the turf weakens, the broadleaf weeds will readily invade the open areas that remain.

Due to the continuing growth of broadleaf weeds in sports fields, herbicides are recommended for use in order to improve turf conditions. Applications must be performed by trained personnel. A combination of proper cultural practices and herbicide is sometimes necessary to effectively control broadleaf weeds in turf.

Turf Encroachment

Another issue experienced in sports fields is the encroachment of turf into the softball and baseball infields. Turf that has encroached into the “skinned” area must be removed. Mechanical removal method is the only method to eliminate turf that has encroached because herbicides are not effective in these instances. The cost of mechanical removal method is higher, but the mechanical removal method is very effective.

Mulching

Mulching provides for the following benefits in controling weeds:

- ✓ Reduces weed growth thereby reducing the need for herbicides or mowing.
- ✓ Holds in soil moisture and conserves water.
- ✓ Helps to keep the root zone temperatures at a beneficial level.
- ✓ Organic mulch such as wood chips adds nutrition as it breaks down.

Wood chips from tree grindings are regularly stockpiled on the City Hall Campus and are used as mulch for City parks, open spaces, and parkways. The wood chips are also made available to Carpinteria residents. The wood chips were used in the following areas:

- Carpinteria Community Garden
- City Hall
- Coastail Vista Trail- Interim Linden Avenue to Holly Avenue Spur
- El Carro Park
- Heath Ranch Park
- Monte Vista Park
- Seaside Park
- Tomol Interpretive Play Area
- Viola Fields

2. Insects

California Oak Moths

The California oak moth (*Phryganidia californica*) is a native insect of coastal California. Oak moth caterpillars voraciously feed upon the leaves of native Coast Live Oak trees and also some deciduous trees. The tan brown adult moths are commonly seen as they hover around infested trees. They prolifically mate and lay eggs for the next generation of caterpillars. The next generation of caterpillars feed on oak leaves. Extreme oak worm outbreaks occur approximately every eight to ten years. In the most extreme conditions, the infestation may lead to severe oak defoliation. During these outbreaks caterpillars are often seen suspending from silk strands, dropping to the ground, and congregating on surfaces such as benches, drinking fountains, and sidewalks. The infestation of the California oak moth was reduced.

Imidacloprid injections were used on the majority of Coast Live Oak trees in the following areas:

- Eighth Street (Street Trees)
- Franklin Creek Park
- Heath Ranch Park

- Memorial Park
- Ogan Road (Street Trees)

Pesticide free zones were established in the following areas:

- El Carro Park
- Franklin Creek Park
- Heath Ranch Park
- Memorial Park
- Monte Vista Park

The imidacloprid is taken up by the tree relatively slow and starts killing chewing insects after a few days. The imidacloprid continues to kill chewing bugs in the tree for up to a year with one injection. Direct injection of pesticides into the trunk of trees is an environmentally sound and economical way of treating for many kinds of insects that feed on trees. With injection into the circulatory system of a tree, a much lower dosage is needed because it all goes into the tree as opposed to spraying which deposits pesticide on the ground and adjacent areas for exposure to unintended receptors. Trunk injection was efficient and worked fast for insect damage control.

Aphids

Ash trees and magnolia trees experienced aphid infestations. Aphids exude a sticky residue that was causing unpleasant staining and stickiness on sidewalks and other surfaces. The infestation can be detrimental to the health of the tree and can spread to other landscape plants. Imidicloprid injections were used in the following areas:

- Malibu Drive (Street Trees)
- Sterling Avenue (Street Trees)

Sprays with neem oil were also used. Trilogy is the brand name for a clarified hydrophobic extract of neem oil. Neem oil is a naturally occurring pesticide found in seeds from the neem tree. It has been used for hundreds of years to control pests and diseases. Components of neem oil can be found in many products today. These include toothpaste, cosmetics, soaps, and pet shampoos. Neem products do not necessarily provide absolute insect control. However, frequent applications can reduce aphid populations by repelling them and inhibiting their larval development, growth, fertility, mating, and egg laying as well as deterring feeding. Sprays were used in the following areas:

- Carpinteria Community Garden (Grounds)
- Carpinteria Community Library (Grounds)
- City Hall (Grounds)
- Veterans Memorial Building (Grounds)

Public education of aphid prevention was conducted by the Carpinteria Community Garden.

Ants

EcoVia was used for ants. It contains thyme oil and rosemary oil, and it is compliant with the National Organic Program. It is also an EPA exempt, FIFRA25-b organic essential oil insecticide. EcoVia was used in the following areas:

- Carpinteria Community Library (Building)
- City Hall (Building)
- Veterans Memorial Building

The Carpinteria Community Garden makes compost which is used to amend garden beds for ensuring rich soil provides plants with healthy defenses against insect pests. In addition, the cultivation of many "insectary" plants (i.e. plants especially attractive to beneficial insects) provides a robust ecosystem of insects that feed on common garden pests such as aphids, scale, and white flies. Bat boxes were also installed at the Carpinteria Community Garden in an effort to control invasive insects.

3. Rodents

Rats and Mice

Terad3 Rodenticide bait and Contrac Blox (bromadiolone) were used for rats and mice. Terad3 Rodenticide bait was used in the following areas:

- City Hall (Building)
- Carpinteria Community Pool (Building)
- Carpinteria Community Library (Building)
- Veterans Memorial Building

Cholecalciferol was used as a single feeding bait. Cholecalciferol is also known as vitamin D_3. Once the rat or mouse eats a lethal dose, their blood calcium begins to rise to a level that is lethal to the rodent. It is a type of vitamin D which is made by the skin when exposed to sunlight. It is found in some foods, and it is also manufactured and sold as a dietary supplement. Cholecalciferol was used in the following areas:

- Carpinteria Community Pool (Building)
- City Hall (Building)

Gophers

Another area of constant effort is in the control of gophers. Gophers can pose a serious threat to turf areas, especially sports fields. Gopher holes in sports fields and parks pose a serious risk of injury to athletes and park goers. Gophers continue to be a major concern at El Carro and Viola playing fields. Gophers use their forepaws and incisor teeth to burrow and tunnel into the earth. Plant eaters by nature, they uproot and feed upon plants. Gophers are considered solitary rodents, yet dozens can infest an open

field if no control program is in place. Gopher mounds are often built in a line, indicative of a deeper tunnel system. Pocket gophers invade parks, yards and gardens, feeding on many garden crops, ornamental plants, vines, shrubs, and trees. A single gopher can inflict considerable damage in a very short time. Gophers gnaw and damage plastic water lines and irrigation systems. Their tunnels may divert and carry off irrigation water, which leads to soil erosion and inefficient water use. Mounds on turf areas interfere with mowing equipment and collapsing tunnels can create tripping and injury hazards. Sports fields suffer extensive damage when gopher infestations occur. It is unclear if plant stress from lack of irrigation has worsened the damage to sports field due to gophers. Irrigated turf areas commonly attract gophers because moist soils have more succulent root systems required for food. Non-irrigated areas surrounding the sports fields may be unable to support gopher populations so the animals migrate to greener pastures.

The California Fish and Wildlife Code classifies pocket gophers as non-game mammals. This means that if a gopher is causing property damage you can control them at any time and in any legal manner. The City continues to use a trapping service to help control gopher populations. It was effective, but it is not ideal. Since trapping techniques require observing active gophers, field damage continues to occur but with minimal damage.

Gopher trappings were used in the following areas:

- City Hall (Grounds)
- El Carro Park
- Franklin Creek Park
- Heath Ranch Park
- Memorial Park
- Veterans Memorial Building (Grounds)
- Viola Fields

In addition, carbon dioxide gas was used for gophers. The carbon dioxide gas settles into gopher tunnels and displaces breathable air causing suffication. Carbon dioxide gas was used in the following areas:

- Carpinteria Creek Park
- City Hall (Grounds)
- El Carro Park
- Franklin Creek Park
- Heath Ranch Park
- Memorial Park
- Monte Vista Park
- Veterans Memorial Building (Grounds)
- Viola Fields

APPENDIX

CONTRAC BLOX

SAFETY DATA SHEET	ACCORDING TO REGULATION EC: Regulation (EU) 2015/830	DATE OF ISSUE: July 2017	PREPARED BY: CAR

SECTION 1. Identification of the substance/mixture and of the company /undertaking

1.1. Product Identifier:

CONTRAC BLOX

1.2. Relevant identified uses of the substance or mixture and uses advised against

1.2.1 Relevant identified uses

USE: Anticoagulant Rodenticide – Ready to use (RB)

FORM: Wax block bait (BB)

1.2.2 Uses advised against

Use only for the purpose detailed in Section 1.2.1

1.3. Details of the supplier of the safety data sheet

MANUFACTURER:
Bell Laboratories, Inc.
3699 Kinsman Blvd. Madison, WI 53704, USA
t: +1 608 241 0202
e: registration@belllabs.com

AUTHORISATION HOLDER:
Bell Laboratories, Inc.
Chaucer House, Chaucer Rd.
Sudbury, Suffolk
CO10 1LN, UK
e: emea@belllabs.com

1.4. Emergency telephone number: +1-952-852-4636 –Available 24h

English language phone service or Local or Regional Poison Control Centre.

SECTION 2. Hazards identification

2.1. Classification of the substance or mixture

Classification according to Regulation (EC) No. 1272/2008 [CLP]:

STOR RE2 H373: May cause damage to the blood through prolonged or repeated exposure

2.2 Label Elements

Labelling according to Regulation (EC) 1272/2008

Hazard Pictogram:

Signal Word: Warning

Hazard Statement(s) (CLP):

H373: May cause damage to the blood through prolonged or repeated exposure.

Precautionary Statements:

P102: Keep out of reach of children.
P103: Real label before using
P314: Get medical attention if you feel unwell.
P501: Dispose of contents/container in accordance with national regulations

2.3. Other Hazards

None

SECTION 3. Composition/information on ingredients

3.1 Substances: No substances fulfill the criteria set forth in Annex II Section A of the REACH regulation (EC) No 1907/2006

3.2. Mixtures: Description of the mixture: Formulated dry rodenticide bait containing Bromadiolone

Chemical name* (IUPAC)	% By weight*	CAS No.	EC No.	Classification**	
Bromadiolone [3-[3-(4'-Bromo-[1,1'-biphenyl]-4-yl)-3-hydroxy-1-phenylpropyl]-4-hydroxy-2H-1-benzopyran-2-one]	0.005 %	28772-56-7	249-205-9	**Regulation 1272/2008**	Acute Tox. 1 (oral) H300 Acute Tox. 1 (dermal) H310 Acute Tox 1 (Inhalation) H330 STOT RE 1 H372 Aquatic chronic 1 H410

*Unlisted components not listed are non-hazardous

SECTION 4. First aid measures

4.1. Description of first aid measures
General Advice: Please refer to the instructions below for each specific way of exposure.
Ingestion: Rinse mouth carefully with water. Do not give anything by mouth or induce vomiting unless instructed by physician.
Inhalation: Not applicable**.**
Eye contact: Flush with cool water for at least 15 minutes. If irritation develops, obtain medical assistance.
Skin contact: Wash with soap and water. If irritation develops, obtain medical assistance.

4.2. Most important symptoms and effects, both acute and delayed
Ingestion of excessive quantities may cause nausea, vomiting, loss of appetite, extreme thirst, lethargy, diarrhea, bleeding.

4.3. Indication of any immediate medical attention and special treatment needed
Advice to physician: If ingested, administer Vitamin K_1 intramuscularly or orally as indicated for bishydroxycoumarin overdoses. Repeat as necessary as based upon monitoring of prothrombin times.
Antidote: Phytomenadione, Vitamin K_1 is antidotal

SECTION 5. Firefighting measures

5.1. Extinguishing media
Suitable Extinguishing Media: water, foam or inert gas.
Unsuitable Extinguishing Media: None known.

5.2. Special hazards arising from the mixture: High temperature decomposition or burning in air can result in the formation of toxic gases, which may include carbon monoxide and traces of bromine and hydrogen bromide.

5.3. Advice for firefighters: Wear protective clothing and self-contained breathing apparatus.

SECTION 6. Accidental release measures

6.1. Personal precautions, protective equipment and emergency procedures
6.1.1 For non-emergency personnel: Protective equipment should be worn when handling the bait. Collect spillage without creating dust.
6.1.2 For emergency responders: Protective equipment should be worn when handling the bait. Collect spillage without creating dust.

6.2. Environmental precautions: Do not allow bait to enter drains or water courses. Where there is contamination of streams, rivers, or lakes contact the appropriate respective authorities.

6.3. Methods and materials for containment and cleaning up
6.3.1 For Containment: Sweep up spilled material immediately. Place in properly labeled container for disposal.
6.3.2 For Cleaning Up: Wash contaminated surfaces with detergent. Dispose of all wastes in accordance with all local, regional and national regulations.
6.3.3 Other Information: Not applicable

6.4. Reference to other sections: Refer to Sections 7, 8 & 13 for further details of safe handling, personal protective equipment, and disposal considerations.

SECTION 7. Handling and storage

7.1. Precautions for safe handling
7.1.1 Protective Measures: Keep product in the original container. Do not handle the product near food, animal foodstuffs or drinking water. Keep out of reach of children. Do not use near heat sources, open flame, or hot surfaces.
7.1.2 Advice on general occupational hygiene: Do not eat, drink or smoke whilst handling. Wash thoroughly with soap and water after handling.

7.2. Conditions for safe storage, including any incompatibilities
Store only in original container in a cool, dry place, inaccessible to pets and wildlife. KEEP OUT OF REACH OF CHILDREN. Keep container tightly closed when not in use.

7.3. Specific end uses(s)
Rodenticide - ready to use

SECTION 8. Exposure controls/personal protection

8.1. Control Parameters
Occupational exposure limits: Not established
8.2. Exposure Controls
8.2.1 Appropriate engineering controls: Not required
8.2.2 Personal Protection
Respiratory protection: Not required
Eye protection: Not required
Skin protection: Wear rubber gloves (for example, EN 374 or disposable latex gloves)
Hygiene recommendations: Wash thoroughly with soap and water after handling.
8.2.3 Environmental exposure controls: Prevent the substance from entering drains and water-courses.

SECTION 9. Physical and chemical properties

9.1. Information on basic physical and chemical properties

Appearance/Colour:	Blue solid wax blocks
Odour:	Sweet grain-like
Odour Threshold:	No data
pH:	Not applicable, not dispersible with water
Melting point:	No data (melting point for Bromadiolone is 192.6 – 193.9°C)
Boiling point:	No data
Flash point:	Not applicable
Evaporation rate:	Not applicable, is a solid
Upper/lower flammability or explosive limits:	No data
Vapour Pressure:	Not applicable
Relative Density:	1.12 g/mL @ 20°C
Solubility (water):	Not water soluble
Partition coefficient: n-octanol/water:	No data
Auto-ignition temperature:	Not applicable
Decomposition temperature:	No data
Explosive properties:	Not applicable
Oxidising properties:	Not applicable

9.2. Other Information: None known

SECTION 10. Stability and reactivity

10.1. Reactivity: Stable when stored in original container in a cool, dry location. There are no particular risks of reaction with other substances in normal conditions of use.

10.2. Chemical stability: Stable when stored in original container in a cool, dry location.

10.3. Possibility of hazardous reactions: Please refer to 10.6 (Hazardous decomposition products).

10.4. Conditions to avoid: Avoid extreme temperatures (below 0°C or above 40°C).

10.5. Incompatible materials: Avoid strongly alkaline materials.

10.6. Hazardous decomposition products: High temperature decomposition or burning in air can result in the formation of toxic gases, which may include carbon monoxide and traces of bromine and hydrogen bromide.

SECTION 11. Toxicological information

11.1. Information on toxicological effects
11.1.1 Substances : Not applicable
11.1.2 Mixtures – Not applicable
11.1.2.1 (a) Acute Toxicity
LD50, oral (ingestion): >5000 mg/kg (rats) (Bromadiolone Rat LD50 oral: <5mg/kg bw).
LD50, dermal (skin contact): > 5001 mg/kg (rats) (Bromadiolone Rat LD50 dermal: 7.48 mg/kg bw (female rats).
LC50, inhalation: Not applicable
11.1.2.1 (b) Skin corrosion/irritation : Not irritating to skin.
11.1.2.1 (c) Serious eye damage/Irritation: Not irritating to eyes.
11.1.2.1 (d) Respiratory or skin sensitization: Dermal sensitization: Not a Sensitizer (Buehler test method).
11.1.2.1 (e) Germ cell mutagenicity: Not considered to have a mutagenetic effect.
11.1.2.1 (f) Carcinogenicity: Contains no components known to have a carcinogenetic effect.
11.1.2.1 (g) Reproductive Toxicity: No data available.

11.1.2.1 (h) STOT-Single Exposure: No data available.
11.1.2.1 (i) STOT Repeated Exposure: Specific Target organ toxicity – Repeated exposure, Category 2
11.1.2.1 (j) Aspiration Hazard: Not relevant.

SECTION 12. Ecological information

General Information: The environmental risk assessment shows that Bromadiolone does not cause unacceptable risk in the aquatic environment, terrestrial environment or in the atmosphere. Bromadiolone is neither expected to accumulate in sediment nor contaminate groundwater. Predatory and scavenging mammals and birds might be poisoned if they have eaten the bait. Use a bait station to minimize these risks. Please note, the data below reflects the active ingredient Bromadiolone. This product is formulated @0.005% or 50ppm Bromadiolone. When compared to the data relevant to the active ingredient, ecological effects should be significantly lower for this product.

12.1. Toxicity
For Bromadiolone:
Fish: 96h LC50 ((*Oncorhynchus mykiss*)) = 4.33 mg/l
Invertebrates: 48h EC50 (*Daphnia magna*) 0.222 mg/l
Algae: 72h EbC50 *Selenastrum capricornutum* = >ErC50 = 7.31 mg/l
Microorganisms (activated sludge): EC50 >100 mg/L (based on water solubility at pH 7 and T = 20°C)
12.2. Persistence and degradability: For Bromadiolone: Not readily biodegradable under normal conditions. However, photolysis of Bromadiolone is rapid with a half-life 0.5 hours or less (pH7 and 9, 25°C). In addition Bromadiolone is not volatile and therefore would not be expected to be present in the air in significant quantities.
12.3. Bioaccumulative potential: For Bromadiolone: Log Pow is >3, which indicates a potential to bioaccumulate
BCF: For Bromadiolone, estimated for freshwater fish = 1750 (QSAR by Vieth et al (1979))
12.4. Mobility in Soil: KOC: 1223 to 36011 mL/g (advanced adsorption test). Mobility of Bromadiolone in soil is considered to be limited..
12.5. Results of PBT and vPvB assessment: Other than the active ingredient, this mixture does not contain any substances that are assessed to be PBT or vPvB.
12.6. Other adverse effects: None.

SECTION 13. Disposal considerations

13.1. Waste Treatment Methods
13.1.1 Product/packaging disposal: Wastes resulting from use may be disposed of on-site or at an approved waste disposal facility. Dispose of all wastes in accordance with all local, regional and national regulations.
13.1.2 Waste treatment-relevant information: Wastes resulting from the use of this product may be disposed of on site or at an approved waste disposal facility.
13.1.3 Sewage disposal-relevant information: Not applicable
13.1.4 Other disposal recommendations: None

SECTION 14. Transport information

14.1. UN number: Not applicable

14.2. UN proper shipping name: ADR/RID (Road/Rail)**:** Not applicable

14.3. Transport hazard class(es): Not applicable

14.4. Packing group: Not applicable

14.5. Environmental hazards
ADR/RID (Road/Rail): Not considered hazardous by ADR/RID Regulations for transportation via road/rail.
IMDG (Maritime): Not considered hazardous by IMO Regulations for transportation *via* vessel.
IATA (Air): Not considered hazardous by IATA Regulations for transportation *via* air.

14.6. Special precautions for user: Not applicable

SECTION 15. REGULATORY INFORMATION

15.1. Safety, health and environmental regulations/legislation specific for the substance or mixture: Regulated under Regulation (EU) 528/2012
Substances in Candidate list (Art 59 REACH) : None
Substances subject to authorization (Annex XIV REACH): None
Restrictions (Annex XVII REACH): None
15.2. Chemical safety assessment: Exempt, CONTRAC BLOX is regulated under Regulation (EU) 528/2012

SECTION 16. OTHER INFORMATION

CLASSIFICATION AND PROCEDURES USED IN PREPARATION OF THIS SDS: Regulation (EU) 2015/830, Regulation 528/2012,

16.1. Abbreviations and acronyms
Not applicable

16.2. Key literature references and sources of data
Assessment Report (Inclusion of active substances in Annex I to Directive 98/8/EC, 17 September 2009, revised 16 December 2010. EU Regulation 2015/830 and 528/2012

16.3. Classification and procedure used to derive the classification for mixtures according to Regulation (EC) 1272/2008 [CLP]

Classification according to Regulation (EC) No. 1272/2008: Not classified on the basis of available test data.

Classification according to Directive 1999/45/EC: Not classified on the basis of available test data.

16.5. Further Information: This Safety Data Sheet has been compiled in accordance with Regulation (EU) 2015/830, (EC) No 1907/2006 (as amended by Regulation (EU) No 453/2010), and Regulation (EC) 1272/2008. For additional information, please contact the manufacturer noted in Section 1. The information provided in this Safety Data Sheet has been obtained from sources believed to be reliable. Bell Laboratories, Inc. provides no warranties; either expressed or implied, and assumes no responsibility for the accuracy or completeness of the data contained herein. This information is offered for your consideration and investigation. The user is responsible to ensure that they have all current data relevant to their particular use.

1. PRODUCT IDENTIFICATION

1.1. Product Identifiers

Product name : **EcoVia™ EC Emulsifiable Concentrate – Diluted with water at 6 fl oz/gal**

Other Means of Identification

Product synonyms : none

1.2. Recommended Uses/Restrictions to Use

Uses : FIFRA 25(b) exempt "minimum risk" pesticide product for the control of various pest species per label – ready to use dilution(s)

Restrictions : See product label for details

1.3. Supplier Details

Company : Rockwell Labs Ltd
1257 Bedford Avenue
North Kansas City, MO 64116-4308
USA

Telephone : 1 816-283-3167

1.4. Emergency Contact

Outside normal business hours

Emergency Phone # : 1 800-424-9300 (USA & Canada)
1 703-527-3887 (Outside USA & Canada)

2. HAZARDS IDENTIFICATION

2.1. Classification of Substance or Mixture

none

2.2. GHS label elements, including precautionary statements

Pictogram(s) none

Signal word none

Hazard statement(s)

H226 none

Precautionary statement(s)

P210 none

2.3. Other hazards which do not result in classification

none

3. COMPOSITION/INFORMATION ON INGREDIENTS

3.1. Substances

No data available

3.2. Mixtures

Hazardous component(s) or components of note:

Chemical Identity	Contains (% w/w)	CAS-No.	Hazard Classification
none	-----	-----	-----

4. FIRST AID MEASURES

4.1. Description of first aid measures

General advice

Consult a physician or poison control center. Provide this safety data sheet to medical personnel. Move out of hazardous areas.

If inhaled

Move person to fresh air. If person is not breathing, call 911 or an ambulance, then give artificial respiration, preferably mouth to mouth if possible. Call a poison control center or doctor for further treatment advice.

In case of skin contact

Take off contaminated clothing. Rinse skin immediately with plenty of water for 15-20 minutes. Call a poison control center or doctor for treatment advice.

In case of eye contact

Hold eye open and rinse slowly and gently with water for 15-20 minutes. Remove contact lenses, if present, after the first five minutes, then continue rinsing eye. Call a poison control center or doctor for treatment advice.

If swallowed

Call a poison control center or doctor for treatment advice. Have person sip a glass of water if able to swallow. Do not induce vomiting unless told to do so by a poison control center or doctor. Do not give anything by mouth to an unconscious person.

4.2. Most important symptoms and effects, both acute and delayed

No data available

4.3. Indication of any immediate medical attention and special treatment needed, if necessary

None known

5. FIRE FIGHTING MEASURES

5.1. Extinguishing media

Suitable extinguishing media: use water spray, alcohol-resistant foam, dry chemical or carbon dioxide.

5.2. Specific hazards arising from the chemical

Oxides of carbon, nitrogen, and sulfur.

5.3. Special protective equipment and precautions for fire fighters

Wear self contained breathing apparatus for firefighting if deemed necessary.
Additional information: none.

5.4. Further information

No data available

6. ACCIDENTAL RELEASE MEASURES

6.1. Personal precautions, protective equipment and emergency procedures

Avoid contact with spilled product and contaminated surfaces. Evacuate personnel to safe areas during emergencies. For safe handling instructions see section 7. For proper PPE see section 8.

6.2. Environmental precautions

Prevent further leakage or spillage if safe to do so.

6.3. Methods and materials for containment and cleaning up

Wipe up any spilled material and dispose of according to instructions in section 13. Wash contaminated surfaces with soap and water.

7. HANDLING AND STORAGE

7.1. Precautions for safe handling

Handle in accordance with good industrial hygiene practices. Wash hands before eating, drinking, chewing gum, using tobacco or using the toilet. For additional precautions see section 2.2

7.2. Conditions for safe storage, including any incompatibilities

Store upright in original container. Do not store where children or animals may gain access.

8. EXPOSURE CONTROLS/PERSONAL PROTECTION

8.1. Control parameters

Components with workplace parameters

Component	CAS-No.	Value	Control parameters	Basis
Isopropyl alcohol	67-63-0	TWA	400 ppm	NIOSH REL
		ST	500 ppm	
		TWA	400 ppm	OSHA PEL

8.2. Appropriate engineering controls

Ensure relevant engineering controls are employed to prevent exceeding threshold values for the listed control parameters in section 8.1.

8.3. Individual protection measures, such as personal protective equipment

In normal use and handling conditions refer to the product label for required PPE. In all other cases the following recommendations would apply.

Eye/face protection
Safety glasses or other similar eye protection conforming to ANSI Z87.1 standards recommended when handling product.

Skin protection
Chemical resistant nitrile rubber or similarly compatible gloves recommended when handling product. Dispose of contaminated gloves after use in accordance with applicable local and state regulations. Wash exposed skin with soap and water immediately. Wash all contaminated clothing prior to reuse.

Respiratory protection
Not required under normal use conditions. Chemical cartridge respirator with organic vapor cartridge recommended when risk assessment shows need for air-purifying respirators.

Thermal hazards
None known

9. PHYSICAL AND CHEMICAL PROPERTIES

9.1. Information on basic physical and chemical properties

Appearance;	White liquid
Odor;	Thyme
Odor threshold;	No data available
pH;	No data available
Melting point/freezing point;	No data available
Initial boiling point and boiling range;	No data available
Flash point;	> 200 °F (93 °C)
Evaporation rate;	No data available
Flammability (solid, gas);	No data available
Upper/lower flammability or explosive limits;	No data available
Vapor pressure;	No data available
Vapor density;	No data available
Relative density;	0.99 g/ml
Solubility;	Soluble in water
Partition coefficient: n-octanol/water;	No data available
Auto-ignition temperature;	No data available

Decomposition temperature;	No data available
Viscosity;	Similar to that of water

9.2. Additional Information

No data available

10. STABILITY AND REACTIVITY

10.1. Reactivity

No dangerous reactions known.

10.2. Chemical stability

Stable under recommended storage conditions.

10.3. Possibility of hazardous reactions

No data available

10.4. Conditions to avoid

No data available

Incompatible materials

Strong oxidizing agents. Strong reducing agents.

10.5. Hazardous decomposition products

Other decomposition products – no data available

In the event of a fire: see Section 5

11. TOXICOLOGICAL INFORMATION

11.1. Information on toxicological effects

Acute Toxicity Estimate (ATE)

LD50 Oral – Rat – > 5000 mg/kg

LD50 Dermal – Rat – > 5000 mg/kg

LD50 Inhalation – Rat – no data available

Skin corrosion/irritation

No data available

Serious eye damage/irritation

No data available

Respiratory or skin sensitization

No data available

Germ cell mutagenicity

No data available

Carcinogenicity

IARC:	No component of this product presents at levels greater than or equal to 0.1% is identified as probable, possible or confirmed human carcinogen by IARC.
ACGIH:	No component of this product presents at levels greater than or equal to 0.1% is identified as probable, possible or confirmed human carcinogen by ACGIH.

NTP: No component of this product presents at levels greater than or equal to 0.1% is identified as probable, possible or confirmed human carcinogen by NTP.

OSHA: No component of this product presents at levels greater than or equal to 0.1% is identified as probable, possible or confirmed human carcinogen by OSHA.

Reproductive toxicity

No data available

Specific target organ toxicity – single exposure

No data available

Specific target organ toxicity – repeated exposure

No data available

Aspiration hazard

No data available

11.2. Other information

No data available

12. ECOLOGICAL INFORMATION

12.1. Toxicity

Toxicity to fish	LC50 – Pimephales promelas (fathead minnow) – >200 mg/l (96 hr)
Toxicity to daphnia and other aquatic invertebrates	EC50 – Daphnia magna (Water flea) – >100 mg/l (48 hr)

12.2. Persistence and degradability

No data available

12.3. Bioaccumulative potential

No data available

12.4. Mobility in soil

No data available

12.5. Other adverse effects

No data available

13. DISPOSAL CONSIDERATIONS

13.1. Disposal Methods.

The best disposal method is to use the entire quantity per label directions. If it is necessary to dispose of unused material then follow the label instructions and relevant local, state and federal waste disposal guidelines.

Product Disposal:

Do not contaminate water, food or feed by storage or disposal.

Packaging Disposal:

If empty: Place in trash or offer for recycling if available. If partly filled: Call your local solid waste agency or 1-800-CLEANUP which is managed as a public-private partnership.

See section 8 for proper PPE and precautionary handling measures.

14. TRANSPORT INFORMATION

DOT
Not dangerous goods
IMDG
Not dangerous goods
IATA
Not dangerous goods

15. REGULATORY INFORMATION

This chemical is a FIFRA 25(b) Exempt pesticide product that is not registered by the Environmental Protection Agency but is subject to certain labeling requirements under various state pesticide laws. These requirements differ from the classification criteria and hazard information required for safety data sheets, and for workplace labels of non-pesticide chemicals. Following is the hazard information as required on the pesticide label:

KEEP OUT OF THE REACH OF CHILDREN
CAUTION

SARA 302 Components
No chemicals in this material are subject to the reporting requirements of SARA Title III, Section 302.
SARA 313 Components
The following components are subject to reporting levels established by SARA Title III, Section 313:
Isopropyl alcohol – CAS-No. 67-63-0
SARA 311/312 Hazards
None
California Proposition 65 Components
This product does not contain any chemicals known to the state of California to cause cancer, birth defects, or reproductive harm.
TSCA
All components of this product are listed, exempted, or excluded from listing on the U.S. Toxic Substances Control Act chemical substance inventory.

16. OTHER INFORMATION

Acronyms and abbreviations used

LD50	Lethal Dose, 50%
OECD	Organization for Economic Cooperation and Development
IARC	International Agency for Research on Cancer
ACGIH	American Conference of Industrial Hygienists

NTP	National Toxicology Program
OSHA	Occupational Safety and Health Administration
DOT	Department of Transportation
IMDG	International Maritime Dangerous Goods
IATA	International Air Transport Association
SARA	Superfund Amendments and Reauthorization Act
TSCA	Toxic Substances Control Act
CAS-No.	Chemical Abstract Services - Number
PPE	Personal Protective Equipment
HMIS	Hazardous Materials Identification System
NFPA	National Fire Protection Association
PPM	Parts Per Million
ANSI	American National Standards Institute
TWA	Time Weighted Average
PEL	Permissible Exposure Limit
REL	Recommended Exposure Limit
ST	Short Term

Hazard Rating System Crossover

HMIS Rating		NFPA Rating	
Health Hazard:	0	Health Hazard:	0
Flammability:	0	Flammability:	0
Reactivity:	0	Reactivity:	0

Preparation information

Prepared by:	Rockwell Labs Ltd
Version:	1.1
Revision Date:	September 18, 2020
Reason for revision:	Minor reformatting changes

Notice to Reader: The information provided in this Safety Data Sheet has been obtained from sources believed to be reliable. Rockwell Labs Ltd provides no warranties, express or implied, and assumes no responsibility for the accuracy and completeness of the data contained herein. The customer assumes all responsibility for safety and use not in accordance with label instructions. The product names are trademarks of Rockwell Labs Ltd.

SAFETY DATA SHEET

Issue Date: 21-Oct-2020 **Revision Date:** 21-Oct-2020 **Version:** 1

1. PRODUCT AND COMPANY IDENTIFICATION

Product identifier
Product Name: Onslaught® FastCap Spider & Scorpion Insecticide

EPA Registration Number: 1021-2574

Other means of identification
Part Code: 2964B, 2964C

Recommended use of the chemical and restrictions on use
Recommended Use: Insecticide.

Details of the supplier of the safety data sheet

Manufacturer Address: **FAX #:**
McLaughlin Gormley King Company (763) 544-6437
7325 Aspen Lane North
Minneapolis, MN 55428
USA
Telephone Number: (800) 645-6466, or (763) 544-0341
e-Mail Address: mgk-sds@mgk.com

Emergency telephone number
24 Hour TRANSPORTATION Emergency: CHEMTREC®: (800) 424-9300
International: (703) 527-3887

24 Hour MEDICAL Emergency: SafetyCall®: (888) 740-8712, or (952) 852-9509

Comments: MGK® Hours of operation are 8:00 a.m. to 4:30 p.m. CST, 14:00 to 22:30 GMT. For MEDICAL EMERGENCIES or PESTICIDE INCIDENTS, call 24 hours a day to (888) 740-8712, or (952) 852-9509.

2. HAZARDS IDENTIFICATION

Classification:

OSHA Regulatory Status:
This chemical is considered hazardous by the 2012 OSHA Hazard Communication Standard (29 CFR 1910.1200)

Acute toxicity - Oral	Category 4
Acute toxicity - Inhalation (Dusts/Mists)	Category 4
Skin corrosion/irritation	Category 2

Label elements

Emergency Overview

WARNING

Hazard statements
• H302 - Harmful if swallowed

• H332 - Harmful if inhaled
• H315 - Causes skin irritation

Appearance: cream , light yellow / brown **Physical state:** Liquid **Odor** Slight - Sweet

Precautionary Statements - Prevention:
P261 - Avoid breathing dust/fume/gas/mist/vapors/spray
P264 - Wash face, hands and any exposed skin thoroughly after handling
P270 - Do not eat, drink or smoke when using this product
P271 - Use only outdoors or in a well-ventilated area
P280 - Wear protective gloves

Precautionary Statements - Response:
P321 - Specific treatment (see Section 4/ First Aid).
P302 + P352 - IF ON SKIN: Wash with plenty of soap and water
P332 + P313 - If skin irritation occurs: Get medical advice/attention
P362 - Take off contaminated clothing and wash before reuse
P304 + P340 - IF INHALED: Remove victim to fresh air and keep at rest in a position comfortable for breathing
P312 - Call a POISON CENTER or doctor/physician if you feel unwell
P301 + P312 - IF SWALLOWED: Call a POISON CENTER or doctor/physician if you feel unwell
P330 - Rinse mouth

Precautionary Statements - Storage:
P404 - Store in a closed container

Precautionary Statements - Disposal:
P501 - Dispose of contents/container to an approved waste disposal plant

Hazards not otherwise classified (HNOC):
Do not use this product in or on electrical equipment due to the possibility of shock hazard.

3. COMPOSITION/INFORMATION ON INGREDIENTS

Chemical name	CAS No.	Weight-%
Esfenvalerate	66230-04-4	6.40
Prallethrin (ETOC®)	23031-36-9	1.60
Piperonyl Butoxide (PBO)	51-03-6	8.00
Petroleum distillates, hydrotreated light	64742-47-8	<10 *

*The exact percentage (concentration) of composition has been withheld as a trade secret

Comments: Ingredients not identified are proprietary or non-hazardous. Values are not product specifications.

4. FIRST AID MEASURES

Aspiration pneumonia hazard: • Not applicable

Description of first aid measures

Eye contact: Hold eye open and rinse slowly and gently with water for 15-20 minutes. Remove contact lenses, if present, after the first 5 minutes, then continue rinsing eye. Call a poison control center or doctor for treatment advice.

Skin Contact: Take off contaminated clothing. Rinse skin immediately with plenty of water for 15-20 minutes. Call a poison control centeror doctor for treatment advice.

Ingestion: If swallowed, IMMEDIATELY call a poison control center or doctor for treatment advice. DO NOT give **any** liquid to the person. Do not induce vomiting unless told to do so by a poison contol center or a doctor. Never give anything by mouth to an unconscious person.

Inhalation: Remove affected person to fresh air. If person is not breathing, call 911 or an ambulance, then give artificial respiration, preferably mouth-to-mouth if possible. Call a poison control center or doctor for further treatment advice.

Self-protection of the First Responder: Use personal protective equipment as required.

Note to physicians:

For skin effects, a highly efficient therapeutic agent for Pyrethrin/ Pyrethroid exposure is topical application of tocopherol acetate (Vitamin E).

5. FIRE-FIGHTING MEASURES

Suitable extinguishing media
Use extinguishing measures that are appropriate to local circumstances and the surrounding environment.

Unsuitable extinguishing media:
Caution: Use of water spray when fighting fire may be inefficient.

Hazardous combustion products: Carbon monoxide, Carbon dioxide (CO2), Hydrogen cyanide.

Specific hazards arising from the chemical
In the event of fire and/or explosion do not breathe fumes. May cause sensitization by inhalation and skin contact. Thermal decomposition can lead to release of irritating and toxic gases and vapors.

Explosion data
Sensitivity to Mechanical Impact: None.
Sensitivity to Static Discharge: None.

Protective equipment and precautions for firefighters:
As in any fire, wear self-contained breathing apparatus pressure-demand, MSHA/NIOSH (approved or equivalent) and full protective gear.

6. ACCIDENTAL RELEASE MEASURES

Personal precautions, protective equipment and emergency procedures

Personal precautions: Avoid contact with skin, eyes or clothing. Use personal protective equipment as required. Evacuate personnel to safe areas. Keep people away from and upwind of spill/leak.

Environmental precautions: Prevent entry into waterways, sewers, basements or confined areas. Do not flush into surface water or sanitary sewer system. Prevent further leakage or spillage if safe to do so. Prevent product from entering drains. See Section 12 for additional ecological information.

Methods and material for containment and cleaning up

Methods for containment: Prevent further leakage or spillage if safe to do so.

Methods for cleaning up: Cover liquid spill with sand, earth or other non-combustible absorbent material. Cover powder spill with plastic sheet or tarp to minimize spreading. Pick up and transfer to properly labeled containers. Soak up with inert absorbent material. Dam up.

7. HANDLING AND STORAGE

Precautions for safe handling

Advice on safe handling: Avoid contact with skin, eyes or clothing. Wash contaminated clothing before reuse. Use personal protective equipment as required. Do not breathe dust/fume/gas/mist/vapors/spray. Do not eat, drink or smoke when using this product. Use with local exhaust ventilation. For more information, see product label.

Conditions for safe storage, including any incompatibilities

Storage Conditions: Keep container tightly closed in a dry and well-ventilated place. Keep out of the reach of children. Keep containers tightly closed in a cool, well-ventilated place. Keep in properly labeled containers. For more information, see product label.

8. EXPOSURE CONTROLS/PERSONAL PROTECTION

Control parameters

Exposure Guidelines:

Chemical name	ACGIH TLV	OSHA PEL	NIOSH IDLH	Supplier OEL
Petroleum distillates, hydrotreated light 64742-47-8	-	-	-	TWA: 100 ppm TWA: 525 mg/m^3

Appropriate engineering controls

Engineering Controls: Safety showers
Eyewash stations
Ventilation systems

Individual protection measures, such as personal protective equipment

Eye/face protection: Protective eyewear is recommended, but is not required.

Skin and body protection: Wear protective gloves and protective clothing.

Respiratory protection: If exposure limits are exceeded or irritation is experienced, NIOSH/MSHA approved respiratory protection should be worn. Positive-pressure supplied air respirators may be required for high airborne contaminant concentrations. Respiratory protection must be provided in accordance with current local

regulations.

General Hygiene Considerations: When using do not eat, drink or smoke. Wash contaminated clothing before reuse. Regular cleaning of equipment, work area and clothing is recommended.

9. PHYSICAL AND CHEMICAL PROPERTIES

Information on basic physical and chemical properties:

Physical state:	Liquid
Appearance:	cream , light yellow / brown
Odor	Slight - Sweet
Odor threshold:	No information available
Color (Gardner Scale):	No information available

Property:	**Values:**	**Comment: • Method**
pH:	5.5	@ 5% in H_2O.
Melting point / freezing point:	No information available	
Boiling point / boiling range:	No information available	
Flash point:	> 93.3 °C / > 200.0 °F	Tag Closed Cup.
Evaporation rate:	No information available	
Flammability (solid, gas):	No information available	
Upper flammability limit (UEL):	No information available	
Lower flammability limit (LEL):	No information available	
Vapor pressure:	No information available	
Vapor density:	No information available	
Specific Gravity:	No information available	
Water solubility:	No information available	
Partition coefficient; n-Octanol/ Water:	No information available	
Autoignition temperature:	No information available	
Decomposition temperature:	No information available	
Kinematic viscosity:	No information available	
Dynamic viscosity:	1,446 cPs	@ 21.3 °C
Refractive Index:	No information available	

Other Information:

Density	1.011 g/cm^3 @ 20.0 °C
VOC Content (%):	1.95

Miscibility/ Solubility:

Water:	Immiscible
Alcohol:	Immiscible
Aromatic solvents:	Immiscible
Petroleum distillates:	Immiscible

10. STABILITY AND REACTIVITY

Reactivity
No data available

Chemical stability
Stable under recommended storage conditions.

Possibility of Hazardous Reactions

None under normal processing.

Hazardous polymerization: Hazardous polymerization does not occur.

Conditions to avoid
Extremes of temperature and direct sunlight.

Incompatible materials:
Incompatible with strong acids and bases. Incompatible with oxidizing agents.

Hazardous Decomposition Products
Carbon monoxide, Carbon dioxide (CO2), Hydrogen cyanide.

11. TOXICOLOGICAL INFORMATION

Numerical measures of toxicity - Product Information

Oral LD_{50}	1,750 mg/kg (rat)
Dermal LD_{50}	>5,000 mg/kg (rabbit)
Inhalation LC_{50}	>2.04 mg/L, (rat; 4 hours)
Eye contact:	Slightly irritating. Irritation clearing in 72 hours. (rabbit).
Skin Contact:	Moderate irritation at 72 hours. (rabbit).
Skin Irritation Index:	2.4
Sensitization:	Negative. (guinea pig).
Piperonyl Butoxide: **Carcinogenicity/ Oncogenicity:**	Marginally higher incidences of benign liver tumors in mice were observed following lifetime high dose exposures to PBO. The significance of these observations is questionable and under review. The doses at which tumors were observed for PBO greatly exceeded potential human exposure from labeled uses. Doses at which these effects were observed greatly exceeded anticipated human dietary intake. At anticipated dietary exposure levels, it is highly unlikely that this product will result in carcinogenic effects.
Carcinogenicity	This product does not contain any carcinogens or potential carcinogens as listed by OSHA, IARC or NTP
Reproductive toxicity:	No information available.
Developmental Toxicity	No information available.
Teratogenicity:	No information available.
STOT - single exposure:	No information available.
STOT - repeated exposure:	No information available.

12. ECOLOGICAL INFORMATION

Ecotoxicity:

Persistence and degradability
No information available.

Bioaccumulation
No information available.

Chemical name	Partition coefficient; n-Octanol/ Water:
Prallethrin (ETOC®) 23031-36-9	4.49

Other adverse effects: No information available

Environmental hazards (EPA):
Do not discharge effluent containing this product into lakes, streams, ponds, estuaries, oceans or other waters unless in accordance with the requirements of a National Pollutant Discharge Elimination System (NPDES) permit and the permitting authority has been notified in writing prior to discharge. Do not discharge effluent containing this product to sewer systems without previously notifying the local sewage treatment plant authority. For guidance contact your State Water Board or Regional Office of the EPA.

13. DISPOSAL CONSIDERATIONS

Waste treatment methods

Disposal of wastes: Disposal should be in accordance with applicable regional, national and local laws and regulations. For more information, see product label.

Contaminated packaging: For more information, see product label.

14. TRANSPORT INFORMATION

DOT (Department of Transportation)

Proper Shipping Name: Insecticides, Insect or Animal Repellent, Liquid
Hazard Class: This material is not hazardous.

Other DOT Shipping Information: This material is **not** regulated by the DOT as a hazardous material when shipped in Non-Bulk quantities (*i.e.*, less-than 119 Gallons / 450 Liters).

When shipping in Bulk-quantities (*i.e.*, more than 119 Gallons / 450 Liters), please contact MGK® for the proper shipping description.

Air (IATA/ ICAO)

Proper Shipping Name: Insecticides, Insect or Animal Repellent, Liquid
Hazard Class: This material is not hazardous.

Vessel (IMO/ IMDG)

UN/ID Number: UN3082
Proper Shipping Name: Environmentally hazardous substance, Liquid, n.o.s.(Esfenvalerate, Prallethrin)
Hazard Class: 9
Packing Group: III
Marine Pollutant: Yes

15. REGULATORY INFORMATION

US Federal Regulations

SARA 313
Section 313 of Title III of the Superfund Amendments and Reauthorization Act of 1986 (SARA). This product contains a chemical or chemicals which are subject to the reporting requirements of the Act and Title 40 of the Code of Federal Regulations, Part 372

Chemical name	SARA 313 - Threshold Values %

Piperonyl Butoxide (PBO) - 51-03-6	1.0

SARA 311/312 Hazard Categories

Acute health hazard	Yes
Chronic Health Hazard	No
Fire hazard	No
Sudden release of pressure hazard	No
Reactive Hazard	No

CWA (Clean Water Act)

This product does not contain any substances regulated as pollutants pursuant to the Clean Water Act (40 CFR 122.21 and 40 CFR 122.42)

CERCLA

This material, as supplied, does not contain any substances regulated as hazardous substances under the Comprehensive Environmental Response Compensation and Liability Act (CERCLA) (40 CFR 302) or the Superfund Amendments and Reauthorization Act (SARA) (40 CFR 355). There may be specific reporting requirements at the local, regional, or state level pertaining to releases of this material

US State Regulations:

California Proposition 65:

This product does not contain any intentionally added Proposition 65 chemicals

U.S. EPA Label Information:

EPA Registration Number: 1021-2574

Difference between SDS and EPA (FIFRA) Pesticide label:

This chemical is a pesticide product registered by the United States Environmental Protection Agency and is subject to certain labeling requirements under federal pesticide law. These requirements differ from the classification criteria and hazard information required for Safety Data Sheets (SDS), and for workplace labels of non-pesticide chemicals. The pesticide label also includes other important information, including directions for use. The hazard information required on the pesticide label is reproduced below:

Signal word: **CAUTION**

Precautionary Statements:

- Harmful if swallowed
- Causes moderate eye irritation

International Inventories:

TSCA	Complies
DSL/NDSL	Complies
EINECS/ELINCS	Does not comply
ENCS	Does not comply
IECSC	Complies
KECL	Complies
PICCS	Does not comply
AICS	Does not comply

Legend:

TSCA - United States Toxic Substances Control Act Section 8(b) Inventory

DSL/NDSL - Canadian Domestic Substances List/Non-Domestic Substances List
EINECS/ELINCS - European Inventory of Existing Chemical Substances/European List of Notified Chemical Substances
ENCS - Japan Existing and New Chemical Substances
IECSC - China Inventory of Existing Chemical Substances
KECL - Korean Existing and Evaluated Chemical Substances
PICCS - Philippines Inventory of Chemicals and Chemical Substances
AICS - Australian Inventory of Chemical Substances

16. OTHER INFORMATION, INCLUDING DATE OF PREPARATION OF THE LAST REVISION

NFPA	**Health hazards** 2	**Flammability** 1	**Instability** 0	**Physical and Chemical Properties** -
HMIS	**Health hazards** 2	**Flammability** 1	**Physical hazards** 0	**Personal protection** X

Chronic Hazard Star Legend * = *Chronic Health Hazard*

Issue Date:	**Revision Date:**	**Revision Note:**
21-Oct-2020	21-Oct-2020	- Product Code Changed - SDS sections updated - 1 - 4 - 9 - 11 - 12 - 14

SDS Prepared By:
e-Mail Address:

Troy Azzivitto, MGK® Chemistry Department.
mgk-sds@mgk.com

Disclaimer:

The information provided in this Safety Data Sheet (SDS) is provided in good faith and believed to be accurate at the time of preparation of the SDS. However, to the extent consistent with applicable law, MGK® and its subsidiaries or affiliates extend no warranties, make no representations, and assume no responsibility as to the accuracy, suitability, or completeness of such information. Additionally, to the extent consistent with applicable law, neither MGK® nor any of its subsidiaries or affiliates represents or guarantees that this information or product may be used without infringing the intellectual property rights of others. Except to the extent a particular use and particular information are expressly stated on the product label, it is the users' own responsibility to determine the suitability of this information for their own particular use of this product. If necessary, contact MGK® to confirm that you have the most current product label and SDS.

This Safety Data Sheet (SDS) serves different purposes than and DOES NOT REPLACE OR MODIFY THE EPA-APPROVED PRODUCT LABEL (attached to and accompanying the product container). This SDS provides important health, safety, and environmental information for employers, employees, emergency responders and others handling large quantities of the product in activities generally other than product use as required by the Occupational Health and Safety Act (29 CFR 1910.1200, "Hazcom"). The product label provides information specifically for product use in the ordinary course. Use, storage and disposal of pesticide products is regulated by the EPA under the authority of FIFRA through the product label. All necessary hazard classification and appropriate

precautionary use, storage, and disposal information is set forth on that label or labeling accompanying the pesticide or to which reference is made on the label. It is a violation of federal law to use an EPA-registered pesticide product in any manner inconsistent with its labeling.

End of Safety Data Sheet

SECTION 1: IDENTIFICATION OF THE SUBSTANCE/MIXTURE AND OF THE COMPANY/UNDERTAKING

Product identifier

Trade name	SUSPEND® POLYZONE®
Product code (UVP)	84493910
SDS Number	102000030997
EPA Registration No.	432-1514

Relevant identified uses of the substance or mixture and uses advised against

Use	Insecticide
Restrictions on use	See product label for restrictions.

Information on supplier

Supplier	Bayer Environmental Science A division of Bayer CropScience LP 500 Centregreen Way, Suite 400 Cary, NC 27513 USA
Responsible Department	Email: SDSINFO.BCS-NA@bayer.com

Emergency telephone no.

Emergency Telephone Number (24hr/ 7 days)	1-800-334-7577
Product Information Telephone Number	1-800-331-2867

SECTION 2: HAZARDS IDENTIFICATION

Classification in accordance with regulation HCS 29CFR §1910.1200
Skin irritation: Category 2

Labelling in accordance with regulation HCS 29CFR §1910.1200

Signal word: Warning

Hazard statements
Causes skin irritation.

Precautionary statements

Wash thoroughly after handling.
Wear protective gloves.
IF ON SKIN: Wash with plenty of water/ soap.
Specific treatment (see supplemental first aid instructions on this label).
If skin irritation occurs: Get medical advice/ attention.
Take off contaminated clothing and wash before reuse.

Hazards Not Otherwise Classified (HNOC)
No health hazards not otherwise classified.
No physical hazards not otherwise classified.

SECTION 3: COMPOSITION/INFORMATION ON INGREDIENTS

Hazardous Component Name	CAS-No.	Concentration % by weight
Deltamethrin	52918-63-5	4.75

SECTION 4: FIRST AID MEASURES

Description of first aid measures

General advice
When possible, have the product container or label with you when calling a poison control center or doctor or going for treatment.

Inhalation
Move to fresh air. If person is not breathing, call 911 or an ambulance, then give artificial respiration, preferably mouth-to-mouth if possible. Call a physician or poison control center immediately.

Skin contact
Take off contaminated clothing and shoes immediately. Wash off immediately with plenty of water for at least 15 minutes. Call a physician or poison control center immediately.

Eye contact
Hold eye open and rinse slowly and gently with water for 15-20 minutes. Remove contact lenses, if present, after the first 5 minutes, then continue rinsing eye. Call a physician or poison control center immediately.

Ingestion
Call a physician or poison control center immediately. Rinse out mouth and give water in small sips to drink. DO NOT induce vomiting unless directed to do so by a physician or poison control center. Never give anything by mouth to an unconscious person. Do not leave victim unattended.

Most important symptoms and effects, both acute and delayed

Symptoms
To date no symptoms are known.

Indication of any immediate medical attention and special treatment needed

Treatment
Appropriate supportive and symptomatic treatment as indicated by the patient's condition is recommended.

SECTION 5: FIREFIGHTING MEASURES

Extinguishing media

Suitable	Carbon dioxide (CO2), Dry chemical, Foam, Water
Unsuitable	High volume water jet
Special hazards arising from the substance or mixture	Dangerous gases are evolved in the event of a fire.

Advice for firefighters

Special protective equipment for firefighters	Firefighters should wear NIOSH approved self-contained breathing apparatus and full protective clothing.
Further information	Keep out of smoke. Fight fire from upwind position. Cool closed containers exposed to fire with water spray. Do not allow run-off from fire fighting to enter drains or water courses.
Flash point	No data available
Auto-ignition temperature	No data available
Lower explosion limit	No data available
Upper explosion limit	No data available
Explosivity	Not applicable

SECTION 6: ACCIDENTAL RELEASE MEASURES

Personal precautions, protective equipment and emergency procedures

Precautions	Keep unauthorized people away. Isolate hazard area. Avoid contact with spilled product or contaminated surfaces.

Methods and materials for containment and cleaning up

Methods for cleaning up	Dike area to prevent runoff. Soak up with inert absorbent material (e.g. sand, silica gel, acid binder, universal binder, sawdust). Collect and transfer the product into a properly labelled and tightly closed container. Clean contaminated surface thoroughly. Decontaminate tools and equipment following cleanup.
Additional advice	Use personal protective equipment. If the product is accidentally spilled, do not allow to enter soil, waterways or waste water canal.
Reference to other sections	Information regarding safe handling, see section 7. Information regarding personal protective equipment, see section 8. Information regarding waste disposal, see section 13.

SECTION 7: HANDLING AND STORAGE

Precautions for safe handling

Advice on safe handling Handle and open container in a manner as to prevent spillage. Use only in area provided with appropriate exhaust ventilation.

Hygiene measures Wash hands thoroughly with soap and water after handling and before eating, drinking, chewing gum, using tobacco, using the toilet or applying cosmetics.
Remove Personal Protective Equipment (PPE) immediately after handling this product. Remove soiled clothing immediately and clean thoroughly before using again. Wash thoroughly and put on clean clothing.

Conditions for safe storage, including any incompatibilities

Requirements for storage areas and containers Store in a cool, dry place and in such a manner as to prevent cross contamination with other crop protection products, fertilizers, food, and feed. Store in original container and out of the reach of children, preferably in a locked storage area.

SECTION 8: EXPOSURE CONTROLS/PERSONAL PROTECTION

Control parameters

Components	CAS-No.	Control parameters	Update	Basis
Deltamethrin	52918-63-5	0.01 mg/m3 (TWA)		OES BCS*

*OES BCS: Internal Bayer AG, Crop Science Division "Occupational Exposure Standard"

Exposure controls

Personal protective equipment
In normal use and handling conditions please refer to the label and/or leaflet. In all other cases the following recommendations would apply.

Respiratory protection When respirators are required, select NIOSH approved equipment based on actual or potential airborne concentrations and in accordance with the appropriate regulatory standards and/or industry recommendations.

Hand protection Chemical resistant nitrile rubber gloves

Eye protection Tightly fitting safety goggles

Skin and body protection Wear long-sleeved shirt and long pants and shoes plus socks.

General protective measures Follow manufacturer's instructions for cleaning/maintaining PPE. If no such instructions for washables, use detergent and warm/tepid water.
Keep and wash PPE separately from other laundry.

SECTION 9. PHYSICAL AND CHEMICAL PROPERTIES

Appearance	white to light beige
Physical State	suspension
Odor	characteristic
Odour Threshold	No data available
pH	<= 7.0 (100 %) (23 °C)
Viscosity, kinematic	No data available
Vapor Pressure	No data available
Vapor Density (Air = 1)	No data available
Density	ca. 1.05 g/cm³ (20 °C)
Evaporation rate	No data available
Boiling Point	No data available
Melting / Freezing Point	No data available
Water solubility	dispersible
Minimum Ignition Energy	Not applicable
Decomposition temperature	Stable under normal conditions.
Self-accelarating decomposition temperature (SADT)	No data available
Partition coefficient: n-octanol/water	Not applicable
Viscosity	700 - 1,700 cps (25 °C)
Flammability	No data available
Flash point	No data available
Auto-ignition temperature	No data available
Lower explosion limit	No data available
Upper explosion limit	No data available
Explosivity	Not applicable
Particle size	No data available

SECTION 10: STABILITY AND REACTIVITY

Reactivity

Thermal decomposition	Stable under normal conditions.
Chemical stability	Stable under recommended storage conditions.
Possibility of hazardous reactions	No dangerous reaction known under conditions of normal use.
Conditions to avoid	Extremes of temperature and direct sunlight. freezing
Incompatible materials	No incompatible materials known.
Hazardous decomposition products	No decomposition products expected under normal conditions of use.

SECTION 11: TOXICOLOGICAL INFORMATION

Exposure routes	Eye contact, Skin contact, Inhalation
Immediate Effects	
Eye	May cause eye irritation.
Skin	Causes skin irritation.

Information on toxicological effects

Acute oral toxicity	LD50 (female Rat) > 5,000 mg/kg
Acute inhalation toxicity	LC50 (male/female combined Rat) > 2.08 mg/l Exposure time: 4 h Determined in the form of liquid aerosol. Highest attainable concentration. No deaths
	LC50 (male/female combined Rat) > 8.32 mg/l Exposure time: 1 h Determined in the form of liquid aerosol. Extrapolated from the 4 hr LC50.
Acute dermal toxicity	LD50 (male/female combined Rat) > 5,000 mg/kg
Skin corrosion/irritation	Moderate skin irritation. (Rabbit)
Serious eye damage/eye irritation	Moderate eye irritation. (Rabbit)
Respiratory or skin sensitisation	Skin: Non-sensitizing. (Guinea pig)

Assessment STOT Specific target organ toxicity – single exposure

Deltamethrin: Based on available data, the classification criteria are not met.

Assessment STOT Specific target organ toxicity – repeated exposure

Deltamethrin caused neurobehavioral effects and/or neuropathological changes in animal studies. The toxic effects of Deltamethrin are related to transient neurobehavioral effects typical for pyrethroid neurotoxicity.

Assessment mutagenicity

Deltamethrin was not mutagenic or genotoxic in a battery of in vitro and in vivo tests.

Assessment carcinogenicity

Deltamethrin was not carcinogenic in lifetime feeding studies in rats and mice.

ACGIH

None.

NTP

None.

IARC

Deltamethrin	52918-63-5	Overall evaluation: 3

OSHA

None.

Assessment toxicity to reproduction

Deltamethrin did not cause reproductive toxicity in a two-generation study in rats.

Assessment developmental toxicity

Deltamethrin caused developmental toxicity only at dose levels toxic to the dams. The developmental effects seen with Deltamethrin are related to maternal toxicity.

Aspiration hazard

Based on available data, the classification criteria are not met.

Further information

Acute toxicity studies have been bridged from a similar formulation(s).
The non-acute information pertains to the active ingredient(s).

SECTION 12: ECOLOGICAL INFORMATION

Toxicity to fish	LC50 (Oncorhynchus mykiss (rainbow trout)) 0.15 µg/l Exposure time: 96 h The value mentioned relates to the active ingredient deltamethrin.
Toxicity to aquatic invertebrates	EC50 (Daphnia magna (Water flea)) 0.0131 µg/l Exposure time: 48 h The value mentioned relates to the active ingredient deltamethrin.

Toxicity to aquatic plants	EC50 (Algae) > 9.1 mg/l Exposure time: 96 h The value mentioned relates to the active ingredient deltamethrin.
Biodegradability	Deltamethrin: Not rapidly biodegradable
Koc	Deltamethrin: Koc: 10240000
Bioaccumulation	Deltamethrin: Bioconcentration factor (BCF) 1,400 Does not bioaccumulate.
Mobility in soil	Deltamethrin: Immobile in soil
Environmental precautions	Do not allow to get into surface water, drains and ground water. Do not contaminate surface or ground water by cleaning equipment or disposal of wastes, including equipment wash water. Do not apply when weather conditions favor runoff or drift. Do not apply this product or allow it to drift to blooming crops or weeds if bees are visiting the treatment area. Apply this product as specified on the label.

SECTION 13: DISPOSAL CONSIDERATIONS

Waste treatment methods

Product	Do not contaminate water, food, or feed by disposal. Dispose in accordance with all local, state/provincial and federal regulations. Follow advice on product label and/or leaflet.
Contaminated packaging	Do not re-use empty containers. Triple rinse containers. Puncture container to avoid re-use. Consult state and local regulations regarding the proper disposal of container. Follow advice on product label and/or leaflet.
RCRA Information	Characterization and proper disposal of this material as a special or hazardous waste is dependent upon Federal, State and local laws and are the user's responsibility. RCRA classification may apply.

SECTION 14: TRANSPORT INFORMATION

49CFR	Not dangerous goods / not hazardous material

IMDG

UN number	**3082**
Class	9
Packaging group	III
Marine pollutant	YES

Proper shipping name	ENVIRONMENTALLY HAZARDOUS SUBSTANCE, LIQUID, N.O.S. (DELTAMETHRIN SOLUTION)

IATA

UN number	**3082**
Class	9
Packaging group	III
Environm. Hazardous Mark	YES
Proper shipping name	ENVIRONMENTALLY HAZARDOUS SUBSTANCE, LIQUID, N.O.S. (DELTAMETHRIN SOLUTION)

This transportation information is not intended to convey all specific regulatory information relating to this product. It does not address regulatory variations due to package size or special transportation requirements.

Freight Classification:	INSECTICIDES OR FUNGICIDES, N.O.I., OTHER THAN POISON

SECTION 15: REGULATORY INFORMATION

EPA Registration No. 432-1514
US Federal Regulations
TSCA list

Water	7732-18-5
1,2-Propanediol	57-55-6
Butoxypolyethylene-/propylene glycol	9038-95-3

US. Toxic Substances Control Act (TSCA) Section 12(b) Export Notification (40 CFR 707, Subpt D)
No export notification needs to be made.
SARA Title III - Section 302 - Notification and Information
Not applicable.
SARA Title III - Section 313 - Toxic Chemical Release Reporting
None.

US States Regulatory Reporting
CA Prop65
This product does not contain any substances known to the State of California to cause cancer.

This product does not contain any substances known to the State of California to cause reproductive harm.

US State Right-To-Know Ingredients

1,2-Propanediol	57-55-6	MN, RI
Pyrogenic (fumed) amorphous silica	112945-52-5	CA, MN

None.

EPA/FIFRA Information:
This chemical is a pesticide product registered by the Environmental Protection Agency and is subject to certain labeling requirements under federal pesticide law. These requirements differ from the classification criteria and hazard information required for safety data sheets, and for workplace labels of non-pesticide chemicals. Following is the hazard information required on the pesticide label:

Signal word: Caution!

Hazard statements: Causes moderate eye irritation.
Contact with product may result in transient tingling and reddening of the skin.

SECTION 16: OTHER INFORMATION

Abbreviations and acronyms

49CFR	Code of Federal Regulations, Title 49
ACGIH	US. ACGIH Threshold Limit Values
ATE	Acute toxicity estimate
CAS-Nr.	Chemical Abstracts Service number
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
EINECS	European inventory of existing commercial substances
ELINCS	European list of notified chemical substances
IARC	International Agency for Research on Cancer
IATA	International Air Transport Association
IMDG	International Maritime Dangerous Goods
N.O.S.	Not otherwise specified
NTP	US. National Toxicology Program (NTP) Report on Carcinogens
OECD	Organization for Economic Co-operation and Development
TDG	Transportation of Dangerous Goods
TWA	Time weighted average
UN	United Nations
WHO	World health organisation

NFPA 704 (National Fire Protection Association):

Health - 1	Flammability - 1	Instability - 0	Others - none

HMIS (Hazardous Materials Identification System, based on the Third Edition Ratings Guide)

Health - 1	Flammability - 1	Physical Hazard - 0	PPE -

0 = minimal hazard, 1 = slight hazard, 2 = moderate hazard, 3 = severe hazard, 4 = extreme hazard

Reason for Revision: The following sections have been revised: Section 11: Toxicological Information. Reviewed and updated for general editorial purposes.

Revision Date: 05/20/2020

This information is provided in good faith but without express or implied warranty. The customer assumes

all responsibility for safety and use not in accordance with label instructions. The product names are registered trademarks of Bayer.

TERAD3® BLOX

SAFETY DATA SHEET	**ACCORDING TO REGULATION:** OSHA Hazard Communication Standard 29 CFR 1910.1200	**DATE OF ISSUE:** January 2020	**PREPARED BY:** CAR

SECTION 1. PRODUCT AND COMPANY IDENTIFICATION

Product Identifier: TERAD3® BLOX
EPA Registration Number: 12455-106
Relevant identified uses: Acute Rodenticide - Ready to use
Uses advised against: Use only for the purpose described above

MANUFACTURER/SUPPLIER:
Bell Laboratories, Inc.
3699 Kinsman Blvd.
Madison, WI 53704, USA
Email: sds@belllabs.com
Phone: 608-241-0202
Medical or Vet Emergency: 877-854-2494 or 952-852-4636
Spill or Transportation Emergency: 800-424-9300 (CHEMTREC)

SECTION 2. HAZARDS IDENTIFICATION

Classification according to Regulation OSHA 1910.1200(d): Not classified
Signal Word: None
See Section 15 for information on FIFRA applicable safety, health, and environmental classifications.

SECTION 3. COMPOSITION/INFORMATION ON INGREDIENTS

Component	CAS No.	% By weight
Cholecalciferol [9,10-secocholesta- 5,7,10(19)-trien-3-ol]	67-97-0	0.075%
Inert and Non-Hazardous Ingredients (Unlisted components are non-hazardous)	Proprietary	99.925%

SECTION 4. FIRST AID MEASURES

Description of first aid measures
Ingestion: Call physician or emergency number immediately. Have person sip a glass of water if able to swallow. Do not induce vomiting unless instructed by physician.
Inhalation: Not applicable.
Eye contact: Hold eye open and rinse slowly with water for 15 – 20 minutes. Remove contact lenses, if present, after the first 5 minutes, then continue rinsing eye. If irritation develops, obtain medical assistance.
Skin contact: Take off contaminated clothing. Rinse skin immediately with plenty of water for 15 - 20 minutes. If irritation develops, obtain medical assistance.
Most important symptoms and effects, both acute and delayed
Ingestion of excessive quantities may cause hypercalcemia, anorexia, nausea, vomiting, loss of appetite, extreme thirst, lethargy, diarrhea, profuse sweating, headache.
Advice to physician: There is no specific antidote. If serum calcium levels are elevated, treatment with calcitonin is effective in reducing calcium to normal levels. Continue monitoring serum calcium and treat as necessary for hypercalcemia. (Reference: AMA Drug Evaluations, Third Edition (1977) Chapter 16, pp. 248-251)
Advice to Veterinarian: For animals ingesting bait and/or showing poisoning signs, induce vomiting by using hydrogen peroxide or administration of activated charcoal with a cathartic. If clinical signs develop, treatment consisting of saline diuresis combined with the use of furosemide, corticosteroids, and phosphate binders are recommended. Calcitonin or pamidronate may be needed for animals that remain hypercalcemic despite symptomatic treatment.

SECTION 5. FIRE-FIGHTING MEASURES

Extinguishing media
Suitable Extinguishing Media: water, foam or inert gas.
Unsuitable Extinguishing Media: None known.
Special hazards arising from the mixture: High temperature decomposition or burning in air can result in the formation of toxic gases, which may include oxides of carbon.
Advice for firefighters: Wear protective clothing and self-contained breathing apparatus.

SECTION 6. ACCIDENTAL RELEASE MEASURES

Personal precautions, protective equipment and emergency procedures: Gloves should be worn when handling the bait. Collect spillage without creating dust.
Environmental precautions: Do not allow bait to enter drains or water courses. Where there is contamination of streams, rivers or lakes contact the appropriate environment agency.
Methods and materials for containment and cleaning up
For Containment: Sweep up spilled material immediately. Place in properly labeled container for disposal or re-use.
For Cleaning Up: Wash contaminated surfaces with detergent. Dispose of all wastes in accordance with all local, regional and national regulations.
Reference to other sections: Refer to Sections 7, 8 & 13 for further details of personal precautions, personal protective equipment and disposal considerations.

SECTION 7. HANDLING AND STORAGE

Precautions for safe handling: Do not handle the product near food, animal foodstuffs or drinking water. Keep out of reach of children. Do not use near heat sources, open flame, or hot surfaces. As soon as possible, wash hands thoroughly after applying bait and before eating, drinking, chewing gum, using tobacco, or using the toilet.
Conditions for safe storage, including any incompatibilities: Store only in original container in a cool, dry place, inaccessible to pets and wildlife. Do not contaminate water, food or feed by storage or disposal. Keep containers closed and away from other chemicals.

SECTION 8. EXPOSURE CONTROLS/PERSONAL PROTECTION

Established Limits

Component	OSHA	ACGIH	Other Limits
Cholecalciferol	Not Established	Not Established	Not Established

Appropriate Engineering Controls: Not required
Occupational exposure limits: Not established
Personal Protective Equipment:
Respiratory protection: Not required
Eye protection: Not required
Skin protection: Shoes plus socks, and waterproof gloves.
Hygiene recommendations: Keep and wash PPE separately from other laundry. Remove PPE immediately after handling this product. Wash the outside of gloves before removing. As soon as possible, wash hands thoroughly after applying bait and before eating, drinking, chewing gum, using tobacco or using the toilet, and change into clean clothing.

SECTION 9. PHYSICAL AND CHEMICAL PROPERTIES

Information on basic physical and chemical properties

Appearance/Color:	Blue-grey-beige-brown wax block
Odor:	Sweet grain-like
Odor Threshold:	No Data
pH:	No Data
Melting point:	No Data
Boiling point:	No Data
Flash point:	No Data
Evaporation rate:	No Data
Flammability:	No Data
Upper/lower flammability or explosive limits:	No Data
Vapor Pressure:	No Data
Vapor Density:	No Data
Relative Density:	1.13 g/mL @ 20°C
Solubility (water):	No Data
Solubility (solvents):	No Data
Partition coefficient: n-octanol/water:	No Data
Auto-ignition temperature:	No Data
Decomposition temperature:	No Data
Viscosity:	No Data

SECTION 10. STABILITY AND REACTIVITY

Reactivity: Stable when stored in original container in a cool, dry location.
Chemical stability: Stable when stored in original container in a cool, dry location.
Possibility of hazardous reactions: Refer to Hazardous decomposition products
Conditions to avoid: Avoid extreme temperatures (below 0°C or above 40°C).
Incompatible materials: Avoid strongly alkaline materials.
Hazardous decomposition products: High temperature decomposition or burning in air can result in the formation of toxic gases, which may include oxides of carbon.

SECTION 11. TOXICOLOGICAL INFORMATION

Information on toxicological effects
Acute Toxicity
LD50, oral (ingestion): >5001 mg/kg (rats) (Cholecalciferol Rat LD50 oral: 43.6 mg/kg bw).
LD50, dermal (skin contact): > 5001 mg/kg (rats) (Cholecalciferol not determined).
LC50, inhalation: Product is a wax block and therefore exposure by inhalation is not relevant.
Skin corrosion/irritation : Not irritating to skin.
Serious eye damage/Irritation: Not irritating to eyes.
Respiratory or skin sensitization: Dermal sensitization: Not a Sensitizer (Guinea pig maximization test).
Germ cell mutagenicity: Contains no components known to have a mutagenetic effect.
Carcinogenicity: Contains no components known to have a carcinogenetic effect**.**

Components	NTP	IARC	OSHA
Cholecalciferol	Not listed	Not listed	Not listed

Reproductive Toxicity: No data
Aspiration Hazard: Not applicable. Product is a wax block.
Target Organ Effects: Damage caused by an accumulation of calcium.

SECTION 12. ECOLOGICAL INFORMATION

Ecotoxicity Effects: This product is extremely toxic to birds and mammals. Do not apply this product directly to water, where surface water is present or to intertidal areas below the mean high water mark. Carefully follow label cautions and directions to reduce hazards to children, pets and non-target wildlife.
Persistence and degradability: Product is inherently biodegradable. Cholecalciferol slowly decomposes in water.
Bioaccumulative potential: Not determined. Cholecalciferol water solubility is extremely low (< 0.1mg/l).
Mobility in Soil: Not determined. Mobility of cholecalciferol in soil is considered to be limited.
Other adverse effects: None.

SECTION 13. DISPOSAL CONSIDERATIONS

Do not contaminate water, food or feed by storage or disposal.
Pesticide Storage: Store only in original container in a cool, dry place inaccessible to children and pets. Keep containers closed and away from other chemicals.
Pesticide Disposal: Wastes resulting from the use of this product according to the label instructions must be disposed of as specified on the product label. **RCRA waste status:** This product is not regulated as a hazardous waste under Federal law. State and local regulation may affect the disposal of this product. Consult your state or local environmental agency for disposal of waste generated other than by use according to label instructions.
Container Handling: Non-refillable container. Do not reuse or refill this container. [Plastic:] Offer for recycling or reconditioning; or puncture and dispose of in a sanitary landfill; or by incineration. In most states, burning is not allowed. [Paper:] Dispose of empty container by placing in trash, at an approved waste disposal facility or by incineration. In most states, burning is not allowed.
RCRA Waste Status: This product is not regulated as a hazardous waste under Federal law.

SECTION 14. TRANSPORT INFORMATION

UN number: Not regulated
UN proper shipping name: Not regulated
Transport hazard class(es): Not regulated
Packing group: Not regulated
Environmental Hazards
DOT Road/Rail: Not considered hazardous for transportation via road/rail.
DOT Maritime: Not considered hazardous for transportation by vessel.
DOT Air: Not considered hazardous for transportation by air.
Freight Classification: LTL Class 60
Transport in bulk according to Annex II of MARPOL 73/78 and the IBC code: Not applicable
Special precautions for user: None

SECTION 15. REGULATORY INFORMATION

Safety, health and environmental regulations/legislation specific for the substance or mixture:
FIFRA: This pesticide product is regulated by the United States Environmental Protection Agency and is subject to certain labeling requirements under federal pesticide law. These requirements differ from the classification criteria and hazard information required for safety data sheets (SDS), and for workplace labels of non-pesticide chemicals. The safety, health, environmental, and hazard information required on the pesticide label is listed below and reflected throughout this SDS. The pesticide label also includes other important information, including directions for use.
Signal Word: CAUTION
Precautionary Statements: Contains the calcium mobilizer, cholecalciferol. Harmful if swallowed or absorbed through the skin. Keep away from children, domestic animals and pets. Do not get in eyes, on skin or on clothing.
Potential Health Effects:
Eye Contact: May cause irritation
Skin Contact: Non-irritating to the skin
Ingestion: Harmful if swallowed

TSCA: All components are listed on the TSCA Inventory or are not subject to TSCA requirements
CERCLA/SARA 313: Not listed
CERCLA/SARA 302: Not listed
PROPOSITION 65: Contains no components subject to warning requirement.

SECTION 16. OTHER INFORMATION

For additional information, please contact the manufacturer noted in Section 1.

NFPA	Health: 1 (caution)	Flammability: 1 (slight)	Reactivity: 0 (stable)	Specific Hazard: None
HMIS	Health: 2 (moderate)	Flammability: 0 (slight)	Reactivity: 0 (minimal)	Protective Equipment: B

Disclaimer: The information provided in this Safety Data Sheet has been obtained from sources believed to be reliable. Bell Laboratories, Inc. provides no warranties; either expressed or implied, and assumes no responsibility for the accuracy or completeness of the data contained herein. This information is offered for your consideration and investigation. The user is responsible to ensure that they have all current data, including the approved product label, relevant to their particular use.

SECTION 1: Identification of the substance/mixture and of the company/undertaking

1.1. Product identifier

Product name:	Trilogy®, Triact®, Neem Oil 70%®, Nimbuz®
EPA Registration No.	70051-2
Product Type:	Emulsifiable Concentrate
Active Ingredient:	Clarified Hydrophobic Extract of Neem Oil
CAS No.:	947173-77-5

1.2. Relevant identified uses of the substance or mixture and uses advised against

Identified uses:	Insecticide, Miticide and Fungicide
Uses advised against:	Any use not listed on the label.

1.3. Details of the supplier of the safety data sheet

Name:	Certis U.S.A., L.L.C.
Address:	9145 Guilford Road, Suite 175 Columbia, Maryland 21046 U.S.A.
Phone Number:	+01 (800) 847-5620
Website/E-mail:	www.certisusa.com/ customerservice@certisusa.com

1.4. Emergency telephone number

Emergency number:	Chem-Tel: +1 800 255-3924

SECTION 2: Hazards identification

2.1. Classification of the substance or mixture

Hazard Classification:	Flammable Liquid Cat. 4
Signal Word:	Warning
Hazard Statements:	Combustible Liquid
Pictogram:	None
Precautionary Statements:	• Keep away from flames and hot surfaces. No smoking. • Wear protective gloves/eye protection/face protection. • In case of fire, use a suitable dry chemical, foam or carbon dioxide to extinguish. • Store in a well-ventilated place. Keep cool. • Dispose of contents/container in accordance with all local, regional, national, and international regulations. • Refer to product label for complete precautionary statements, PPE, and storage and disposal instructions.

2.2 Other Hazards: Not available.

SECTION 3: Composition/information on ingredients

3.1 Substance

Ingredient	CAS Number	% by weight
Clarified Hydrophobic Extract of Neem Oil	947173-77-5	70.0
Specific identity of other components is withheld as a trade secret		30.0

SECTION 4: First aid measures

4.1. Description of first aid measures

Generic measures Call a poison control center or doctor for treatment advice. Have the product container or label with you when you calling the poison control center or doctor or going for treatment.

Eye Contact: Hold eye open and rinse slowly and gently with water for 15-20 minutes. Remove contact lenses after 5 minutes, if present, then continue rinsing eye.

Skin Contact: Take off contaminated clothing. Rinse skin immediately with plenty of water for 15-20 minutes.

Inhalation: Call a poison control center or doctor for treatment advice.

Ingestion: Call a poison control center or doctor for treatment advice.

4.2. Most important symptoms and effects, both acute and delayed

May cause moderate skin or eye irritation.

4.3. Indication of any immediate medical attention and special treatment needed

Not available.

SECTION 5: Firefighting measures

5.1. Extinguishing media

Suitable Extinguishing Media: Dry chemical, foam, or carbon dioxide extinguisher.

Unsuitable Extinguishing Media: Do not extinguish with water.

5.2. Special hazards arising from the substance or mixture

Hazardous combustion products: None known.

5.3. Advice for firefighters

Protection of Firefighters: Keep upwind of fire.

SECTION 6: Accidental release measures

6.1. Personal precautions, protective equipment and emergency procedures

For non-emergency personnel:	Keep unauthorized people away from the concerned area. Use personal protections as indicated in Section 8. Evacuate the area and observe emergency procedures.
For emergency responders:	Use personal protective equipment as recommended in Section 8. Isolate the area and deny entry to unnecessary and unprotected personnel.

6.2. Environmental precautions

This product is hazardous to fish and aquatic vertebrates. For terrestrial uses: Do not apply directly to water or to areas where surface water is present, or to intertidal areas below the mean high water mark. Do not contaminate water when disposing of equipment washwater or rinsate.

This product is toxic to bees exposed to direct treatment. Do not apply this product while bees are actively visiting the treatment area.

6.3. Methods and material for containment and cleaning up

Methods for Containment:	Contain and/or absorb with inert material, then place in a suitable container. Do not flush to sewer or allow to enter waterways. Use appropriate PPE.
Methods for Clean-Up:	None specified.
Other Information:	Not available.

6.4. Reference to other sections

Refer to section 8 for further information on protective clothing and section 13 for directions for waste disposal.

SECTION 7: Handling and storage

7.1. Precautions for safe handling

Applicators and other handlers must wear:

- Long sleeved shirt, long pants,
- chemical resistant gloves (such as barrier laminate, butyl rubber, nitrile rubber, neoprene rubber, or poly vinyl chloride)
- shoes plus socks

Follow manufacturers instructions for cleaning and maintaining PPE. If no such instructions for washables, use detergent and hot water. Keep and wash PPE separately from other laundry. Remove clothing/PPE immediately if pesticide gets inside. Then was thoroughly and put on clean clothing. Remove PPE immediately after handling this product. Wash the outside of gloves before removing.

7.2. Conditions for safe storage, including any incompatibilities

Keep in original container. Store in a dry place, away from direct sunlight. feed, or foodstuffs. Keep container tightly sealed when not in use. Do not store below 40°F (4°C).

7.3. Specific end use(s)

Use only as specified on label.

SECTION 8: Exposure controls/personal protection

8.1. Control parameters

OSHA Permissible Exposure Limits (PELs): Not established.

ACGIH Threshold Limit Values: Not established.

Other Exposure Limits: Not established.

8.2. Exposure controls

Engineering Controls:	None specified.
Personal Protective Equipment	
Eye/Face Protection:	None specified.
Skin Protection	Long-sleeved shirt and long pants, shoes plus socks.
Hand Protection:	Chemical resistant gloves (such as barrier laminate, butyl rubber, nitrile rubber, neoprene rubber, or poly vinyl chloride)
Body Protection:	Long-sleeved shirt and long pants, shows plus socks.
Respiratory Protection:	None specified.
Thermal Hazards:	None specified.
General Hygiene Considerations:	Avoid contact with skin, eyes, or clothing. Wash thoroughly with soap and water after handling and before eating, drinking, chewing gum or using tobacco. Remove and wash contaminated clothing before reuse.
Environmental exposure controls:	For terrestrial use only: Do not apply directly to water or to areas where surface water is present, or to inter tidal areas below the mean high water mark. This product is toxic to bees exposed to direct treatment. Do not apply this product while bees are actively visiting the treatment area.

SECTION 9: Physical and chemical properties

9.1. Information on basic physical and chemical properties

Appearance:	Brown liquid.
Odour:	Citrus/garlic.
Odour Threshold:	Not determined.
pH: 1% dilution	4.5-6.5.

Melting Point / Freezing Point:	37ºF (3ºC).
Initial Boiling Point:	>275 º F.
Boiling Range:	Not determined.
Flash Point:	70ºC.
Evaporation Rate:	Not determined.
Flammability (solid, gas):	Not applicable.
Lower & Upper Flammability Limits:	Not applicable.
Vapour Pressure:	Not determined.
Volatility by weight :	25%.
Density:	0.86-0.95 g/ml.
Solubility:	Not determined.
Partition Coefficient (n-octanol/water):	Not determined.
Auto-ignition Temperature:	Not determined.
Decomposition Temperature:	Not determined.
Viscosity:	Not determined.
Explosive Properties:	None known.
Oxidising Properties:	None known.

9.2. Other information

Not available.

SECTION 10: Stability and reactivity

10.1. Reactivity	Combustible liquid, no known hazardous reactions when handled and stored according to stated provisions.
10.2. Chemical stability	Stable when handled and stored according to stated provisions.
10.3. Possibility of hazardous reactions	No known hazardous reactions when handled and stored according to stated provisions.
10.4. Conditions to avoid	Keep aware from flames and hot surfaces. Do not store below 40°F (4°C).
10.5. Incompatible materials	None known.
10.6. Hazardous decomposition products	None known.

SECTION 11: Toxicological information

11.1. Information on toxicological effects

Acute Toxicity

Toxicological information on the substance or mixture:

LD_{50} (oral)	> 5000 mg/kg (test with similar product containing higher concentration of the same active ingredient)
LD_{50} (dermal)	> 2000 mg/kg (test with similar product containing higher concentration of the same active ingredient)
LC_{50} (inhalation)	> 6.17 ± 1.23 mg/L (test with similar product containing higher concentration of the same active ingredient)
Skin corrosion / irritation:	Slightly irritating, Toxicity Category IV (test with similar product containing higher concentration of the same active ingredient)
Eye irritation:	Minimally irritating, Toxicity Category III (test with similar product containing higher concentration of the same active ingredient)
Respiratory or skin sensitization:	Mildly sensitizing (test with similar product containing high concentration of the same AI)

Other information on adverse health effects:

Carcinogenicity
NTP Listed: Not applicable.
IARC Listed: Not applicable.
OSHA: Not applicable.

11.2 Reference to other sections

See Section 4 for symptoms and acute and delayed effects.

SECTION 12: Ecological information

12.1. Toxicity

Test species	Test method	Test substance	LC_{50}
Bobwhite Quail	14-day acute oral	Active Ingredient	LD_{50} > 2,150 mg a.i./kg body weight
Pimephales promelas (Fathead Minnow)	96-hour	Active Ingredient	NOEC 96-hour: 2,000 mg/L
Daphnia magna	48-hour	Active Ingredient	NOEC 48-hour: 2,000 mg/L
Apis mellifera L	This product is toxic to bees exposed to direct treatment. Do not apply when bees are actively visiting the treatment area.		

12.2. Persistence and degradability Neem oil degrades rapidly and does not persist in the environment.

12.3. Bioaccumulative potential Neem oil is not intended for use in aquatic environments. Appropriate cautions are required for use around bodies of water.

12.4. Mobility in soil No data available.

12.5. Other adverse effects No data available.

SECTION 13: Disposal considerations

13.1. Waste treatment methods

Disposal Instructions: Do not contaminate water, food, or feed by storage and disposal.

Pesticide Storage: Keep in original container. Store in a dry place, away from direct sunlight. feed, or foodstuffs. Keep container tightly sealed when not in use. Do not store below 40°F (4°C).

Pesticide Disposal: Wastes resulting from the use of this product must be disposed of on-site or at an approved waste disposal facility.

Container Handling: Non-refillable container. Do not reuse or refill this container.

-for containers equal to or less than 5 gallons-

Triple rinse container (or equivalent) promptly after emptying. Triple rinse as following: Empty the remaining contents into application equipment or a mix tank and drain for 10 seconds after the flow begins to drip. Fill the container 1/4 full with water and recap. Shake for 10 seconds. Pour rinsate into application equipment or a mix tank or store rinsate for later use or disposal. Drain for 10 seconds after the flow begins to drip. Repeat this procedure two more times. Then offer for recycling, if available or puncture and dispose of in a sanitary landfill, or by incineration, or if allowed by state and local authorities, by burning. If burned, stay out of smoke.

-for containers greater than 5 gallons-

Triple rinse as follows: Empty the remaining contents into application equipment or a mix tank. Fill the container ¼ full with water. Replace and tighten closures. Tip container on its side and roll it back and forth, ensuring at least one complete revolution, for 30 seconds. Stand the container on its end and tip back and forth several times. Turn the container over onto its other end and tip it back and forth several times. Empty the rinsate into application equipment or a mix tank or store rinsate for later use or disposal. Repeat this procedure two more times.

Then offer for recycling, if available, or puncture and dispose of in a sanitary landfill, or by incineration, or if allowed by state and local authorities, by burning. If burned, stay out of smoke.

-for 250-gallon refillable containers-

Refillable container. Refill this container with pesticide only. Do no reuse this container for any other purpose. Cleaning the container before final disposal is the responsibility of the person disposing of the container. Cleaning before refilling is the responsibility of the refiller. To clean the container before final disposal, empty the remaining contents from this container into application equipment or mix tank. Fill the container about 10 percent full with water. Agitate

vigorously or recirculate water with pump for 2 minutes. Pour or pump rinsate into application equipment or rinsate collection system. Repeat this rinsing procedure two more times.

SECTION 14: Transportation information

14.1. UN number
Not regulated.

14.2. UN proper shipping name
Not regulated.

14.3. Transport hazard class(es)
Not regulated.

14.4. Packing group
Not regulated.

14.5. Environmental hazards
Not regulated.

14.6. Special precautions for user
Not regulated.

14.7. Transport in bulk according to Annex II of MARPOL73/78 and the IBC Code
Not regulated.

SECTION 15: Regulatory information

15.1. Safety, health and environmental regulations/legislation specific for the substance or mixture

EPA: This product is a pesticide product registered by the United States Environmental Protection Agency and is subject to certain labeling requirements under federal pesticide law. These requirements differ from the classification criteria and hazard information required for safety data sheets (SDS), and for workplace labels of non-pesticidal chemicals. The hazard information required on the pesticide label is reproduced below. The pesticide label also includes other important information, including directions for use.

CAUTION, KEEP OUT OF REACH OF CHILDREN
Harmful if absorbed through the skin. Causes moderate eye irritation.
This product is hazardous to fish and aquatic invertebrates.
This product is highly toxic to bees exposed to direct treatment.

OSHA:	N/A
TSCA Status:	Exempt
CERCLA Reportable Quantity:	N/A
SARA Title III:	
Section 302:	N/A
Section 311/312:	N/A
Section 313:	N/A
RCRA Status:	N/A

SECTION 16: Other information

Disclaimer:
To the best of our knowledge, the information contained herein is accurate. However, neither Certis USA nor any of its subsidiaries assume any liability whatsoever for the accuracy or completeness of the information contained herein. Final determination of suitability of any material is the sole responsibility of

the user. All material may present unknown health hazards and should be used with caution. Although certain hazards are described herein, we cannot guarantee that these are the only hazards which exist.

SDS Authoring Information:

Revision date:	April 17, 2019
Date of Previous version:	March 23, 2015
Reason for Revision:	Periodic update.
SDS Prepared by:	Certis U.S.A., L.L.C.

LIST OF TRAINED PERSONNEL

City of Carpinteria	Position	Department
Tiffany Smith	Parks and Facilities Supervisor	Public Works

Contractor	Address	Contractor License No.
Santa Barbara Pest Control	719 E. Haley St, Santa Barbara, CA 93103	N/A
Showscapes, Inc.	1200 Paseo Camarillo, Camarillo, CA 93010	797240

GLYPHOSATE

Fact Sheet

EPA has concluded its regulatory review of glyphosate, the most widely used herbicide in the United States. After a thorough review of the best available science, as required under the Federal Insecticide, Fungicide, and Rodenticide Act, EPA has concluded there are no risks of concern to human health when glyphosate is used according to the label and that it is not a carcinogen. EPA scientists had performed an independent evaluation of available data for glyphosate and found:

No risks of concern to human health from proper use of glyphosate. Glyphosate products used according to label directions do not result in risks to children or adults.

No indication of children being more sensitive to glyphosate. After evaluating numerous studies from a variety of sources, EPA found no indication of children being more sensitive to glyphosate from *in utero* or post-natal exposure. As part of the human health risk assessment, EPA evaluated all populations including infants, children and women of child-bearing age and found no risks of concern from ingesting food with glyphosate residues. EPA also found no risks of concern for children entering or playing on residential areas treated with glyphosate.

No evidence of glyphosate causing cancer in humans. EPA concluded glyphosate is not likely to be carcinogenic to humans. EPA considered a significantly more extensive and relevant data set than the International Agency on the Research for Cancer (IARC). EPA's database includes studies submitted to support registration of glyphosate and studies EPA identified in the open literature. For instance, IARC only considered eight animal carcinogenicity studies while EPA used fifteen (15) acceptable carcinogenicity studies. EPA does not agree with IARC's conclusion about glyphosate being "probably carcinogenic to humans."

EPA's cancer classification is consistent with other international expert panels and regulatory authorities, including the Canadian Pest Management Regulatory Agency, Australian Pesticide and Veterinary Medicines Authority, European Food Safety Authority, European Chemicals Agency, German Federal Institute for Occupational Safety and Health, New Zealand Environmental Protection Authority, and Food Safety Commission of Japan and the Joint Food and Agriculture Organization/World Health Organization (FAO/WHO) Meeting on Pesticide Residues (JMPR).

For more information, read the Revised Glyphosate Issue Paper: Evaluation of Carcinogenic Potential.

No indication of glyphosate is an endocrine disruptor. Glyphosate underwent Tier I screening under EPA's Endocrine Disruptor Screening Program. Based on all available information, EPA concluded, using a weight-of-evidence approach, the existing data do not indicate glyphosate has the potential to interact with the estrogen, androgen, or thyroid signaling pathways. The screening program did not indicate the need for additional testing for glyphosat

City of Carpinteria

COUNCIL AGENDA STAFF REPORT
February 10, 2025

ITEM FOR COUNCIL CONSIDERATION

Second Quarter Department Reports for the Fiscal Year 2024/25 Budget

STAFF RECOMMENDATION

Receive and File Second Quarter Department Reports for Fisal Year 2024/25 Budget.

Sample Motion: I move to receive and file the Second Quarter Department Reports for the Fisal Year 2024/25 Budget.

BACKGROUND

On January 29, 2024, the City Council held a special meeting to, among other things: (1) receive information on the revised Annual Work Plan development process, and (2) develop, and review for approval, City Council goals and priorities for the Fiscal Year 2024-25 Annual Work Plan. As part of the revised Annual Work Plan process, City Council goals and priorities would serve as the basis for staff's development of program goals and objectives; and thus, the City's annual budget. The revised process allowed for strategic consideration of other key factors in program development such as available funding, staff capacity, technology and resources, and regulatory and legal constraints. In addition, the Annual Work Plan implementation timeline was adjusted from a calendar year to the City's fiscal year to better coincide with budget development and allocation of program resources.

On February 26, 2024, City Council adopted five primary goals[1] (and several associated priorities), including to Enhance Public Outreach, Education, and Transparency. With this direction, City Manager Ramirez proposed, and later established, a quarterly reporting structure to include detailed updates on City programs with the goal of keeping the City Council and public well informed of program progress, successes, and challenges, if any.

[1] https://carpinteria.granicus.com/MetaViewer.php?view_id=2&clip_id=1392&meta_id=89083

On June 24, 2024, the City Council adopted the Fiscal Year (FY) 2024-25 Budget. Additionally, staff presented excerpts from each Departments FY 2024/25 Program Sheets which included the planned goals, associated objectives, and performance measures for each respective department for the upcoming FY 2024-25.

On October 28, 2024, the City Council received a presentation on the First Quarter Department Reports for Fiscal Year 2024/25. The City Council provided feedback to staff and received and filed these reports. After receiving input on the report template from staff and Council, minor revisions were made to the Quarterly Report templates which are reflected in the Second Quarter Reports, as provided in Attachment A.

The purpose of this agenda item is to present to the City Council and the public the Second Quarter Department Reports for Fiscal Year 2024/25.

DISCUSSION:

The Second Quarter Department Reports for Fiscal Year 2024/25 provide a comprehensive overview of each department's key activities, priorities, and progress during the quarter. Based on feedback from staff and Council, minor revisions were made to the quarterly report templates and these revisions are summarized below. These quarterly reports are structured to offer clarity on departmental operations and alignment with City goals. Key sections include:

1. Q2 Department Overview: This section delivers a high-level summary of each department's activities and priorities.

- **Executive Summary:** A department-wide overview summarizing all programs, major accomplishments, and challenges faced during the quarter.
- **Key Highlights:** Notable milestones achieved, significant challenges encountered, and upcoming priorities.
- **Financial Summary:** Tables summarizing fiscal activity for the Quarter with additional text highlighting any major financial concerns or adjustments to ensure transparency in resource management.
- **Community Engagement & Outreach:** Summarizes key engagement activities, feedback received, and departmental responses to that feedback.

2. Program Sheets: Completed separately for each program within a department to provide detailed insights.

- **Funding Source(s):** Identification of all relevant funding sources supporting the program.
- **Policy Alignment:** Inclusion of applicable policies, such as:
    - **City Council Goals** (with specific goal name and number).
    - **State or Federal Mandates** (policy title and brief reference).
    - **Other City Policies** (any additional relevant City policies).

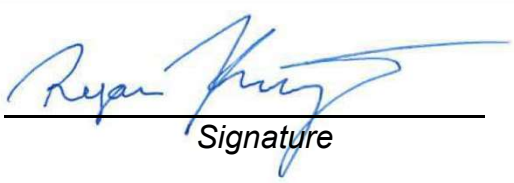
    - **Best Practices** (industry best practices with a short summary and reference).
- **Strategic Goal & Status:** Specification of the strategic goal supported by the program and current status (Delayed, On Track, or Not Started).
- **Actions Taken This Quarter:** Key actions completed during the reporting period.
- **Challenges:** Significant issues encountered during the quarter.
- **Next Steps:** Upcoming work with targeted completion timelines, specified by the quarter (e.g., "Q3").

These reports offer valuable insights into departmental performance, highlight progress toward the City's strategic goals, and emphasize continuous improvement through detailed program analysis and transparent resource management.

ATTACHMENTS

Attachment A: Second Quarter Department Reports for the Fiscal Year 2024/25 Budget

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

GENERAL GOVERNMENT DEPARTMENT

General Government Department

I. Executive Summary

The General Government Department continues to make significant progress in implementing the City's Annual Work Plan for Fiscal Year 2024-2025. Throughout Quarter 2, the department focused on enhancing transparency, streamlining operations, improving community engagement, improving cost recovery, and strengthening internal administrative processes. Notably, several program areas have successfully completed key milestones, including legislative actions, policy development, and program implementation. Still, staff vacancies and competing priorities have contributed to delays in certain initiatives. Looking ahead, the department remains committed to addressing these challenges while advancing its strategic goals for the next quarter.

II. Key Highlights

- **Major Milestones Achieved:**
  - **Legislative and Policy:** Adoption of Resolution No. 6346, formalizing the appointment process for City Advisory Groups and approving the City Advisory Group Handbook and Code of Conduct.
  - **Elections:** Successful completion of the November 5, 2024, General Municipal Election, including certification of results and City Council reorganization.
  - **Risk Management:** Completed audit of all City of Carpinteria contracts and agreements to ensure all vendors meet insurance requirements, including verification of "Additional Insured" status.
  - **Law Enforcement:** Welcomed a new Chief of Police, introduced written monthly law enforcement reports, and increased participation in community events.
  - **City Administration:** Completed and entered into an agreement with Willdan to commence the AB 939 and Assessment District cost-recovery efforts, and completed data gathering phase of the project.
  - **City Administration / Communication & Community Promotions:** For both the Strategic Planning process, coordinated and executed a robust public outreach campaign in cooperation with the City's communications firm, Two Trumpets, including a community survey (English and Spanish) and community workshops (English, Spanish, and Bilingual/Virtual), as well as strategic placement of posters, messaging A-frames, advertisements in the Coastal View News, direct engagement via the Library and local non-profits, attendance at community events, and utilization of the Promotoras de Salud program.

- **Significant Issues or Challenges Encountered:**
  - Staffing vacancies in key positions, particularly in emergency preparedness and communications, have delayed progress in several initiatives.

- Barriers to engagement with Carpinteria's Spanish-speaking community, requiring further assessment of outreach strategies.
- Increased competition from neighboring agencies has made recruitment for specialized and senior-level positions more challenging.
- The need for improved tracking systems and compliance processes in risk management and training initiatives.

Upcoming Priorities for the Next Quarter

- Strengthen communication and community engagement efforts by assessing and improving outreach, including seniors, youth, and Spanish-speaking residents.
- Finalize the update to the Injury Illness Prevention Plan (IIPP) and strengthen safety training programs for City staff.
- Procure and implement agenda management software to streamline the legislative process and reduce reliance on paper records.
- Implement the City's strategic plan for Diversity, Equity, and Inclusion (DEI), including the finalization of the Strategic Equity Plan.
- Complete the Preliminary Engineer's Reports for the Assessment Districts update.

The General Government Department remains focused on executing its strategic initiatives while addressing challenges to ensure continued progress in serving the Carpinteria community effectively.

III. Financial Summary

	Current Budget	Fiscal Activity	Remaining Budget	Percentage Used
Revenue				
41 - Taxes	$ 125,000	$ 30,797	$ 94,203	75%
43 - Intergovernmental	140,000	134,085	5,915	4%
44 - Fines & Forfeitures	500	900	(400)	-80%
45 - Charges for Services	1,500	1,414	86	6%
48 - Miscellaneous Revenue	300	1,178	(878)	-293%
48 - Miscellaneous Revenue	15,300	14,962	338	2%
48 - Miscellaneous Revenue	3,000	7,817	(4,817)	-161%
Revenue Total:	**$ 285,600**	**$ 191,154**	**$ 94,446**	**33%**
Expenditure				
51 - Personnel Services	$ 2,098,450	$ 962,798	$ 1,135,652	54%
52 - Professional Services	7,419,200	3,371,515	4,047,685	55%
53 - Contract Services	58,200	21,146	37,054	64%
54 - Utilities	1,400	616	784	56%
55 - Other Operating Expenses	685,700	338,290	347,410	51%
56 - Non-Operating Expenses	186,550	56,136	130,414	70%
Expenditure Total:	**$10,449,500**	**$ 4,750,499**	**$ 5,699,001**	**55%**

Budget Overview

- Major Expenditures:
  - Professional Service Contracts with Strategic Planning Consultant Tripepi Smith ($35,275) and engineering firm Willdan ($40,335).
- Variance:
  - None

- **Major Financial Changes or Concerns**
  - Significant deviations from the budget
    - None
  - Upcoming financial challenges or adjustments
    - None

IV. Community Engagement and Outreach

- **Engagement Activities**:
  - Community survey (English and Spanish).
  - Community workshops (English, Spanish, and Bilingual/Virtual).
  - Strategic plan development community engagement via survey and workshops, as well as a robust promotional campaign.
  - Tabling at Avocado Festival.
  - Social media engagement.
  - Solicitation of applications for Boards, Commissions, and Committees.

- **Feedback Received:**
  - City staff and City Council received several comments regarding development of the City's strategic plan and potential revisions to the City's vision and mission statements. Safety, maintaining a small beach town, transportation, and economic vitality were just a few of the items discussed.

- **Response to Feedback:**
  - City Council received feedback and incorporated public comment into their discussions and revisions to the strategic plan for fiscal years 2025-2027, as well as to draft revisions to the City's Vision and Mission statements.

Legislative & Policy

Funding source(s): General Fund

AUTHORITY

Carpinteria Municipal Code: Chapter 2.04[1] – Sections 2.04.630 and 2.04.640

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: N/A

- **Status:** N/A
- **Actions Taken This Quarter:**
  - Adopted Ordinance No. 786, amending Carpinteria Municipal Code Section 8.20 pertaining to public sleeping and camping.[2]
  - Continued work on General Plan/Coastal Plan Update
  - Council adopted Resolution No. 6346 in November 2024, adopting the appointment process of public members to the City's Advisory Groups and approved the City Advisory Group Handbook and Code of Conduct.
  - Continued work on the City's Housing Element, including, but not limited to, adoption of Ordinance Nos. 788, 789, 790, and 791[3]
  - Introduced new City Council member Julia Mayer
- **Challenges:**
  - None
- **Next Steps:**
  - Continue work on the General Plan/Coastal Plan Update
  - Approve City Council Goals and Priorities for fiscal years 2025-2027
  - Approve City Council Norms and Values
  - Begin drafting updates to City Vision and Mission
  - Consider addition of City Value Statements
  - Boards, Commissions, and Committee Appointments
  - Onboard new Council member Julia Mayer

[1] https://library.municode.com/ca/carpinteria/codes/code_of_ordinances?nodeId=TIT2ADPE_CH2.04CICO_2.04.630LEPOESSOCO

[2] https://carpinteria.granicus.com/MetaViewer.php?view_id=2&clip_id=1524&meta_id=96588

[3] https://carpinteria.granicus.com/MetaViewer.php?view_id=2&clip_id=1544&meta_id=97900

Commissions, Boards, and Committees

Funding source(s): General and Library Funds

AUTHORITY

Best Practice: City Council-established "City Council Boards, Commissions, and Committees Review Committee"

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Engage the City Council Boards, Commissions, and Committees Review Committee to review and revise program standards, procedures, and processes.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Ad Hoc Appointment Process Committee met in October 2024 and reviewed the City Advisory Group Handbook, Code of Conduct, and procedures for the appointment and re-appointment process to the City's Advisory Groups.
  - Council adopted Resolution No. 6346 in November 2024, adopting the appointment process of public members to the City's Advisory Groups and approved the City Advisory Group Handbook and Code of Conduct.
  - In December 2024 staff promoted the new public member appointment process, City Advisory Group Handbook, and the upcoming biennial recruitment process for City Advisory Groups on City's website, social media, the Coastal View News, and on A-frame signs placed strategically throughout town.
- **Challenges:**
  - None
- **Next Steps:**
  - Culminate all applications received and present to City Council to consider making appointments at a special meeting on February 3, 2025.

City Administration

Funding source(s): General Fund

AUTHORITY

City Council Goal #1: Enhance Public Outreach, Education, and Transparency

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Enhance public participation in the Annual Work Plan development process.

- **Status:** ***Complete***
- **Actions Taken This Quarter:**
  - Conducted community survey and three community workshops to gather feedback for consideration in development of the City's Strategic Plan for fiscal years 2025-2027.
  - Coordinated and executed a robust public outreach campaign in cooperation with the City's communications firm, Two Trumpets, including the aforementioned survey and workshops, as well as strategic placement of posters, messaging A-frames, advertisements in the Coastal View News, direct engagement via the Library and local non-profits, attendance at community events, and utilization of the Promotoras de Salud program.
- **Challenges:**
  - Engagement of the Spanish-speaking community.
- **Next Steps:**
  - N/A

Strategic Goal: Assist the City Council to review and revise, or develop, City Vision, Mission, Goals/Priorities, and Values for inclusion in the Annual Work Plan.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Selected and coordinated with strategic planning consultant firm
  - Scheduled City Council Retreat (public meeting) for January 18, 2025, to discuss and draft City Council Goals and Priorities, and Norms and Values, as well as to begin drafting revised City Vision and Mission statements and consider the addition of Value statements.
- **Challenges:**
  - None
- **Next Steps:**
  - Conduct City Council Retreat/Strategic Planning Session (Q3).
  - Adopt City Council Goals and Priorities, and Norms and Values (Q3).
  - Discuss potential addition of drafted Value Statements and possible next steps for updates to the City's Vision and Mission statements (Q3).

- Work with Two Trumpets to begin drafting the City's Strategic Plan document for fiscal years 2025-2027 (current fiscal year example here[1]) (Q3/Q4).

Strategic Goal: Enhance community awareness and knowledge of the City's budget and related activities.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Posted Budget Brief to City Website
- **Challenges:**
  - Limited staff capacity due to vacancies of the Management Assistant and Program Manager positions within General Government, resulting in delays to scheduling and provision of City budget presentations.
- **Next Steps:**
  - Presentations to educate community members on the City's budget and related activities (Q3/Q4).

AUTHORITY

City Council Goal #3: Take Steps to Address the Fiscal Sustainability of the City

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Take steps to address subsidies of City assessment districts to make the districts fiscally stable and sustainable.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Completed and entered into an agreement with Willdan to commence the AB 939 and Assessment District cost-recovery efforts.
  - Admin Services, General Government, and Public Works staff, in coordination with Willdan consultants, completed the data gathering phase and began analyzing the information to develop the engineer's reports for updating the Assessment Districts.
  - Draft of the AB 939 fee notice completed.
- **Challenges:**
  - Berm Assessment District requiring additional analysis previously not identified that is extending timeline.
- **Next Steps:**
  - Complete proposition 218 notice process and prepare for and complete City Council public hearing to adopt new AB 939 rate (Q3).
  - Complete preliminary Engineer's Reports for Assessment Districts.

Strategic Goal: Improve City's cost recovery to reduce program subsidies where appropriate.

[1] https://carpinteriaca.gov/wp-content/uploads/2024/11/City-Work-Plan-Draft-Final-11.27.24.pdf

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - In coordination with Parks, Recreation and Community Services, continued to develop updated fees and rates to ensure cost recovery for use of parks facilities.
- **Challenges:**
  - None
- **Next Steps:**
  - In coordination with PRCS bring the cost recovery analysis and plan to City Council for review and adoption (Q3).

Strategic Goal: Research options to increase revenues and present to Council

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - At the January 18, 2025, City Council Strategic Planning Retreat, the City Manager initiated discussions with the City Council and the public regarding revenue options to address funding needs for public safety, pavement, the community pool, and parks maintenance—referred to as the "4 P's."
- **Challenges:**
  - None
- **Next Steps:**
  - Bring item to Finance Committee to discuss next steps for addressing the funding needs for public safety, pavement, the community pool, and parks maintenance.

Records Management

Funding source(s): General Fund

AUTHORITY

City Council Goal 1: Enhance Public Outreach, Education, and Transparency

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Streamline agenda packet process.

- **Status:** ***Not Started***
- **Actions Taken This Quarter:**
  - None
- **Challenges:**
  - None
- **Next Steps:**
  - Procure agenda management software. (Anticipated Quarter 3 or 4)
  - Develop electronic routing and review of staff reports. (Anticipated Quarter 3 or 4)

Strategic Goal: Reduce use of paper records and increase public's access to official City documents and adopt an electronic signature policy for official City documents.

- **Status:** ***Not Started***
- **Actions Taken This Quarter:**
  - None
- **Challenges:**
  - None
- **Next Steps:**
  - Purchase an Electronic Records Management System for the efficient retention and retrieval of official City documents. (Anticipated Quarter 3 or 4)
  - Adopt an electronic signature policy for official City documents. (Anticipated Quarter 3 or 4)

Strategic Goal: Establish a formalized process for appointing members to City Advisory Groups.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Ad Hoc Appointment Process Committee met in October 2024 and reviewed the City Advisory Group Handbook, Code of Conduct, and procedures for the appointment and re-appointment process to the City's Advisory Groups.
  - Council adopted Resolution No. 6346 in November 2024, adopting the appointment process of public members to the City's Advisory Groups and approved the City Advisory Group Handbook and Code of Conduct.

- In December 2024 staff promoted the new public member appointment process, City Advisory Group Handbook, and the upcoming biennial recruitment process for City Advisory Groups on City's website, social media, the Coastal View News, and on A-frame signs placed strategically throughout town.

Challenges:

- None

Next Steps:

- Culminate all applications received and present to City Council to consider making appointments at a special meeting on February 3, 2025.

Elections

Funding source(s): General Fund

AUTHORITY

Best Practice: To Collaborate with the County of Santa Barbara Elections Division to Manage and Oversee the November 5, 2024 General Municipal Election on Behalf of the City.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Ensure legal and efficient elections process is conducted. Request Consolidation Services from the County of Santa Barbara Elections Division.

- **Status:** ***Completed***
- **Actions Taken This Quarter:**
  - None
- **Challenges:**
  - None
- **Next Steps:**
  - None

Strategic Goal: Assist Council Candidates in Filing Nomination Papers.

- **Status:** ***Completed***
- **Actions Taken This Quarter:**
  - Processed documents for the TOT Measure.
- **Challenges:**
  - None
- **Next Steps:**
  - None

Strategic Goal: Process Documents for Transient Occupancy Tax (TOT) Measure on the Ballot.

- **Status:** ***Completed***
- **Actions Taken This Quarter:**
  - Prepared for certification of the election results.
- **Challenges:**
  - None
- **Next Steps:**
  - None

Strategic Goal: Certification of Election and City Council Reorganization.

- **Status:** ***Completed***
- **Actions Taken This Quarter:**
  - Received certified results from County Elections Division.
  - Council adopted resolution declaring the results of the November 5, 2024 General Municipal Election.
  - City Clerk swore in newly elected or reelected Councilmembers.
  - City Council selected Mayor and Vice Mayor for the next two years.
- **Challenges:**
  - None
- **Next Steps:**
  - None

Staff Recruitment, Retention, and Development

Funding source(s): General Fund

AUTHORITY

City Council Goal #5: Invest in a High-Performance Team at City Hall

Best Practice: Organizations that prioritize employee retention and professional development create a more engaged workforce, improve institutional knowledge retention, and enhance overall organizational performance. Investing in professional growth opportunities leads to higher job satisfaction, increased productivity, and reduced turnover (Society for Human Resource Management, 2024).

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Optimize recruitment process.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Initiated pre-screen interviews of applicants who meet minimum qualifications to streamline the recruitment process.
  - Expanded targeted specialized recruitment channels, including professional associations and niche job boards, to attract candidates for senior-level and specialized positions.
  - Streamlined collaboration with hiring managers by implementing structured recruitment timelines and improving communication.
  - Continued refining hiring processes through the utilization of the applicant tracking system.
- **Challenges:**
  - Difficulty attracting candidates for specialized or senior-level positions.
  - Increased competition from neighboring agencies has made recruitment for specialize and senior-level positions more challenging.
- **Next Steps:**
  - Complete the Employee Handbook (Q3).
  - Work with hiring managers to further streamline the selection process by setting clear timelines, developing position-specific supplemental and interview questions, and determining assessments prior to opening the recruitment (Q4).
  - Develop internal procedures and checklists for part-time and full-time recruitments (Q4).

Strategic Goal: Enhance employee benefits program.

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - Conducted open enrollment to ensure employees were informed of benefit updates.

- Hosted a retirement planning workshop for employees at different stages of retirement (early and mid-career employees, as well as those nearing retirement).
- In coordination with Community Development Department, assisted in the creation and implementation of the Employee Social Committee to explore employee staff engagement events.
- Drafted telework and pet policies for review by the Executive Management team.
- Human Resources and Payroll staff received training on the Human Resources module in the City's finance system (Tyler) to improve benefit processing of timeliness and accuracy.

Challenges:

- Limited staffing and resources.
- Budget constraints.
- Complexity in coordinating benefit changes across employee units, multiple benefit providers, and the City's payroll system.
- Difficulty maintaining competitive benefits amid rising healthcare costs and evolving benefit expectations.

Next Steps:

- Explore cost-effective benefit enhancements, such as mental health programs offered through the Employee Assistance Program (EAP) or tuition reimbursement (Q3).
- Conduct an employee benefits survey to assess satisfaction and identify priority areas for improvement (Q4).
- Incorporate wellness topics in at least two of the all-staff quarterly meetings (Q4).
- Upon final approval, implement telework and pet policies (Q3).
- Convert the City's wellness plan to cover benefit options cafeteria plan by June 2025.
- Consider increase to employer-paid tuition (Q4).
- Expand the deferred compensation program to include a 403(b) and a payroll deduction Roth IRA (Q4).

Strategic Goal: Enhance employee development

Status: ***Delayed***

Actions Taken This Quarter:

- Human Resources staff continued researching and identifying development opportunities.

Challenges:

- Limited resources and availability for training due to the staffing constraints.

Next Steps:

- Expand leadership opportunities for staff through project or committee involvement and the development of employee goals in the evaluation process (Q4).
- Develop a structured professional development plan for all employees, ensuring equal opportunities for growth across departments (Q4).

- Explore online learning platforms and webinars to provide flexible training options (Q4).
- Encourage cross-training to build institutional knowledge and reduce dependency on individual staff members (Q4).

Strategic Goal: Empower staff leaders to oversee department personnel matters.

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - Provided HR support for all personnel issues to Department Directors.
- **Challenges:**
  - Limited staff availability.
  - Difficulty identifying training programs targeted to our organization's needs.
- **Next Steps:**
  - Research and identify webinars or trainings focused on personnel management and leadership development (Q4).
  - Establish regular HR check-ins with department leaders to provide ongoing support, address concerns, and share best practices (Q4).

Risk Management

Funding source(s): General Fund

AUTHORITY

City Council Resolution: No. 5435, Adopting Injury and Illness Prevention Program, California Tort Claims Act, Cal/OSHA standards, and the Americans with Disabilities Act.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Ensure comprehensive risk management practices to minimize the City's liability exposure.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Made progress auditing all City of Carpinteria contracts and agreements to ensure all vendors meet insurance requirements, including verification of "Additional Insured" status.
  - Initiated the development of a centralized Certificate of Insurance (COI) database to streamline insurance verification processes for all City staff.
  - Collaborated with the California Joint Powers Insurance Authority (CJPIA) to conduct a comprehensive audit of all past and current City claims.
  - Continued to work with CJPIA to timely report and address outstanding claims and bring them to resolution; achieved 100% compliance rate for Q2.
  - Maintained confidential DMV pull-notice driving reports for all eligible employees, with reports updated monthly and maintained securely in compliance with privacy regulations.
- **Challenges:**
  - A comprehensive review of all vendor contracts and Certificates of Insurance requires meticulous analysis of each vendor's documentation, which can be time-consuming and resource-intensive.
- **Next Steps:**
  - Complete the Risk Management Evaluation under LossCAP with CJPIA (Q3).
  - Continue work to verify certificates of insurance (Q3).
  - Finalize the audit of contracts and insurance requirements (Q3).
  - Work across department to establish a system for insurance verification for all current and future vendors (Q3).
  - Schedule and take insurance verification training through CJPIA (Q3).
  - Advise staff of changes in safety regulations and provide loss prevention information and direction to all City departments (Q4).
  - Work with City Clerk and Department Heads to incorporate appropriate risk transfer elements in developing contract documentation and tracking procedures to monitor contractor compliance as recommended by CJPIA (Q4).

Strategic Goal: Improve workplace safety and reduce the incidents of Workers' Compensation claims.

- ***On Track***
- **Actions Taken This Quarter:**
  - Made significant progress on the Injury Illness Prevention Plan (IIPP) update with CJPIA support.
  - Completed the first round of workplace harassment trainings for half of City staff.
  - Identified mandatory trainings for all staff and begun analyzing training needs for each position.
  - Continued to address open workman's compensation cases and bring to a resolution.
- **Challenges:**
  - System development of accurately tracking employee training records requires already-limited staff time.
- **Next Steps:**
  - Complete the mandatory workplace harassment training for all staff (End of Q3).
  - Schedule CJPIA-identified mandatory and extracurricular trainings to reduce Workers' Compensation claims (End of Q3/Q4).
  - Act as liaison with CJPIA in reporting and monitoring workers' compensation claims and transitional return-to-work policies (End of Q4).
  - Work with Parks, Recreation & Public Facilities Department and Public Works Departments to monitor a maintenance and inspection program and schedule staff training to meet safety guidelines established by the U.S. Consumer Product Safety Commission as recommended by CJPIA (End of Q4).

Strategic Goal: Ensure the safety, regulatory compliance, and maintenance of City facilities and public spaces.

- ***On Track***
- **Actions Taken This Quarter:**
  - Initiated the update for Americans with Disability Acts (ADA) transition database, DACTrak. This is a progress tracker important for grant and other state and federal funding reporting requirements.
  - Initiated research and planning for the establishment of a Safety Committee to unify departments in risk management communications.
- **Challenges:**
  - Updating DACTrak is a time-consuming and complex undertaking that spans across General Government and Public Works departments.
- **Next Steps:**
  - Continue strengthening collaboration between General Government and Public Works specifically in the realm of rights-of-ways risk management and ADA compliance tracking (End of Q3).
  - Work with Public Works Department to inspect and monitor City facilities, streets and sidewalks to identify hazardous conditions (End of Q4).

- Schedule meetings with the Health and Safety Committee for facility inspections and analysis of loss control, in compliance with Injury, Illness and Prevention Policy (End of Q4).

Strategic Goal: Maintain comprehensive insurance coverage and monitor risk management resources.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Initiated an asset audit to identify insurance coverage gaps, including the discovery of uninsured bridges.
  - Contacted the Assessor's Office to ensure all city-owned parcels are accounted for in insurance coverage.
  - Completed all mid-year insurance policy updates.
  - Monitored Risk Management Program funds and identified staff training needs, including Certification of Insurance verification training.
  - Identified unused risk management funds for General Government department training purposes.
- **Challenges:**
  - None at this time.
- **Next Steps:**
  - Finalize the asset audit and update all databases for general oversight and insurance purposes (End of Q3).
  - Explore CJPIA's offering of risk program management trainings (End of Q3)
  - Use Council-approved budgeted funds to attend more CJPIA trainings (end of Q3).
  - Prepare and monitor budget for Risk Management Division to ensure sufficient funds available for comprehensive insurance coverage (End of Q3).
  - Continue to Maintain Vehicle Schedules and property inventory (End of Q4).
  - Ensure complete renewal application forms for All Risk Property Insurance, Crime Prevention Program, Environmental Insurance, and Property Insurance (End of Q4).

Emergency Preparedness

Funding source(s): General and Revolving Funds

AUTHORITY

City Council Resolution: No. 5559 – Emergency Operations Plan

Strengthen community outreach to enhance emergency preparedness, aligning with FEMA's Whole Community Approach and the California Governor's Office of Emergency Services' Strategic Plan (2019-2023) to promote community resilience and involvement.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Establish trust and build ongoing relationships with the community to increase awareness of disasters and how to be prepared before, during, and after they occur.

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - City staff participated in the Girls Inc. Carpinteria Resiliency Event, promoting City programs and gathering community interest
  - County Office of Emergency Management meeting participation – First Wednesday of each month. Resilience Hub Emergency Preparedness meeting participation – occurs the third Tuesday of every month
- **Challenges:**
  - Vacancy of Program Manager position in General Government assigned to Emergency Management.
- **Next Steps:**
  - Kinderkirk – Annual presentation (Q4).
  - San Roque Mobile Home Park – Annual presentation, and resident engagement fair (Q4).
  - Ongoing recruitment efforts for Program Manager in General Government to lead the City's emergency preparedness initiatives (Q3).
  - Engage the public through creative means, such as, tabling at festivals and City events, as well as, putting on Emergency-preparedness workshops for the public (Q4).

Strategic Goal: Ensure residents are offered the tools and training to endure, and respond to emergency events.

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - Basic LISTOS trainings have been successfully conducted in both Spanish and English, enhancing community preparedness knowledge.
  - Conducted initial conversations with the Fire Captain of Summerland Fire District regarding the revitalization of the Community Emergency Response Team (CERT) program.

- **Challenges:**
  - Vacancy of Program Manager position in General Government assigned to Emergency Management.
- **Next Steps:**
  - Continue to engage with the Summerland Fire Department to revitalize the CERT program and to Host at least **1** CERT training this fiscal year (Q4).
  - Engage the Carpinteria public through creative means, such as, tabling at festivals and City events, as well as, putting on Emergency-preparedness workshops for the public (Q4).

AUTHORITY

State and Federal Mandates: Develop and update emergency response plans and coordinate staff training to comply with federal mandates, including the Stafford Act, HSPD-5 for NIMS, and the California Emergency Services Act, ensuring effective local preparedness.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Evaluate existing emergency plans and prioritize need and update.

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - Created an extensive list of lessons-learned from the all-staff Emergency Operations Center (EOC) event for emergency plans updates.
  - Worked with CalOES for grant quarterly reporting purposes.
- **Challenges:**
  - Vacancy of Program Manager position in General Government assigned to Emergency Management.
- **Next Steps:**
  - Work with CalOES to close out the LHMP grant and ensure that all invoices and backing is accounted for in case of Federal Emergency Management Agency audit (Q4).
  - Update the EOC Activation Handbook (Q4).
  - Update the Emergency Operations Plan (Q4).
  - Update the Employee Notification and Reporting Plan (Q4).

Strategic Goal: Work with emergency shelter owners to develop working relationships prior to disaster requests.

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - Coordinated with Red Cross for the upcoming Shelter training at the Veterans Memorial Building.
- **Challenges:**
  - Vacancy of Program Manager position in General Government assigned to Emergency Management.

- **Next Steps:**
  - Host 1 Red Cross Sheltering Training (Q3).
  - Identify organizations that the City can establish Memorandums of Understandings (MOUs) with for Sheltering and general partnerships in the event of an emergency.

Strategic Goal: Start internal Safety Committee Meetings.

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - The risk management team has been in contact with California Joint Powers Insurance Authority regarding the implementation of internal safety meetings.
- **Challenges:**
  - None
- **Next Steps:**
  - Risk Management team to implement a cross-departmental Safety Committee that incorporates emergency responsiveness (Q4).

Strategic Goal: Start external Safety Committee Meetings.

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - Talks with Santa Barbara County Office of Emergency Management (OEM), Carpinteria School District, Fire and Sheriff's Departments, as well as, with other non-profit organizations have been ongoing in the area of emergency management.
  - Continued coordination with Summerland Fire District to establishing a new digital platform, Genesys, to increase communications to the Carpinteria public in the event of an emergency.
- **Challenges:**
  - Vacancy of Program Manager position in General Government assigned to Emergency Management.
- **Next Steps:**
  - Weekly meetings with Genesys consultants and Summerland Fire District to ensure a smooth and comprehensive implementation (Q3).

AUTHORITY

State and Federal Mandates: Train City staff and elected officials to maintain FEMA certifications and enhance Emergency Operations Center effectiveness, aiming for all personnel to complete FEMA's ICS 100 and IS-700 courses, specific EOC training, and participate in an emergency exercise by June 30, 2025.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: All staff and elected officials to complete ICS 100, and 700 online by Dec 31,2024.

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - Made progress towards achieving all-staff ICS 100 and ICS 700 compliance.
- **Challenges:**
  - Vacancy of Program Manager position in General Government assigned to Emergency Management.
- **Next Steps:**
  - Ensure all staff have taken the ICS 100 and ICS 700 training (End of Q4).

Strategic Goal: All staff to complete their assigned EOC section training by May 31, 2025.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Coordination with Santa Barbara OEM and Summerland Fire District for future EOC trainings.
- **Challenges:**
  - Vacancy of Program Manager position in General Government assigned to Emergency Management.
- **Next Steps:**
  - Train new hires in EOC responsibilities (Q4).

Strategic Goal: All staff and elected officials to participate in one City-wide exercise in June 2025.

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - Coordination with Santa Barbara OEM and Summerland Fire District for future EOC trainings.
- **Challenges:**
  - Vacancy of Program Manager position in General Government assigned to Emergency Management.
- **Next Steps:**
  - Conduct an all-staff, elected officials, and CERT volunteer City-wide emergency exercise (Q4).

Communication and Community Promotions

Funding source(s): General, PBIA, and PEG Fee Funds

AUTHORITY

City Council Goal #1: Enhance public outreach, education, and transparency.

Compliance with Dymally-Alatorre Bilingual Services Act (California Government Code § 7290-7299.8) and Executive Order 13166, which mandates meaningful access to services for individuals with limited English proficiency

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Provide multilingual closed-captioning on City broadcasted meetings (City Council, Planning Commission, and Architectural Review Board).

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - None.
- **Challenges:**
  - Vacancy of Program Manager position in General Government assigned to Communications.
- **Next Steps:**
  - Configure the GATV broadcast system to provide Spanish closed-captioning to all City-broadcasted meetings (Q4).

AUTHORITY

City Council Goal #1: Enhance public outreach, education, and transparency

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Enhance community engagement.

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - Assisted with promotions and solicitation of applications for City Boards, Commissions, and Committees, including content, graphic development, and advertising.
  - Assisted City Administration to execute a robust public outreach campaign for development of the City's strategic plan. Outreach included strategic placement of posters, messaging A-frames, advertisements in the Coastal View News, direct engagement via the Library and local non-profits, attendance at community events, and utilization of the Promotoras de Salud program.
  - Reorganized and rerecorded the phone tree to engage with the public more efficiently.

- **Challenges:**
  - Engagement of Spanish-speaking community
- **Next Steps:**
  - Ongoing recruitment for Program Manager in General Government to lead the City's communications efforts (Q3).

Strategic Goal: Strengthen partnership with key non-profits and organizations within the Latino Community.

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - Collaborated with LISTOS and engaged with other Latino groups in the city for emergency preparedness purposes and Strategic Plan updates.
- **Challenges:**
  - Vacancy of Program Manager position in General Government assigned to Communications.
- **Next Steps:**
  - Identify and reach out to at least five key non-profits and organizations within the Latino community (Q3).
  - Establish bi-annual collaborative meetings to discuss mutual goals and initiatives (Q4).
  - Develop joint outreach programs or events that promote community services and resources (Q4).

Strategic Goal: Develop and implement effective policies and procedures for communication.

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - Piloted a city branding program with Two Trumpets Communications, incorporating key style guidelines into the City Scroll and social media platforms. This initiative aims to establish a consistent and professional visual identity for the City.
- **Challenges:**
  - Vacancy of Program Manager position in General Government assigned to Communications.
- **Next Steps:**
  - Complete draft of the communication plan by Q3 and present it to department heads for review (Q3).
  - Establish a Social Media policy (Q4).

Strategic Goal: Optimize communication tools and methodologies for improved outreach.

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - Worked with website contractor, Right Now Media, to have access to analytics page to assess website effectiveness.
  - Performed basic analysis of website mapping to assess the number of pages associated with Carpinteria website.

- **Challenges:**
  - Vacancy of Program Manager position in General Government assigned to Communications.
- **Next Steps:**
  - Create a standardized reporting template utilizing metrics (Q4).
  - Implement a monthly review process to analyze engagement data and adjust strategies accordingly (Q4).
  - Share engagement reports interdepartmentally to ensure transparency and accountability (Q4).

Strategic Goal: Assess the value of investing in an ongoing polling tool to gauge community sentiment.

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - None.
- **Challenges:**
  - Vacancy of Program Manager position in General Government assigned to Communications.
- **Next Steps:**
  - Research available polling tools and their features, costs, and user feedback (Q4)
  - Conduct a pilot poll to measure community sentiment on a specific issue and analyze the results (Q4).
  - Develop a recommendation report on the feasibility of ongoing polling based on pilot results and community needs (Q4).

AUTHORITY

City Council Goal #1: Strengthen Community Institution Collaboration

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Evaluate and update existing volunteer materials.

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - None.
- **Challenges:**
  - Vacancy of Program Manager position in General Government assigned to Communications.
- **Next Steps:**
  - Review, update, and consolidate all Volunteer-related forms (Q4).

Strategic Goal: Revisit and enhance volunteer training.

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - None.
- **Challenges:**

- Vacancy of Program Manager position in General Government assigned to Communications.

- **Next Steps:**
  - Revisit, audit, and enhance volunteer trainings (Q4).

Strategic Goal: Improve communication methods with volunteers and prospective volunteers.

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - None.
- **Challenges:**
  - Vacancy of Program Manager position in General Government assigned to Communications.
- **Next Steps:**
  - Establish a clear system of communication between volunteers and the City (Q4).
  - Work to develop a volunteer newsletter (Q4).

Strategic Goal: Develop new ways to recognize volunteer contributions.

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - None.
- **Challenges:**
  - Vacancy of Program Manager position in General Government assigned to Communications.
- **Next Steps:**
  - Establish a metrics-based system to monitor the effectiveness of the volunteer program (Q4).
  - Initiate a Volunteer Recognition event (Q4).

Strategic Goal: Implement improved support initiatives for volunteers.

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - None.
- **Challenges:**
  - Vacancy of Program Manager position in General Government assigned to Communications.
- **Next Steps:**
  - Distribute a volunteer feedback survey by June 2025 (Q4).
  - Create a robust metrics-based system for onboarding, monitoring, and managing volunteers (Q4).

Economic Vitality

Funding source(s): General Fund and Measure X

AUTHORITY

City Mission Statement: Government shall strive to enhance the City's economic base in a manner that is consistent with the needs and preferences of the community.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Engage and support the Economic Vitality Committee

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - Appointment of new Council member, Julia Mayer, to the Economic Vitality Committee.
- **Challenges:**
  - Limited staff capacity due to vacancies in the General Government Department.
  - Strategic delay due to anticipated departure of then Council member Roy Lee (one of two members of the Economic Vitality Committee).
- **Next Steps:**
  - Schedule Economic Vitality Committee meeting (Q3/Q4).

Strategic Goal: Provide annual Economic Vitality Program report to City Council.

- **Status:** ***Not Started***
- **Actions Taken This Quarter:**
  - None
- **Challenges:**
  - Limited utility for report as designed.
- **Next Steps:**
  - Focus on reporting of economic vitality activities via these quarterly reports and future Economic Vitality Committee reports (Q3/Q4).

Community Services Support Grants

Funding source(s): Measure X and Measure A Funds

AUTHORITY

Other City Policy: The goal of the City's Community Services Support Program is to establish a clear and efficient process with a well-defined timeline for completing this vital and sensitive initiative.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Develop a structured process based on the guidelines established for FY 2024-2025 and beyond.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Received City Council directive to establish an end-of-year reporting presentation requirement.
- **Challenges:**
  - Undertaking a comprehensive program review to address recent staff turnover while also preparing for the next fiscal year's grant cycle.
- **Next Steps:**
  - Implement Council's Directive for End of Year Reporting (End of Q4).

Strategic Goal: Develop a structured process based on the guidelines established for FY 2024-2025 and beyond.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Conducted a budget audit of the program and ensured that money was allocated correctly.
  - Established a tracking system that manages the status of each applicant.
  - Initiated an analysis of the entire grant process, beginning to end.
  - Strengthened communication between the City and grant awardees.
  - Mid-year reports received for most awardees, awaiting mid-year reports for a few organizations.
- **Challenges:**
  - Undertaking a comprehensive program review to address recent staff turnover while also preparing for the next fiscal year's grant cycle.
- **Next Steps:**
  - Complete the program analysis and break it down into phases, from beginning to end (End of Q3).
  - Ensure all organizations received City-issued checks for their grant funds (End of Q3).
  - Conduct surveys of current grantees, past applicants, and other grant program directors, to improve our grant program (End of Q3).

- Expand the program by establishing and maintaining a list of contacts in the area who can qualify for funding (End of Q3).
- Establish clear communication expectations in the grant process (End of Q3).
- Implement a system of metrics in the grant program management process, e.g. number of applicants each year, type of organizations, etc. (End of Q3).

Law Enforcement

Funding source(s): General Fund and Measure X

AUTHORITY

Executed Agreement: Fulfillment of terms per contract with Santa Barbara County Sheriff's Office for law enforcement services (fiscal years 2023-2027)

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Enhance local law enforcement communication and community policing efforts.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Introduced new Chief of Police, Lieutenant Rich Brittingham
  - Addition of written monthly law enforcement reports to the City Council (previously provided only verbally).
  - Provision of monthly law enforcement report for August – November 2024.
  - Addition of stats related to Criminal Investigations conducted within the city of Carpinteria added to monthly reports.
  - Participation by multiple deputies in numerous community events in October[1], November[2], and December[3].
- **Challenges:**
  - None
- **Next Steps:**
  - Continue communications and engagement efforts.
  - Consider development of formal city-wide engagement efforts (Q3/Q4).

[1] https://carpinteria.granicus.com/MetaViewer.php?view_id=2&clip_id=1538&meta_id=97446
[2] https://carpinteria.granicus.com/MetaViewer.php?view_id=2&clip_id=1550&meta_id=98507
[3] https://carpinteria.granicus.com/MetaViewer.php?view_id=2&clip_id=1565&meta_id=99422

Racial Equity and Social Justice

Funding source(s): Measure X

AUTHORITY

City Council Resolution: No. 5981[1]

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Conduct an internal audit of the City organization.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - None
- **Challenges:**
  - None
- **Next Steps:**
  - The City's Diversity, Equity, and Inclusion (DEI) consultant, Equity Praxis Group (EPG) staff will meet with the City's internal DEI Committee on February 11th to review and prioritize the actions and strategies outlined in the City's Strategic Equity Plan. After prioritizing the items, we will discuss the scope of the internal DEI audit for the City of Carpinteria. This audit will cover the following areas: public policy review, budgeting and resource allocation, policy evaluation, and staff diversity (Q3/Q4).

Strategic Goal: Continue DEI education for application in City practices, policies, and procedures.

- **Status:** ***On Track*** / ***Delayed***
- **Actions Taken This Quarter:**
  - Conducted meeting with new Chief of Police Services, Lt. Rich Brittingham, to discuss community safety, diversity in law enforcement, and trust building between the Sheriff's Office and community members.
- **Challenges:**
  - Limited staffing capacity due to vacancy of the Program Manager position in the General Government Department.
- **Next Steps:**
  - Review the draft Strategic Equity Plan with our consultants from EPG and provide final report (Q3/Q4).

Strategic Goal: Provide a comprehensive program report to the City Council and community.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - None

[1] https://carpinteriaca.gov/wp-content/uploads/2020/09/Resolution-No.-5981_Committments.pdf

- **Challenges:**
  - None
- **Next Steps:**
  - The City's DEI consultants, EPG, are targeting a presentation date in spring (Q4).

ADMINISTRATIVE SERVICES DEPARTMENT

Administrative Services Department

I. Executive Summary

The Administrative Services Department continues to make progress on several City Council Primary Goals, including enhancing public outreach, ensuring fiscal sustainability, and investing in a high-performance team.

Key initiatives include:

- Preparing for the FY 2025/26 budget adoption by June 30, 2025, though this process has not yet started.
- Maintaining financial transparency, with the FY 2024/25 Budget submitted for the CSMFO Operating Budget Award and plans to submit the FY 2023/24 ACFR for the GFOA Certificate of Achievement.
- Progress has been made in evaluating revenue streams, with consultant services engaged for assessment districts and AB939. Upcoming efforts include analysis of Measure B revenue estimates, solid waste fees, and district assessments to ensure financial sustainability and alignment with the City's fiscal goals.

Progress is being made on updating city policies and staff training, including drafting a Cash Handling Policy and planning policies for travel and credit card use. However, limited staffing has caused delays, slowing the pace of these efforts.

Efforts to support remote work have also experienced delays, though a Remote Work Policy has been drafted. Next steps focus on finalizing the policy and procuring necessary resources.

Despite these challenges, the department remains committed to fiscal responsibility, operational efficiency, and workforce development, ensuring the City stays on track toward its strategic goals.

II. Key Highlights

- **Major Milestones Achieved:**
  - Completed the Annual Audit.
  - Finalized the Annual Comprehensive Financial Report FY 2023/24.
- **Significant Issues or Challenges Encountered:**
  - Unforeseen staffing challenges have affected the progress of projects.
- **Upcoming Priorities for the Next Quarter**
  - Annual benefit implementations
  - Proposed Midyear adjustments.
  - FY2025/26 Budget Kickoff.

III. Financial Summary

	Current Budget	Fiscal Activity	Remaining Budget	Percentage Used
Revenue				
42 - License & Permits	$ 10,000	$ 5,572	$ 4,428	44%
44 - Fines & Forfeitures	7,500	1,194	6,306	84%
45 - Charges for Services	30,000	21,532	8,468	28%
Revenue Total:	**$ 47,500**	**$ 28,297**	**$ 19,203**	**40%**
Expenditure				
51 - Personnel Services	$ 704,300	$ 328,021	$ 376,279	53%
52 - Professional Services	199,550	52,335	147,215	74%
53 - Contract Services	169,850	63,175	106,675	63%
54 - Utilities	94,000	41,083	52,917	56%
55 - Other Operating Expenses	79,050	30,525	48,525	61%
Expenditure Total:	**$ 1,246,750**	**$ 515,139**	**$ 731,611**	**59%**

- **Budget Overview**
  - Major Expenditures:
    - None
  - Variance:
    - None

- **Major Financial Changes or Concerns**
  - Significant deviations from the budget
    - None
  - Upcoming financial challenges or adjustments
    - None

IV. Community Engagement and Outreach

- **Engagement Activities**:
  - None
- **Feedback Received:**
  - None
- **Response to Feedback:**
  - None

Financial Management Services

Funding source(s): General Fund

AUTHORITY

City Council Goal #1: Enhance public outreach, education and transparency.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Ensure the preparation and adoption of a balanced FY 2025/26 budget by June 30, 2025, that aligns with strategic priorities and promotes fiscal responsibility.

- **Status:** ***Not Started***
- **Actions Taken This Quarter:**
  - None
- **Challenges:**
  - None
- **Next Steps:**
  - **Budget Kickoff and Timelines –** Communicate key budget deadlines and expectations to department heads to ensure a smooth and timely process.
  - **Capital Improvement Budget Meeting –** Conduct a meeting to review planned capital projects, assess funding availability, and prioritize infrastructure investments.
  - **Revenue Projections and Financial Forecasting –** Analyze current revenue trends and develop multi-year projections to guide budget decisions.
  - **Department Budget Submissions –** Establish guidelines and provide departments with instructions for submitting their budget requests.
  - **One-on-One Budget Meetings –** Schedule meetings with department heads to review budget proposals, discuss adjustments, and align requests with strategic priorities.
  - **Preliminary Budget Development –** Compile initial budget figures, incorporating department requests and revenue projections for further review.

Strategic Goal: Demonstrate compliance with best practices for budgeting and financial reporting.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Submitted State Controller Report
    - Streets Report

- **Challenges:**
  - None
- **Next Steps:**
  - Submission of State Controller Reports
    - City Financial Report
    - Carpinteria Public Improvement Corporation
    - Carpinteria Street Lighting District
  - Submit the FY 2023/24 Annual Comprehensive Financial Report (ACFR) for the GFOA Certificate of Achievement for Excellence in Financial Reporting.

Strategic Goal: To evaluate current revenue streams.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Measure B passed and was certified by City Council.
  - In coordination with General Government and Public Works staff, completed and entered into an agreement with Willdan to commence the AB 939 and Assessment District revenue generation efforts.
  - Admin Services, General Government, and Public Works staff, in coordination with Willdan consultants, completed the data gathering phase and began analyzing the information to develop the engineer's reports for updating the Assessment Districts.
  - Draft of the AB 939 fee notice completed.
- **Challenges:**
  - None
- **Next Steps:**
  - Estimate Measure B revenue to understand its financial impact and adjust projections accordingly.
  - Complete proposition 218 notice process and prepare for and complete City Council public hearing to adopt new AB 939 rates.
  - Complete preliminary Engineer's Reports for Assessment Districts.

Central Services

Funding source(s): General Fund

AUTHORITY

City Council Goal #5: Invest in a High-Performance Team at City Hall.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

1. **Strategic Goal:** Update outdated City policies and provide staff with training on the new policies.

   - **Status:** ***Delayed***
   - **Actions Taken This Quarter:**
     - None
   - **Challenges:**
     - Limited staff capacity due to vacancy of Finance Manager position.
   - **Next Steps:**
     - Review Cash Handling Policy
     - Draft Travel Policy
     - Draft Credit Card Policy

Management Information Services

Funding source(s): General Fund, Library Fund, and Recreation Fund

AUTHORITY

City Council Goal #5: Invest in a High-Performance Team at City Hall.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Provide resources to all staff to accommodate remote work.

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - None
- **Challenges:**
  - General Government has made progress on developing a Remote Work Policy to establish guidelines for necessary resources and accommodations, ensuring effective implementation.
- **Next Steps:**
  - Finalize Remote Work Policy.
  - Order equipment/software needed to support remote work.

COMMUNITY DEVELOPMENT DEPARTMENT

Community Development

I. Executive Summary

The second quarter of the current fiscal year saw Community Development Department (CDD) staff reach several important milestones towards its advance planning goals: In October, the final two remaining administrative draft Elements of the General Plan/Coastal Land Use Plan update were released to the General Plan Update Committee for public review. In December, following successful preceding meetings with the Architectural Review Board and Planning Commission, the City Council adopted the Housing Element Zoning Amendments package, thereby completing the final local jurisdiction step needed to address the City's Regional Housing Needs Assessment (RHNA) shortfall and obtain Housing Element certification by the Department of Housing and Community Development (HCD). Next steps for these efforts during the upcoming third quarter include releasing a complete public draft of the General Plan/Coastal Land Use Plan update, and receiving the respective certifications for the Housing Element Zoning Amendments package from HCD and the California Coastal Commission (CCC).

Other important achievements completed during the second quarter include: The successful launch of the "SolarApp+" online permitting platform for residential rooftop solar projects, thereby successfully complying with a state-required mandate. Community Development Department staff continued to prioritize efforts to expand job-relevant training and certifications. Code Compliance staff have initiated efforts to develop outreach and education materials for the City's upcoming effectuation of the multifamily residential smoking ban, and adoption of Code Compliance Officer Safety Standards to meet another required state mandate.

Despite the varied successes, this quarter was not without its challenges. Two key departmental staff, the Chief Building Inspector/Plans Examiner and Principal Planner, announced their departures from the City. Efforts to recruit for and fill these vacancies are underway and will continue into the next quarter. In the meantime, the City temporarily transitioned to a 100% contractor-supported Building and Safety Services program, which has resulted in expending nearly the entire annual allocation for building plan check and inspection consultant services at the halfway point of the fiscal year. Staff will be requesting approval to redirect or allocate additional funds to this professional services contract to help support staff needs through the end of the fiscal year. Finally, Animal Medical Clinic (AMC) who provides contract animal control services to the City, including kenneling of impounded animals, is undertaking a multi-month remodel and expansion of their facilities which will temporarily preclude AMC from providing kenneling services for large breed dogs. City staff has worked with County Animal Control Services and Santa Barbara Humane Society to secure interim kenneling services and seeks to formalize an arrangement with Santa Barbara Humane Society during the third quarter to maintain ongoing back-up kenneling support for animal control purposes. Both of these challenges illustrate and reinforce the

need for planning and building in an appropriate level of redundancies into CDD programs to ensure the ability to continue to deliver key services to the community.

II. Key Highlights

- **Major Milestones Achieved:**
  - Adoption of Housing Element Zoning Amendments package (establishment of Residential/Mixed Use (RMU) zoning district; establishment of Objective Design Standards; rezoning of ~20 acres to RMU district) by City Council in December, and submittal of Housing Element Zoning Amendments package to Department of Housing and Community Development (HCD) and California Coastal Commission (CCC) for their respective certifications.
  - Released final two administrative draft Elements (Community Design & Land Use) to General Plan Update Committee (GPUC) in October.
  - Worked with New Beginnings staff, the Land Trust for Santa Barbara County staff, and Carpinteria Open Space Management Advisory Board (COSMAB) members to finalize path for extending the Safe Parking Program beyond the end of the initial two-year pilot term and expand the program from six vehicles maximum to 12 vehicles.
  - Successfully launched SolarApp+ online permitting software for residential rooftop solar installations in October. 10 permits issued since launch.
- **Significant Issues or Challenges Encountered:**
  - Vacancy of Chief Building Inspector/Plans Examiner and Principal Planner positions resulted in reduced capacity in the Development Review and Building Program.
  - Expended annual budget for building plan check and inspection consultant services in effort to temporarily backfill vacant Chief Building Inspector/Plans Examiner position.
  - Temporary loss of large breed dog kenneling facilities during multi-month planned remodel and expansion of Animal Medical Clinic veterinary facilities.
- **Upcoming Priorities for the Next Quarter**
  - Achieve respective HCD and CCC certification of Housing Element Zoning Amendments package.
  - Release complete public draft of General Plan/Coastal Land Use Plan update.
  - Successfully recruit for and fill vacant CDD positions.

III. Financial Summary

	Current Budget	Fiscal Activity	Remaining Budget	Percentage Used
Revenue				
42 - License & Permits	$ 265,850	$ 212,699	$ 53,151	20%
43 - Intergovernmental	200,000	18,450	181,550	91%
44 - Fines & Forfeitures	87,000	42,827	44,173	51%
45 - Charges for Services	347,000	361,128	(14,128)	-4%
46 - Interest	8,000	10,356	(2,356)	-29%
48 - Miscellaneous Revenue	2,500	626	1,874	75%
Revenue Total:	**$ 910,350**	**$ 646,085**	**$ 264,265**	**29%**
Expenditure				
51 - Personnel Services	$ 1,611,175	$ 735,986	$ 875,189	54%
52 - Professional Services	498,250	112,767	385,483.05	77%
54 - Utilities	1,500	637	863.08	58%
55 - Other Operating Expenses	32,600	6,808	25,791.54	79%
Expenditure Total:	**$ 2,143,525**	**$ 856,198**	**$ 1,287,327**	**60%**

Budget Overview

- Major Expenditures: None
- Variance: Realized revenues continue to outperform anticipated revenues in adopted budget, primarily due to updated permit fees and several large projects submitted for permitting.
    - License and Permit fees, and Charges for Services are well ahead of anticipated revenues at end of Q2. Charges for Services, in particular, have already exceeded anticipated revenues for the entire fiscal year.

Major Financial Changes or Concerns

- Significant deviations from the budget
    - $100,000 budgeted for the entire fiscal year for building plan check and inspection professional services has been nearly fully expended as of the end of Q2 due to increased permit activity and temporary transition to 100% consultant-provided Building and Safety services following vacancy in Chief Building Inspector and Plans Examiner position.
- Upcoming financial challenges or adjustments
    - CDD will request additional funds be redirected or allocated to building plan check and inspection professional services to cover ongoing use of consultant services through the end of the fiscal year. These additional funds can be largely offset by temporary salary savings realized by vacant Chief Building Inspector and Plans Examiner position, and by increased permit revenues.

IV. Community Engagement and Outreach

Engagement Activities:

- Tabling during “locals’ night” at annual Avocado Festival in October.
- Attended City-County Joint Affordable Housing Task Force meeting in October.

- Attended General Plan Update Committee (GPUC) meetings in October and December.
- Attended Architectural Review Board (ARB) meetings in October, November and December.
- Attended Planning Commission hearings in October, November and December.
- Attended City Council meetings in October, November and December.
- CDD staff attended annual Coastal Housing Coalition conference in December.

Feedback Received:

- Public input and GPUC comments received on the draft Land Use and Community Design Elements at GPUC meetings.
- Public input received during ARB, Planning Commission and City Council hearings for the Housing Element Zoning Amendments package.
- Community requests for staff augmentation of Code Compliance services.
- Generally positive feedback from the builder community concerning the interim consultant-provided building plan check and inspection services.
- Community input concerning need to prioritize construction of affordable housing.

Response to Feedback:

- Public feedback on draft General Plan Elements will be incorporated into the complete public draft targeted to be released in Q3.
- Public comments received during the course of the Housing Element Zoning Amendments package informed subsequent revisions and refinements to the proposed ordinance, and have prompted consideration of additional sites for future rezones.
- CDD staff will request consideration of budgeting for additional Code Compliance Officer position as part of next fiscal year budget.
- CDD staff exploring options for additional funding to maintain consultant building plan check and inspection services in support of CDD staff.
- CDD staff continuing to explore strategies for promoting and facilitating affordable housing with the intent to provide City Council with a menu of possible strategies for further consideration at a future date (Q4).

Administration

Funding source(s): General Fund, Measure X, State-Awarded Grants

AUTHORITY

City Council Goal #5: Invest in a High-Performance Team at City Hall.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Invest in staff learning through conferences and other learning tools.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Assistant Planner, Megan Musolf, attended the annual Coastal Housing Coalition's Conference and the Association of Environmental Professionals (AEP) California Environmental Quality Act (CEQA) Basics webinar in December.
  - Code Compliance Supervisor, David Hernandez, attended the annual California Association of Code Enforcement Officers (CACEO) conference in November.
  - Principal Planner, Mindy Fogg, attended a leadership retreat in October for the California chapter of the Association for Environmental Professionals (AEP) (for which she is the CA chapter president).
  - Community Development Department (CDD) staff attended a training in October put on by the Tri-County Regional Energy Network (3C-REN) concerning recent changes to the CA Green Code.
- **Challenges:**
  - AEP CEQA Essentials Workshop cancelled in October due to the Mountain Fire in Ventura County. Assistant Planner Megan Musolf and Associate Planner Marysol Smith were enrolled to attend.
  - Loss of staff this past quarter (i.e., Chief Building Inspector/Plans Examiner and Principal Planner) impairs department capacity, results in loss of institutional memory, and redirects staff resources to cover staffing shortfall until positions can be filled.
- **Next Steps:**
  - CDD staff to attend webinar on Multifamily Housing Inspection and Enforcement in January 2025 (Q3).
  - CDD staff to attend AEP conference in May 2025 (Q4)
  - Senior Planner, Syndi Souter, to attend Subdivision Map Act training in May 2025 (Q4).
  - Successfully complete recruitment for new Chief Building Inspector/Plans Examiner and Principal Planner (Q3).

Strategic Goal: Integrate software tools to increase staff capability and productivity.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - CDD staff attended a demo from GovWell software sales representatives in December.
  - SolarApp+ software successfully launched in October. Since the launch, CDD has issued 10 building permits via the online permitting platform.
- **Challenges:** None
- **Next Steps:**
  - Continue evaluation and ranking of software platforms (Q3).
  - Obtain current quotes for top software platform vendors (Q3).
  - Select vendor and execute contract for new permit platform (Q4).

AUTHORITY

City Council Goal #3: Take Steps to Address the Fiscal Sustainability of the City.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Evaluate new revenue sources to assist with funding local initiatives.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Continued to collect "building technology" surcharge on all issued building permits. The Surcharge generated approximately $11,000 in Q2 (~$21,000 year-to-date) that will help pay for annual costs for the City's new online permitting platform.
  - Worked with the City's plan check consultants to update building permit fee calculators to reflect the current adopted fee schedule.
- **Challenges:**
  - Discovered City's plan check consultants were relying on out-of-date and/or incorrect building permit fee calculators, resulting in some building permits being undercharged by ~15%.
  - Despite recent citywide efforts to update the City fee schedule, building permit fees remain out of date and have not kept pace with inflation over the years since the last comprehensive update.
- **Next Steps:**
  - Continue collecting "building technology" surcharge on issued building permits (Q3 and Q4).
  - Monitor building permit fees calculated by city consultants to ensure correct fees are charged (Q3).
  - Explore options for completing a comprehensive building permit fee study for next fiscal year (Q4).

Advance Planning

Funding source(s): General Fund, Measure X, State-Awarded Grants

AUTHORITY

City Council Goal #2: Accommodate city growth while maintaining the small beachside town character.

State Mandate: California Planning and Zoning Law requires local jurisdictions to adopt and maintain a General Plan and Housing Element consistent with the requirements of Government Code section 65302.[1]

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Pursue Implementation of the adopted Housing Element.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Multifamily Residential Objective Design Standards recommended for approval by Architectural Review Board in October.
  - Housing Element Zoning Amendments package (Establishment of Residential/Mixed Use (RMU) zone district; Objective Design Standards; Rezoning of ~20 acres of City land to RMU) recommended for approval by Planning Commission in November and adopted by City Council in December.
  - Submitted Housing Element Zoning Amendments package to the CA Department of Housing and Community Development (HCD) and the California Coastal Commission (CCC) for respective certifications in December.
  - Met with CCC and HCD staff to resolve potential inconsistencies with state guidance re: Accessory Dwelling Unit (ADU) Ordinance updates.
- **Challenges:**
  - Scope and complexity of Housing Element rezones is staff/labor intensive. Paused or delayed other work efforts to prioritize this effort.
  - CCC certification of ADU ordinance update delayed by new coordinated review requirements with HCD. City staff working with CCC and HCD staff to complete review and resolve any required revisions. Will carry over into Q3.
  - Density Bonus ordinance update paused pending outcome of state legislative cycle triggering potential for additional required updates. Staff will recommence work on this effort in Q3.
- **Next Steps:**
  - Complete respective certifications of Housing Element Zoning Amendments Package with HCD and CCC (Q3).

[1] Authority for and scope of General Plans:
https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=GOV&sectionNum=65302

- Resolve pending comments from CCC- HCD coordinated review of ADU ordinance updates and proceed with re-adoption and CCC certification (Q3).
- Recommence work on Density Bonus Ordinance updates. Schedule for City Council first reading and submit Local Coastal Plan Amendment (LCPA) application to CCC (Q3).
- Initiate work on Zoning Code amendments to address Special Needs and Supportive Housing legislation to comply with current state law (Q3).

Strategic Goal: Continued Progress Toward Adoption of General Plan/Coastal Land Use Plan (GP/CLUP) Update.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Released remaining administrative drafts of Community Design and Land Use Elements to City's General Plan Update Committee (GPUC) for public review in October and held a second meeting to continue review of these Elements in December.
  - Initiated work in the preparation of the Programmatic Environmental Impact Report (PEIR) for the General Plan/Coastal Land Use Plan update.
- **Challenges:**
  - Limited consultant capacity to devote to this project. Staff and consultant have worked together to establish timelines and schedule to keep project on track going forward.
  - Extended pause in General Plan update effort (~2020- 2023) resulted in out-of-date analysis and data, requiring additional staff and consultant resources to refresh data and revise analyses.
  - Grant funding supporting this effort will expire at end of 2025, despite work effort likely carrying into 2026 and beyond. Staff will work with grantor to explore options for an extension and/or additional funding to help support ongoing work efforts.
- **Next Steps:**
  - Release of complete public draft of the GP/CLUP update (Q3).
  - Release Notice of Preparation (NOP) and hold scoping hearing(s) in support of the preparation of PEIR (Q3/Q4)

Strategic Goal: Continued Implementation of Anti-displacement Legislative Package.

- **Status:** ***Not Started***
- **Actions Taken This Quarter:** None
- **Challenges:**
  - Initiation of updates to Short-term Rental (STR) Ordinance delayed due to complexity and scope of higher priority projects (e.g., Housing Element rezones).
- **Next Steps:**
  - Begin work on STR Ordinance updates (Q4).

Strategic Goal: Continued Progress Toward Completion of the Downtown Design Overlay.

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - Some of the draft design standards developed for this project have been repurposed for use in support of the Housing Element Zoning Amendments package (i.e., RMU Objective Design Standards), which were recommended for approval by the ARB in October and by the Planning Commission in November, and adopted by the City Council in December.
  - Objective Design Standards submitted to CCC for certification as part of Housing Element Zoning Amendments package in December.
- **Challenges:**
  - Project timeline for completion is overdue and grant funding awarded for project has been fully expended despite project not yet completed. Completion of project will require additional allocation of staff resources and/or funds for additional consultant services.
  - Project focus has evolved over time from downtown-specific design standards to instead initially focus on Housing Element rezone sites and ministerial ("by right") multifamily housing projects allowed under state housing laws. Objective Design Standards for Housing Element rezone sites currently moving forward as part of the larger Housing Element Zoning Amendments package (discussed above).
- **Next Steps:**
  - Recommence work on objective design standards for other City districts and neighborhoods (Q4).

Strategic Goal: Engage in County Land Use Decisions Affecting Carpinteria Sphere of Influence.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Participated in an additional meeting with Santa Barbara County Local Agency Formation Commission (LAFCO) and County of Santa Barbara staff in December re: formation of Memorandum of Agreement (MOA) to formalize communication between City and County concerning pending projects in City Sphere of Influence and/or Planning Area.
  - Engage in ongoing dialog with CCC staff re: County Housing Element rezones in Carpinteria Valley.
  - Remain engaged in County planning processes re: cannabis land use ordinance amendments and Bailard Multifamily Project.
- **Challenges:**
  - Limited staff capacity to devote to ongoing in-depth engagement with the County re: cannabis land use matters.
- **Next Steps:**
  - Review draft MOA with LAFCO and County of Santa Barbara (Q3).

- Continue engagement with CCC re: County Housing Element rezones (Q3/Q4).
- Continue engagement with County of Santa Barbara re: cannabis ordinance amendments and Bailard Multifamily Housing Project (Q3/Q4).

Housing

Funding source(s): Affordable Housing Fund

AUTHORITY

City Council Goal #2: Accommodate City Growth while Maintaining a Small Beachside Town Character.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Explore options for the development of affordable housing.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - CDD staff attended quarterly City-County Joint Affordable Housing Task Force Meeting in October.
  - Assistant Planner, Megan Musolf, attended the Coastal Housing Coalition conference in December.
- **Challenges:**
  - Funds allocated to Workforce Homebuyer Down Payment Loan Program have been fully expended until either existing outstanding loans are repaid and/or additional funds are allocated to the Program.
- **Next Steps:**
  - Continue research of successful affordable housing strategies (Q3/Q4).
  - Attend next quarterly Joint Affordable Housing Task Force meeting (Q4).

AUTHORITY

City Council Goal #4: Strengthen Community Institution Collaboration.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Increase Community Awareness of Rental Housing Mediation Program (RHMP) services.

- **Status:** ***Not Started***
- **Actions Taken This Quarter:**
  - Staff continues to refer interested parties to the RHMP services. Use of RHMP services by Carpinteria tenants and landlords remains on pace with previous year's numbers (37 instances at end of Q2).
- **Challenges:**
  - Staff capacity to develop and implement outreach efforts has been limited due to other work priorities. Will consider re-assigning tasks and/or breaking down into smaller tasks to facilitate incremental progress toward completion.

- **Next Steps:**
  - Update "Housing" page of City website with expanded information re: RHMP services.
  - Develop and provide public outreach materials for use on City social media platforms.
  - Distribute RHMP pamphlets at key City locations (e.g., library, etc.).

Strategic Goal: Explore options for the Continuation and Expansion of the Safe Parking Program.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Staff has continued dialogue with New Beginnings staff concerning possible continuation and expansion of services. New Beginnings staff has confirmed willingness and ability to continue services and expand capacity from six to 12 vehicles.
  - Reported on planned continuation and expansion of Safe Parking Program to Carpinteria Open Space Management Advisory Board (COSMAB). No objections from COSMAB to proposed continuation/expansion.
- **Challenges:**
  - Limited available properties/sites available in the City to accommodate additional or expanded Safe Parking Program location. Exploring option for expansion of capacity at existing site instead.
  - Seeking second site for large vehicles (RVs, etc.).
- **Next Steps:**
  - Return to Council with update on Safe Parking Program and to request expansion of program from six to 12 vehicles (Q3).
  - Return to Council with proposed contract extension to continue Safe Parking Program past initial two-year pilot phase (Q4).
  - Continue to search for secondary sites for large vehicle Safe Parking Program (Q3/Q4).

Strategic Goal: Seek opportunities to expand and support housing needs for unhoused individuals.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - City Council adopted Ordinance to amend public camping regulations to reflect current "Grants Pass" Supreme Court decision in October.
  - Staff finalized update to Public Camping Administrative Policy in October.
- **Challenges:** None
- **Next Steps:**
  - Continue efforts with Dignity Moves to identify prospective sites for tiny home village (Q3/Q4).
  - Initiate Ordinance updates for Special Needs and Supportive Housing (Q3).

Development Review and Building

Funding source(s): General Fund

AUTHORITY

City Council Goal #3: Take Steps to Address the Fiscal Sustainability of the City.
City Council Goal #4: Strengthen Community Institution Collaboration.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Implement Improvements to the Business Licensing Process.

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - Ongoing coordination efforts with third-party business licensing contractor to identify problems, and improve review process workflow and efficiency.
  - Continue to attempt to work through Business License review backlog and provide guidance to customers/applicants.
- **Challenges:**
  - Volume of pending business license applications and deviations from adopted workflows in review processes continue to overwhelm staff capacity and delay application review and approval timelines.
- **Next Steps:**
  - Finalize and launch updated applications (Q3).
  - Establish regularly-scheduled staff working group to ensure timely review of applications in queue and troubleshoot discrete application issues (Q3).
  - Prepare and publish applicants guide for licensing (Q4).
  - Work towards workflow and process improvements in application review and processing (Q4).

Strategic Goal: Implement Efficiency Improvements for Building Permit Review.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Continuing to utilize existing building plan check and inspection services consultant for part-time permit technician assistance to address building permit backlogs, and to help implement process improvements, including but not limited to, transition to digital permitting.
  - Temporarily transitioned to 100% contract-based Building and Safety services following Chief Building Inspector and Plans Examiner vacancy in October. Contract inspector provides inspection services for Carpinteria three days per week. Contract Building Official used on an “as-needed” basis.
  - Initiated recruitment process for new Chief Building Inspector and Plans Examiner. Made employment offer to candidate in December.

- Continued research and evaluation of new permit tracking platforms (see Community Development Department (CDD) Administration Program for more details).
- Officially launched online permitting platform, SolarApp+, for residential rooftop solar permits (see CDD Administration Program for more details) in October.

- **Challenges:**

1. Volume of building permit applications continues to be higher than historic volumes. Exploring options to further leverage consultant services to increase capacity and improve service levels.
2. Allocated fiscal year budget for building plan check and inspection consultant services has nearly been expended due to temporary transition to 100% consultant-based Building and Safety services necessitated by Chief Building Inspector and Plans Examiner vacancy as of October. Will need to redirect funds and/or request additional allocation at upcoming mid-year budget adjustment.
3. Limitations of outdated permit software constrain building permit process improvement efforts. Transition to new improved software will resolve this impediment.

- **Next Steps:**
  - Complete hiring process and onboarding for new Chief Building Inspector and Plans Examiner (Q3).
  - Request mid-year budget adjustment to allocate additional funds to building plan check and inspection services contracts to support CDD staff (Q3).
  - Continue to research and evaluate online permitting platforms (Q3) and make selection for awarding of contract (Q4).

AUTHORITY

City Council Goal #5: Invest in High-Performance Team at City Hall.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Achieve Certified Accessibility Specialist (CASP) for Chief Building Inspector and Plans Examiner.

- **Status:** ***Delayed***
- **Actions Taken This Quarter:** None
- **Challenges:**
  - Vacancy of Chief Building Inspector and Plans Examiner position has stalled this effort. Once new Chief Building Inspector and Plans Examiner is successfully hired and onboarded, a new timeline to pursue this goal can be set.
- **Next Steps:**
  - Work with new Chief Building Inspector and Plans Examiner to establish realistic plan and timeframe to pursue completion of this goal (Q3/Q4).

Strategic Goal: Continue work towards Master Code Professional designation.

- **Status:** ***Not Started***
- **Actions Taken This Quarter:** None
- **Challenges:**
  - Vacancy of Chief Building Inspector and Plans Examiner position as of October has stalled this effort. Plan to work with newly hired replacement Chief Building Inspector and Plans Examiner to reevaluate this goal.
- **Next Steps:**
  - Work with new Chief Building Inspector and Plans Examiner to reevaluate ability to complete this goal, or consider realigning goal to a revised target to better align with new hire's level of experience (Q3).

Code Compliance

Funding source(s): General Fund

AUTHORITY

City Council Goal #4: Strengthen Community Institution Collaboration.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Multi-family Smoking Ordinance Implementation and Outreach.

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - Drafting of outreach/education materials have begun by Code Compliance staff.
- **Challenges:**
  - Lack of staff capacity and competing priorities has delayed ability to make more extensive progress on this effort. Working with Code Compliance and Long Range Planning staff to reevaluate timelines and deliverables.
- **Next Steps:**
  - Develop and launch outreach and educational materials for multifamily residential smoking ban (Q4).
  - Ban takes effect (end of Q4).

Strategic Goal: Entertainment Licensing Monitoring.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Continued monitoring and gathering sound level readings for live music performances at Island Brewing Company in October.
  - Licensed one additional business (Sunburst Winery) in October.
- **Challenges:**
  - Live entertainment (and resultant noise complaints) often occurs after hours when no Code Compliance staff is on duty. Purchased second sound reader to provide to law enforcement to allow for sound level readings to be logged when responding to noise complaints. Will continue to periodically reschedule Code Compliance officer shifts to allow for weekend evening noise monitoring of live entertainment events.
- **Next Steps:**
  - Provide live entertainment program status update to City Council (Q3).
  - Continue periodic sound monitoring of live music events (Q3/Q4).

Strategic Goal: GoGov Code Compliance Activity Tracking.

- **Status:** ***On Track***

- **Actions Taken This Quarter:**
  - Continued logging and tracking of code compliance cases in GoGov and provided quarterly Code Compliance report to City Council in October.
- **Challenges:**
  - Incomplete logged data from past years limits the ability to provide meaningful long-term trends analysis until additional years of complete data is captured. Data accuracy, including staff time devoted to different tasks, has improved as Code Compliance staff has become better at inputting data.
- **Next Steps:**
  - Continue to improve reporting and trend analysis as part of quarterly reports (ongoing).
  - Provide City Council with next quarterly report (Q3).

AUTHORITY

City Council Goal #5: Invest in High-Performance Team at City Hall.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Develop and Adopt Code Compliance Officer Safety Standards.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Code Compliance staff have gathered examples from other jurisdictions and begun preparation of an administrative draft.
- **Challenges:** None
- **Next Steps:**
  - Complete administrative draft Code Compliance Officer Safety Standards and circulate for internal staff review (Q3).

Animal Control

Funding source(s): General Fund

AUTHORITY

Other City Policy: Enhance public safety through animal control-related education, outreach, and enforcement.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Increase compliance with dog leash and pet clean-up laws.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Continued periodic weekly patrols of open space areas and contacts with off-leash dog owners. 1 off-leash contact made in Q2.
- **Challenges:**
  - Limited staffing capacity for regular patrols. Staff encouraged to prioritize random periodic patrols during weekly shifts.
- **Next Steps:**
  - Ramp up public outreach/education efforts regarding leash laws through social media, Coastal View News, etc. (Q3).
  - Advocate for reinstatement of additional Code Compliance Officer as part of next fiscal year budget (Q4) to allow for assignment of Code Compliance staff to regular park patrol duties.

AUTHORITY

Best Practice: Promote animal welfare and safety.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Obtain Animal Control Officer Training / Certification.

- **Status:** ***Not Started***
- **Actions Taken This Quarter:** None
- **Challenges:**
  - Animal Control Officer certification will incur an additional expense not anticipated in current fiscal year budget. Review training budget and consider mid-year budget adjustment to redirect funds to this training.
- **Next Steps:**
  - Pursue training / certification for at least one Code Compliance Officer (Q4).

Strategic Goal: Enhance Effectiveness of, and Participation in, Dog Licensing Program.

- **Status:** ***Delayed***

- **Actions Taken This Quarter:**
  - Research for new permit platform includes consideration for licensing modules in support of migrating various City licensing programs, including dog licensing, to the new online platform.
  - Continuing to work with local veterinary offices and businesses to support City in dog licensing efforts.
- **Challenges:**
  - Limited staff capacity. Working with other City staff to complete simple website updates, and to develop and launch social media materials.
  - Current dog licensing software is difficult to maintain and keep current. Annual licensing renewals not readily supported by current software.
- **Next Steps:**
  - Update website information (Q4).
  - Develop social media materials (Q4).
  - Continue research into online permitting and licensing platforms (Q3/Q4) with aim to be ready to recommend awarding of contract to new vendor for next fiscal year.

Strategic Goal: Improve Effectiveness of Pet Adoption Program.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Two dogs successfully adopted/rehomed during Q2.
  - Outreach via City newsletter regarding dog foster/volunteer opportunities in October
  - Coordinated advertising re: adoptable pets via city website and social media platforms in October.
  - Establishing arrangements with County Animal Control Services and Santa Barbara Humane Society to support City staff with kenneling of impounded animals and adoption in December.
- **Challenges:**
  - Planned remodel and expansion of Animal Medical Clinic (AMC) facilities temporarily resulted in closure of kenneling facilities for large dogs forcing City staff to seek temporary alternative arrangements. City has reached out to County Animal Control Services and Santa Barbara Humane Society, and received commitments from both to support and assist City with both temporary and ongoing kenneling needs.
  - Limited dog foster volunteers; particularly for large breed dogs.
- **Next Steps:**
  - Prepare administrative policy re: pet adoption outreach and advertising (Q4).
  - Continue outreach efforts to build animal foster/volunteer corps (Q3/Q4).
  - Finalize and execute Service Agreement with Santa Barbara Humane Society for kenneling support services (Q3).

PUBLIC WORKS

Public Works Department

I. Executive Summary

In the Engineering Division, each of the three programs (Public Works Administration Program; Capital Improvements Program; and Transportation, Parking and Lighting Program) are currently assigned goals by the City Council. The Public Works Administration Program goal is to enhance departmentwide operational and production efficiency. Within this reporting period, the three (3) Parks and Facilities Attendant positions are outfitted with mobile smart phones to utilize GoGov and for use during rental events at Veterans Memorial Building. Review of customer satisfaction surveys continue to be conducted in weekly Department staff meetings, and adjustments of operational efficiency are made as needed. There are no major challenges to date in implementing the goal.

The Capital Improvements Program goal is to increase capital project revenues. Within this reporting period, Department staff researched California Department of Parks and Recreation grant opportunities such as the Land and Water Conservation Fund Grant Cycle and Outdoor Recreation Legacy Partnership Program, respectively, for both parks and alternative transportation (e.g., trails) capital projects in the Capital Improvement Plan. The City's grant applications were able to demonstrate a technical need; however, the applications were scored low in the critical area of *disadvantaged communities* (due to distance formulas utilized when determining the City's status), negatively impacting the City's ability to secure grant funds. This remains the major challenge to date in advancing the goal.

The Transportation, Parking and Lighting Program goal is to increase availability of alternative transportation. No actions were taken within this reporting period because there is a shortage of qualified transit drivers resulting in delays to anticipated microtransit service, The Wave.

In the Sustainability and Environment Division, each of the three programs (Resource Conservation Program, Solid Waste Program, Watershed Management Program) are currently assigned goals by the City Council. The Resource Conservation Program goal is to reduce greenhouse gas emissions. Within this reporting period, a funding application was accepted for replacement of one of the Maintenance Division tractors with an all-electric tractor. Under Central Coast Community Energy's Feel Electrification Incentive Program, Department staff developed a fleet electrification roadmap for City vehicles. However, work is delayed toward development of 100% energy sustainable and resilient City facilities. Funding for solar and battery storage projects is oversubscribed and faces some uncertainty for future cycles. Department staff continues to monitor funding opportunities. Further, procurement of all-electric maintenance equipment and vehicles is still in progress; however, technological advances could cause delays in delivery of some products.

The Solid Waste Program goal is to reduce waste and increase landfill diversion. Within this reporting period, all four (4) commercial accounts for curbside organic collection service that previously were not in compliance were contacted and brought into compliance. Department staff continued outreach to food and beverage providers to reach full compliance with City regulations related to single-use plastic take-out foodware and retail sale regulations regarding single-use plastic foodware and mylar ballons.
Further, Department staff continued work with the General Government Department toward full cost recovery (i.e., elimination of general fund subsidies) for solid waste programming, specifically through proposed revisions to AB 939 fees on residential and commercial solid waste rates.

The Watershed Management Program goal is to protect local watersheds, and there is one (1) quantifiable objective. Within this reporting period, a revision was made to the development and construction tracking database as well as associated documents. Further, an evaluation of cost reporting was conducted in compliance with new State Water Resources Control Board (SWRCB) regulations. The major challenge to date is new requirements for cost reporting, as well as those in the draft Phase II MS4 Permit, which are expected to require significant staff resources and additional funding.

In the Maintenance Division, the overarching goal of the three programs (Street Maintenance Program, Fleet Maintenance Program, and Parks and Facilities Maintenance Program) is to increase and diversify maintenance operations capabilities. Within this reporting period, two (2) maintenance staff, one from the Street Maintenance Program and the other from the Parks and Facilities Maintenance Program, completed landscape irrigation skills training in November 2024. Further, the part-time Parks and Facilities Attendant staff were trained in special event hospitality skills for public facility rentals (e.g., Veterans Memorial Building rentals). The major challenge to date is the limited staff capacity to complete service requests.

II. Key Highlights

Major Milestones Achieved:

- Maintenance staff are outfitted with at least one mobile workspace device (i.e. rugged tablet and/or mobile smart phone)
- All thirteen (13) Fiscal Year 2024/25 programmed capital projects are in progress.
- The construction phase of three (3) capital projects are complete or substantially complete:
  - 2022 Pavement Rehabilitation
  - Former Venoco Oil Pipeline #0470 Abandonment Project
  - Via Real Stormwater Project
- Ten (10) capital projects are under design.
- All four (4) commercial accounts that previously were not in compliance were contacted and brought into compliance.

Significant Issues or Challenges Encountered:

- The City's Capital Improvement Program grant applications were able to demonstrate a technical need, however, critical evaluation points are awarded

to disadvantaged communities (for which Carpinteria does not qualify) making it difficult to secure needed grant funding.

- Shortage of qualified transit drivers has resulted in delays to anticipated microtransit service.
- Funding for solar and battery storage projects is oversubscribed and faces some uncertainty for future cycles. Staff continues to monitor funding opportunities.
- Restaurants have a high turnover rate, so regular site visits will be necessary for continued compliance. Additionally, some foodware items do not have non-plastic alternatives.
- New requirements for cost reporting as well as those in the draft Phase II MS4 Permit are expected to require significant staff resources and funding. The true impacts of this are unknown at this time.
- Limited capacity to complete projects due to staffing constraints.

Upcoming Priorities for the Next Quarter

- Continue to research and pursue any grant program for eligible pavement improvement projects as well as for other infrastructure project needs.
- Continue to transition equipment to all-electric as funding and equipment availability allows.
- Approval of proposed 5% AB 939 fee increase to fully fund solid waste programming.
- Continue engagement with the SWRCB about the draft Phase II MS4 Permit.
- Continue revision of construction inspections and development project tracking, as required by the Phase II MS4 Permit.

III. Financial Summary

	Current Budget	Fiscal Activity	Remaining Budget	Percentage Used
Revenue				
41 - Taxes	$ 234,450	$ 140,224	$ 94,226	40%
42 - License	8,300	14,765	(6,465)	-78%
43 - Intergovernmental	11,900,300	994,397	10,905,903	92%
44 - Fines & Forfeitures	2,050	478	1,572	77%
45 - Charges for Services	299,000	173,053	125,947	42%
46 - Interest	20,150	28,635	(8,485)	-42%
47 - Special Assesments	198,400	117,926	80,474	41%
48 - Miscellaneous Revenue	25,000	57,058	(32,058)	-128%
Revenue Total:	**$ 12,687,650**	**$ 1,526,536**	**$ 11,161,114**	**88%**
Expenditure				
51 - Personnel Services	$ 1,927,900	$ 918,913	$ 1,008,987	52%
52 - Professional Services	379,050	263,703	115,347	30%
53 - Contract Services	1,248,350	399,969	848,381	68%
54 - Utilities	422,100	167,640	254,460	60%
55 - Other Operating Expenses	548,100	168,438	379,662	69%
57 - Capital Outlay	19,506,150	6,252,690	13,253,460	68%
Expenditure Total:	**$ 24,031,650**	**$ 8,171,353**	**$ 15,860,297**	**66%**

- **Budget Overview**
  - Major Expenditures: None.
  - Variance: None.

- **Major Financial Changes or Concerns**
  - None.

IV. Community Engagement and Outreach

- **Engagement Activities**:
  - A majority of the activities were conducted in the Capital Improvements Program (e.g., public workshops and construction notices) and Solid Waste Program (e.g., educational outreach of new solid waste laws).

- **Feedback Received:**
  - No major exceptions to said activities.

- **Response to Feedback:**
  - None to date.

Public Works Administration

Funding source(s): Gas Tax, General Fund, and Measure A

AUTHORITY

City Council Goal #5: Invest in a High-Performance Team at City Hall.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: To enhance departmentwide operational and production efficiency.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - The three (3) Parks and Facilities Attendant positions are outfitted with mobile smart phones to utilize GoGov, as needed, and for use during rental events at Veterans Memorial Building.
  - Continuing to review customer satisfaction surveys in weekly Department staff meetings and adjusting operational efficiency, as needed.
  - Department is currently coordinating with the General Government Department in drafting telework policy.
- **Challenges:**
  - None.
- **Next Steps:**
  - Finalize and implement telework policy, including development of hybrid work schedules to improve staffing flexibility while maintaining excellent customer service and departmental productivity.

Capital Improvements

Funding source(s): Capital Improvement Fund, Development Impact Fee, Gas Tax, General Fund, Local Transportation Fund, Measure A, Parking and Business Improvement Area Assessment, Revolving Fund, and Road Maintenance Rehabilitation Fund

AUTHORITY

City Council Goal #3: Take Steps to Address the Fiscal Sustainability of the City.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: To increase capital project revenues.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Researched California Department of Parks and Recreation grant opportunities such as the Land and Water Conservation Fund Grant Cycle and Outdoor Recreation Legacy Partnership Program, respectively, for both parks and alternative transportation (e.g., trails) capital projects in the Capital Improvement Plan.
- **Challenges:**
  - The City's grant applications were able to demonstrate a technical need; however, the applications were scored low in the critical area of *disadvantaged communities (*due to distance formulas utilized when determining the City's status), negatively impacting the City's ability to secure grant funds.
- **Next Steps:**
  - Continue to research and pursue any grant program for eligible pavement improvement projects as well as for other infrastructure project needs.

Street, Fleet, and Parks and Facilities Maintenance

Funding source(s): Capital Improvement Fund, Gas Tax, General Fund, Library Fund, Local Transportation Fund, Measure A, Measure X, Park Maintenance Fund, Recreation Services Fund, R-O-W Assessment District, and Tidelands Trust

AUTHORITY

City Council Goal #5: Invest in a High-Performance Team at City Hall.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: To enhance departmentwide operational and production efficiency.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Two (2) maintenance staff, one from the Street Maintenance Program and the other from the Parks and Facilities Maintenance Program, completed landscape irrigation skills training in November 2024.
  - Trained part-time Parks and Facilities Attendant staff in special event hospitality skills for public facility rentals (e.g., Veterans Memorial Building rentals).
- **Challenges:**
  - Limited staff capacity to complete service requests.
- **Next Steps:**
  - Conduct annual equipment operation training.

Transportation, Parking and Lighting

Funding source(s): Capital Improvement Projects Fund, Local Transportation Fund, Measure A, Parking and Business Improvement Area Assessment District, R-O-W Assessment District, and Street Lighting Assessment District

AUTHORITY

Transportation Committee – Resolution No. 5928

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: To increase availability of alternative transportation.

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - None.
- **Challenges:**
  - According to the Santa Barbara Metropolitan District (SBMTD) General Manager Jerry Estrada, there is a shortage of qualified transit drivers resulting in delays to anticipated microtransit service, The Wave.
- **Next Steps:**
  - Schedule a Transportation Committee Meeting for Q3 to include status reporting by SBMTD.

Solid Waste

Funding source(s): AB 939, Revolving, and Solid Waste Franchise Fees

AUTHORITY

Sustainability Community Policy – Resolution No. 5500

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: To enhance departmentwide operational and production efficiency.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - All four (4) commercial accounts for curbside organic collection service that previously were not in compliance were contacted and brought into compliance.
  - Continued outreach to food and beverage providers to reach full compliance with City regulations related to single-use plastic take-out foodware and retail sale regulations regarding single-use plastic foodware and mylar ballons.
    - ✓ Staff is currently conducting a second round of outreach to all businesses. Businesses are allotted 60 days from the date of the second visit to become compliant before enforcement begins.
  - Continued work with the General Government Department toward full cost recovery (i.e., elimination of general fund subsidies) for solid waste programming, specifically through proposed revisions to AB 939 fees on residential and commercial solid waste rates.
- **Challenges:**
  - Restaurants have a high turnover rate, so regular site visits will be necessary for continued compliance. Additionally, some foodware items do not have non-plastic alternatives.
- **Next Steps:**
  - Schedule outreach events to educate the community on organic waste diversion, including residential composting workshops.
  - Continue outreach to all businesses subject to Carpinteria Municipal Code Chapter 8.50.
  - Approval of proposed 5% AB 939 fee increase to fully fund solid waste programming.

Watershed Management

Funding source(s): Development Impact Fees, Gas Tax, General Fund, Measure A, and Revolving Funds

AUTHORITY

Sustainability Community Policy – Resolution No. 5500; National Pollutant Discharge Elimination System (NPDES) Phase II Small Municipal Separate Storm Sewer System (MS4) Permit

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: To enhance departmentwide operational and production efficiency.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Revision of development and construction tracking database as well as associated documents.
    - ✓ A new tracking sheet was developed and is in utilization, and associated documents for inspections and maintenance agreements will be updated in Q3.
  - Evaluation of cost reporting in compliance with new State Water Resources Control Board (SWRCB) regulations.
    - ✓ This action is ongoing. The SWRCB recently adopted a cost reporting requirement for all municipalities, which will be implemented under the new draft Phase II MS4 Permit. This requirement is expected to take significant staff resources to meet. In anticipation of that, staff began preparing for this in Q2. Tracking will eventually include all departments that work on any element of Phase II MS4 Permit implementation and will be due in the fifth year of that permit. Estimated time spent on this by agencies involved in the pilot program were 1 full-time employee for 3 months per year.
- **Challenges:**
  - New requirements for cost reporting as well as those in the draft Phase II MS4 Permit are expected to require significant staff resources and funding. The true impacts of this are unknown at this time.
  - Trash Implementation Plan regulations. This action is delayed, as the permit has not yet been adopted and draft provisions could require updates to the Trash Implementation Plan. Additionally, these plans require Regional Water Quality Control Board Executive Officer Approval, which has not been obtained.
- **Next Steps:**
  - Continue engagement with the SWRCB about the draft Phase II MS4 Permit.
  - Continue revision of construction inspections and development project tracking, as required by the Phase II MS4 Permit.

Resource Conservation

Funding source(s): General Fund and Measure X

AUTHORITY

Sustainability Community Policy – Resolution No. 5500

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: To reduce greenhouse gas emissions.

- **Status:** ***On Track*** / ***Delayed***
- **Actions Taken This Quarter:**
  - A funding application was accepted for replacement of one of the Maintenance Division tractors with an all-electric tractor.
  - Under Central Coast Community Energy's Feel Electrification Incentive Program, staff developed a fleet electrification roadmap for City vehicles.
  - The City opted to delay purchase of an all-electric street sweeper due to changing technology.
- **Challenges:**
  - Work is ***delayed*** toward development of 100% energy sustainable and resilient City facilities. Funding for solar and battery storage projects is oversubscribed and faces some uncertainty for future cycles. Staff continues to monitor funding opportunities.
  - Procurement of all-electric maintenance equipment and vehicles is still in progress; however, technological advances could cause delays in delivery of some products.
- **Next Steps:**
  - Continue to transition equipment to all-electric as funding and equipment availability allows.

PARKS, RECREATION & COMMUNITY SERVICES

Parks, Recreation and Community Services

I. Executive Summary

The Parks, Recreation, and Community Services Department continues to enhance community engagement, streamline operations, and expand services. This quarter, key accomplishments included launching new AgeWell initiatives, hosting the first AgeWell Community Forum, and improving accessibility to BBQ/Picnic and Veterans Hall rentals through our online platform, RecDesk. Progress continues on development of key policies related to cancellations, refunds, sponsorships, and fundraising.

The Carpinteria Community Pool remains a community resource, supporting local athletics, swim lessons, and senior programs. A newly published annual program calendar has improved transparency, and work continues on a Staff Policy & Procedures Handbook. Ocean Beach Services is preparing for its 2025 season, focusing on equipment readiness and operational planning.

The Carpinteria Library made significant strides in literacy and outreach, serving 1,938 program participants and hosting a well-attended Know Your Rights forum. Priorities for the next quarter include training a new Literacy Coordinator, launching a digital newsletter, and expanding community programs.

Staff development remains a priority across all divisions, with ongoing training and professional development opportunities. The department remains focused on improving efficiency, expanding programs, and strengthening community partnerships to better serve Carpinteria residents.

II. Key Highlights

- **Major Milestones Achieved:**
  - Coast Guard inspection and approval of all kayaks and stand-up paddleboards.
  - Hosted 658 Adult Lap Swims, 1,338 Senior Lap Swims, 157 Aqua Aerobics classes, 289 Masters Swims, and 10 Youth Rec Swim entries at the Community Pool.
  - Hosted the first AgeWell Community Forum Meeting.
  - Launched a monthly AgeWell WISE column in Coastal View News.
  - Organized a Veterans Storytelling Hour.
  - Started a weekly Lotería program for Spanish-speaking seniors.
  - 1,938 Library Program participants
  - Library hosted the first “Know Your Rights” forum.
- **Significant Issues or Challenges Encountered:**
- Limited staff capacity due to key Program Manager position vacancy.

  Upcoming Priorities for the Next Quarter

- Planning and scheduling for upcoming summer season.
- Finalize comprehensive Policies & Procedures staff handbook.
- Finalize department wide cancellation and refund policies.
- Draft "Sponsorship, Donation and Fundraising" Policy.
- Select the Library's "One Community, One Book" title and program schedule.
- Begin recruitment for the new City Librarian.

III. Financial Summary

	Current Budget	Fiscal Activity	Remaining Budget	Percentage Used
Revenue				
41 - Taxes	$ 159,100	$ 92,676	$ 66,424	42%
42 - License & Permits	300	120	180	60%
43 - Intergovernmental	238,250	6,060	232,190	97%
45 - Charges for Services	910,600	629,070	281,530	31%
46 - Interest	5,000	10,407	(5,407)	-108%
47 - Special Assessments	20,400	13,382	7,018	34%
48 - Miscellaneous Revenue	200,100	80,107	119,993	60%
Revenue Total:	**$ 1,533,750**	**$ 831,822**	**$ 701,928**	**46%**
Expenditure				
51 - Personnel Services	$ 1,788,500	$ 799,201	$ 989,299	55%
52 - Professional Services	131,700	40,663	91,037	69%
53 - Contract Services	134,350	47,033	87,317	65%
54 - Utilities	168,500	62,606	105,894	63%
55 - Other Operating Expenses	328,200	61,861	266,339	81%
57 - Capital Outlay	40,000	9,760	30,240	76%
Expenditure Total:	**$ 2,591,250**	**$ 1,021,124**	**$ 1,570,126**	**61%**

Budget Overview

- Major Expenditures:
  - None
- Variance:
  - None

Major Financial Changes or Concerns

- Significant deviations from the budget
  - None
- Upcoming financial challenges or adjustments
  - None

IV. Community Engagement and Outreach

Engagement Activities:

- Participated in Avocado Festival.
- Hosted a booth at Girls Inc. Trunk or Treat event.
- Hosted an AgeWell community forum meeting.
- Started monthly AgeWell WISE column for Coastal View News (CVN).
- Monthly book review in the CVN and quarterly column from the Library.
- Partnered with Carpinteria Children's Project and hosted the first "Know Your Rights" Forum in Spanish with English translation.
- Hosted Aliso Elementary second graders at the Library.

- Librarians spoke at a Head Start Parent meeting and attended a Canalino Parent Meeting.
- Participated in the Carpinteria Children's Project Health Fair.
- Held monthly Library Advisory Commission Meetings, Ad Hoc Harbor Seal Advisory Committee Meetings and Carpinteria Open Space Management Advisory Body Committee meetings.
- Participated in bi-monthly Black Gold Cooperative Library System.
- Participated in monthly Friends of the Library meetings.

Feedback Received:

- The Library's "Know Your Rights" forum in partnership with the Carpinteria's Children's Project was well attended and provided important information to attendees. Library staff have received many inquiries about resources for immigrants and several community members have offered to volunteer to support related activities.
- AgeWell's Forum received positive feedback from participants.

Response to Feedback:

- Plans are underway for several events, including two scheduled outreach events designed to connect people with opportunities to support immigrants in the community.
- AgeWell incorporated programming and ideas suggested by forum participants, an example of which is a monthly column in the CVN to keep the community informed and engaged.

Parks, Recreation & Community Services Administration

Funding source(s): General Fund, Measure X, Tidelands Fund, Recreation Fund, and Revolving Funds

AUTHORITY

City Council Goal #5: Invest in a High-Performance Team at City Hall.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Streamline administration and maintain adherence to all relevant policies and standards. Provide exceptional services, foster a culture of accountability, and support sustainable growth within the organization.

- **Status:** ***On Track*** **/** ***Delayed***
- **Actions Taken This Quarter:**
  - Hired a part time Recreation Leader to work at the front counter of City Hall to provide in person customer service.
  - Continue to create 'how to guides' for various workflows within the department.
- **Challenges:**
  - The vacancy of the Program Manager position has ***delayed*** progress on this goal.
- **Next Steps:**
  - Meet with Risk Management to review policies and procedures that need to be included in the staff handbook (Q3).
  - Plan the first all-staff department meeting (Q3).
  - Continue to draft employee handbook and collect relevant and necessary materials (Q3).

Strategic Goal: Revise the mission statement for the Parks, Recreation & Community Services Department.

- **Status:** ***Not Started***
- **Actions Taken This Quarter:**
  - None.
- **Challenges:**
  - None.
- **Next Steps:**
  - Solicit ideas from staff for a mission statement (Q3).
  - Begin drafting a mission statement (Q3).

Strategic Goal: Implement meeting & training schedule.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Weekly meetings have been established and are ongoing.
- **Challenges:**
  - None
- **Next Steps:**
  - Schedule a department wide all staff meeting.

AUTHORITY

City Council Goal #1: Enhance Public Outreach, Education and Transparency.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Modernize operations and improve customer experience. Enhance customer engagement and satisfaction through modern communication channels.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Reservations for BBQ/Picnic rentals and Veterans Hall Rentals have been moved to the online platform, 'RecDesk'.
  - Aquatics and AgeWell programs continue to be migrated over to the online calendar for internal planning and scheduling purposes.
- **Challenges:**
  - Updating outdated policies and procedures to simplify and improve workflows.
- **Next Steps:**
  - Continue to monitor reservations, seek feedback on the process from users and make improvements and changes as needed.
  - Expand reservation options in the portal which will include aquatics programming, special events, and field rentals.

Strategic Goal: Create a vibrant, inclusive community garden that fosters food security, promotes healthy living, and cultivates a strong sense of place for all community members.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Continued monthly garden e-newsletter.
  - Connected with gardeners to encourage volunteer participation in the community garden and foster a sense of community among participants.
- **Challenges:**
  - None
- **Next Steps:**
  - Collaborate with gardeners to establish workshops and educational sessions.

AUTHORITY

City Council Goal #4: Strengthen Community Institution and Collaboration

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Enhance the quality of life for seniors in Carpinteria by creating inclusive socialization and relationship-building opportunities that foster a strong sense of community and belonging, while simultaneously promoting holistic health through physical, mental, and emotional wellness initiatives.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Attended non-profit collaborative council meeting.
  - Held first planning meeting with Cottage Hospital Trauma Services for fall-prevention course.
  - Held an AgeWell community forum meeting.
  - Started monthly AgeWell WISE column for Coastal View News.
  - Hosted Veterans Storytelling Hour event.
  - Met with New Beginnings Clinical Director about Veterans mental health services.
  - Started weekly Lotería program for Spanish speakers.
  - Started weekly Spanish PEARL group with FSA.
  - Hosted bi-weekly Compassion Club lectures.
  - Hosted HICAP training.
  - Hosted Legal Aid Foundation presentation.
- **Challenges:**
  - None.
- **Next Steps:**
  - Continue developing engaging programming and foster diverse engagement with our community.
  - Continue to pursue funding opportunities.

Community Pool Services

Funding source(s): Measure X and Recreation Funds

AUTHORITY

City Council Goal #1: Enhance Public Outreach, Education and Transparency

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Establish and maintain a comprehensive program planning and communication framework.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Created an annual program calendar for Community Pool activities and programs has been completed and posted online. The annual calendar will undergo updates as programming changes may occur.
- **Challenges:**
  - None.
- **Next Steps:**
  - Maintain and update calendar as needed.

AUTHORITY

City Council Goal #5: Invest in a High-Performance Team at City Hall.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Develop and implement a comprehensive staff development and operations program.

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - Work continues on the creation of a Staff Policy and Procedures Handbook.
  - Staff continue work on formalizing and memorializing existing policies and procedures and implementing new policies and procedures as needed.
- **Challenges:**
  - Staff must balance handbook development with their daily responsibilities in operating the Community Pool, limiting the time and capacity available to dedicate to this project.
- **Next Steps:**
  - Continue working on Staff Policy & Procedures Handbook (Q3).

Ocean Beach Services

Funding source(s): General Fund, Measure X, and Tideland Trust Funds

AUTHORITY

City Council Goal #3: Take Steps to Address the Fiscal Sustainability of the City

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Streamline and Improve Customer Service for Boathouse Operations

- **Status:** ***Completed***
- **Actions Taken This Quarter:**
  - None.
- **Challenges:**
  - None.
- **Next Steps:**
  - None.

AUTHORITY

Carpinteria Municipal Code (CMC) 2.20.080 establishing Ocean Beach Services.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Develop and implement a comprehensive staff development and operations program for the City of Carpinteria Beach Lifeguard Program.

- **Status:** ***Delayed***
- **Actions Taken This Quarter:**
  - Work continues on the creation of a Staff Policy and Procedures Handbook.
  - Past policies and procedures have been inputted and updated.
  - Working on formalizing and memorializing policies and procedures that are best practice but have not been documented in the past.
- **Challenges:**
  - Staff must balance handbook development with their daily responsibilities in operating the Community Pool, limiting the time and capacity available to dedicate to this project.
- **Next Steps:**
  - Continue working on Staff Policy & Procedures Handbook (Q3).

Strategic Goal: Ensure the continuation and success of the Junior Lifeguard Program.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Scheduled Junior Guard (JG) Swim Test dates.
  - Creating the 2025 JG calendar including competition dates and field trips
  - Inventoried and ordered supplies.
- **Challenges:**
  - None.
- **Next Steps:**
  - Revise participant survey for Summer 2025 to allow for data collection vs. open ended questions which cannot be quantified.
  - Continue planning and scheduling for upcoming spring and summer seasons.
  - Continue inventorying and purchasing of equipment and supplies.

Library Services

Funding source(s): Measure X

AUTHORITY

City Council Goal #1: Enhance public outreach, education, and transparency.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Enhance community engagement and literacy to reach a wider audience, promote lifelong learning, and foster a sense of community through shared literary experiences.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Conditional offer of employment sent to Literacy Coordinator candidate in December 2024.
- **Challenges:**
  - None.
- **Next Steps:**
  - Onboard and train the Literacy Coordinator (Q3)
  - Schedule new tutor meetings (Q3)
  - Organize literacy materials (Q3)

Strategic Goal: Boost Library Utilization and Program Participation.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Researched books for a “community reads” program.
  - Quarterly Library Column in the Coastal View News (CVN).
  - Provided monthly book recommendations in CVN.
  - Offered a new book club program in December.
- **Challenges:**
  - Staff capacity to create a digital newsletter.
- **Next Steps:**
  - Create a paper Library calendar.
  - Begin the process of creating a digital newsletter.
  - Select the title for the “One Community, One Book” read for March and April.

AUTHORITY

City Council Goal #5: Invest in a High-Performance Team at City Hall.

DEPARTMENTAL STRATEGIC GOALS AND STATUS

Strategic Goal: Prioritize staff training and development initiatives to ensure a skilled and motivated workforce capable of delivering high-quality services and programs.

- **Status:** ***On Track***
- **Actions Taken This Quarter:**
  - Held Q2 Library staff training.
  - Fulltime Library staff attended the California Library Association conference.
  - Participated in the County of Santa Barbara Emergency Operations Center (EOC) training.
- **Challenges:**
  - None.
- **Next Steps:**
  - Participate in City provided anti-harassment staff training.
  - Community Outreach Library staff will attend the upcoming Creando Enlaces conference.