City of Carpinteria
City Council Regular Meeting Agenda
Monday, March 24, 2025
Council Chamber, 5775 Carpinteria Avenue, Carpinteria, CA 93013

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

Attendance/Viewing Options:

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

Public Comments

- Provide a live public comment in City Council Chambers at City Hall (5775 Carpinteria Ave.).
- Provide a live comment through the City's Zoom webinar platform (through the link provided above). To make public comments through this platform please use the "raise your hand" feature to notify staff that you would like to make a public comment during designated public comment times. Once it is your turn to provide a public comment, staff will unmute your microphone and you will be given a designated amount of time to provide your comment. At the end of your comment, staff will once again mute your microphone.
- Submit a written comment (as either a general public comment or on a specific agenda item) to be distributed to Council Members by **12:00 P.M. on the day of the meeting** by either submitting your comment via (1) email to PublicComment@carpinteriaca.gov, or (2) the **eComment** link on the City's agenda website available at https://carpinteriaca.gov/city-hall/agendas-meetings/. Please reference the agenda item to which your comment pertains. Although

written comments become part of the record, they will not be read aloud at the meeting.

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

Levine Act Warning

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

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

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

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

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS:

1. A Proclamation Designating April 2025 as "DMV/Donate Life Month" in the City of Carpinteria. *(Requires taking public comment and approval prior to the City Council reading and presenting the proclamation.)*

2. A Proclamation Designating April 2025 as "Carpinteria Business Month" in the City of Carpinteria. *(Requires taking public comment and approval prior to the City Council reading and presenting the proclamation.)*

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

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.

3. Approve the minutes of the special meeting held March 4, 2025 and the regular meeting held March 10, 2025.

4. Receive and file the Expenditures for the period beginning March 3, 2025 and ending March 14, 2025.

5. Receive and file the Report of Contracts Executed by the City Manager for the Period of February 4, 2025 through March 3, 2025.

6. Receive and file the Monthly City Treasurer's Report on Compliance with Statement of Safekeeping and Investment of Public Funds for February 2025.

7. Adopt Resolution No. 6375, as read by title only, directing the City Manager to prepare a report for the consideration of continuing the ad valorem tax Street Lighting District No. 1 for the Fiscal Year 2025-26.

8. Adopt Resolution No. 6376, as read by title only, ordering the preparation of a report describing the financial status of the District and recommending assessments for Fiscal Year 2025-26 for Carpinteria Lighting, Landscaping and Right of Way Improvement District No. 3.

9. Adopt Resolution No. 6377, ordering a report by the Downtown "T" Business Advisory Board for the purpose of continuing assessments for the Carpinteria Parking and Business Improvement Area Assessment District No. 4 for Fiscal Year 2025-26.

10. Adopt Resolution No. 6378, as read by title only, ordering the preparation of a report describing the Winter Protection Berm Program and associated assessment and continue the Winter Protection Berm Assessment District No. 5 for Fiscal Year 2025-26.

11. Authorize the City Manager to recruit for the Public Works Manager position.

ADMINISTRATIVE MATTERS:

12. Selection of the 2024 City of Carpinteria Volunteer of the Year.

    Recommendation: (1) Commend Carpinteria Volunteer of the Year nominees for their service in 2024 and select a Volunteer of the Year recipient; (2) Direct City staff to submit the Volunteer of the Year recipient to the Carpinteria Community Association's Community Awards; and (3) Direct staff to prepare a Resolution for the Volunteer of the Year awardee to be adopted at a future City Council meeting.

    Staff Presenter: Ryan Kintz, Assistant City Manager

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

13. Closeout of the 2022 Pavement Rehabilitation Project.

    Recommendation: (1) Authorize the Mayor to sign the Closeout Agreement and Release of Claims for the 2022 Pavement Rehabilitation Project with Toro Enterprises, 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; and (3) Approve a budget appropriation in the amount of $250,000 to the Capital Improvements Fund. *(Requires a roll call vote.)*

    Staff Presenter: John L. Ilasin, Public Works Director

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

14. Approval of the Amended Agreement between the City of Carpinteria and South Coast Community Media Access Center (dba TV Santa Barbara).

    Recommendation: Authorize the City Manager to Approve the Amended Agreement between the City of Carpinteria and South Coast Community Media Access Center. *(Requires a roll call vote.)*

    Staff Presenter: Michael Ramirez, City Manager

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

15. Adoption of an Electronic Signature Policy.

    Recommendation: Adopt Resolution No. 6374, establishing an Electronic Signature Policy.

    Staff Presenter: Brian C. Barrett, City Clerk

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

PUBLIC HEARING:

16. Proposition 218 Protest Hearing for Proposed 5% Increase to City of Carpinteria's ("City") Solid Waste AB 939 Program ("Solid Waste Program") fee ("AB 939 Fee")

    Recommendation: (1) Conduct a public hearing to accept both written and verbal protests submitted in response to the City's proposed 5% increase to its AB 939 Fee, track the number of protests, and, if the number of written protests received does not constitute a majority, make a finding that there is not a majority protest and that the Council can approve the proposed increase and (2) Approve and adopt Resolution No. 6371 titled "Increasing the AB 939 Fee and Amending and Restating the Amended and Restated Franchise Agreement for Solid Waste Handling Services Between the City of Carpinteria and E.J. Harrison & Sons, Inc. to Reflect This Change." *(Requires a 4/5th roll call vote.)*

    Staff Presenter: Erin Maker, Environmental Program Manager

    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:

17. Annual Progress Report on General Plan Implementation.

    Recommendation: Accept the 2024 General Plan Annual Progress Report and direct the Community Development Director to submit the Report to the Governor's

Office of Land Use and Climate Innovation (LCI) and the Department of Housing and Community Development.

Staff Presenter: Megan Musolf, Assistant Planner

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

18. Adoption of City Council Goals and Priorities for Fiscal Years 2025-26 and 2026-27; and Strategic Plan Final Report, including City Mission, Vision, and Value Statements (Working Drafts); and City Council-developed Norms, Values, and Principles of Governance (Final Draft).

Recommendation: Receive presentation; adopt City Council Goals and Priorities for Fiscal Years 2025-26 and 2026-27 and consider adoption of City Council-developed Norms, Values, and Principles of Governance; and direct staff as appropriate.

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 (Glynn Birdwell)

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

ADJOURNMENT

The next regular City Council meeting will be held April 14, 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, March 19, 2025, in the City Clerk's Office, on the City Hall Public Notices Board, and on the Internet.

Agenda Section: Presentations
Agenda Item No.: 1
Council Meeting Date: March 24, 2025

A PROCLAMATION OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA DESIGNATING APRIL 2025 AS "DMV/DONATE LIFE MONTH" IN THE CITY OF CARPINTERIA

WHEREAS, *organ, eye, tissue, marrow and blood donation are life-giving acts recognized worldwide as expressions of compassion to those in need; and*

WHEREAS, *more than 103,000 individuals nationwide and more than 23,000 in California are currently on the national organ transplant waiting list, and on average, 17 people die each day while waiting; and*

WHEREAS, *the need for donated organs is especially urgent in Hispanic, Latino, and African American communities; and*

WHEREAS, *a single individual's donation of the heart, lungs, liver, kidneys, pancreas and small intestine can save up to eight lives; and*

WHEREAS, *donation of tissue can save and heal the lives of more than 75 others; and*

WHEREAS, *organ donors saved more than 46,000 lives last year; and*

WHEREAS, *any person can register to be an organ, eye and tissue donor regardless of age or medical conditions; and*

WHEREAS, *being a registered donor does not impact the quality of life-saving medical care a person receives in an emergency; and*

WHEREAS, *California residents can sign up with the Donate Life California Donor Registry online at any time by visiting www.donateLIFEcalifornia.org or, for Spanish-speakers, www.doneVIDAcalifornia.org; and*

WHEREAS, *California residents can sign up to be an organ, eye and tissue donor when applying for or renewing their driver's licenses or ID cards at the California Department of Motor Vehicles; and*

WHEREAS, *California residents interested in saving a life through living kidney donation may visit www.LivingDonationCalifornia.org; and*

NOW, THEREFORE, BE IT RESOLVED *that in recognition of National Donate Life Month, the month of April 2025 is hereby proclaimed "DMV/Donate Life Month" in the City of Carpinteria, and in doing so we encourage all Californians to check "YES!" online, or when applying for or renewing their driver's license or I.D. card at the DMV.*

IN WITNESS WHEREOF*, the Mayor hereunto set their hand and caused the official seal of the City of Carpinteria, California to be affixed this 24th day of March, 2025.*

ATTEST:

Natalia Alarcon, Mayor
City of Carpinteria

Brian C. Barrett, CMC, CPMC
City Clerk

Agenda Section: Presentations
Agenda Item No.: 2
Council Meeting Date: March 24, 2025

A PROCLAMATION OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA DESIGNATING APRIL 2025 AS "CARPINTERIA BUSINESS MONTH"

***WHEREAS**, the City of Carpinteria supports the success of its local business community and acknowledges their role in generating local tax revenue to support municipal services that enhance the quality of life for Carpinteria residents; and*

***WHEREAS**, local businesses are a vital pillar of the community, providing essential products and services, and contributing to non-profits and volunteer projects through the dedicated efforts of business leaders and employees; and*

***WHEREAS**, local businesses create significant private sector employment opportunities, ensuring the strength and competitiveness of the local workforce; and*

***WHEREAS**, the City of Carpinteria values business community feedback in developing ordinances and policies, ensures business inclusion in City outreach, and provides aid to local businesses as needed; and*

***WHEREAS**, since 1912, a Chamber of Commerce has represented local business interests, helping to building a strong local economy and a positive quality of life; and*

***WHEREAS**, the Santa Barbara South Coast Chamber of Commerce collaborates with the City of Carpinteria to bridge local business needs with City goals, implementing positive economic, business-friendly, and community-oriented public policies.*

***NOW, THEREFORE, BE IT RESOLVED,** that the City of Carpinteria hereby designates April as "Carpinteria Business Month" and encourages all residents to celebrate and support our local businesses.*

***IN WITNESS THEREOF**, the Mayor hereunto set their hand and caused the official seal of the City of Carpinteria, California, to be affixed this 24th day of March, 2025.*

_____
Natalia Alarcon, Mayor

ATTEST:

_____
Brian C. Barrett, CMC, CPMC
City Clerk

Roy Lee
County Supervisor, First District

Agenda Section: Public Information Reports
Agenda Item No.: N/A
Council Meeting Date: March 24, 2025

Date: March 19, 2025

To: Michael Ramirez, City Manager + Honorable Carpinteria City Council

From: Supervisor Roy Lee

Subject: 3/24 Agenda for Report from First District Supervisor Roy Lee

CC: Brian Barrett, City Clerk

Updates from District 1 Supervisor Roy Lee at 3/24 Carpinteria City Council Meeting:

1. Cannabis Ordinance Update
    a. Special Meeting 3/14
    b. Board of Supervisors meeting 3/18

2. Upcoming Beach Nourishment

3. Tsunami Preparedness Week

4. Sable Pipeline Update

5. Library Update

105 E. Anapamu Street, 4th Floor Santa Barbara, CA 93101 · (805) 568-2186
roylee@countyofsb.org
www.countyofsb.org

Agenda Section: City Manager's Report
Agenda Item No.: N/A
Council Meeting Date: March 24, 2025

MEMORANDUM

Council Meeting Date: **March 24, 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/.

- Aquatics Part-Time Summer Positions
  - Apply Immediately – Open Until Filled
    - Beach Lifeguard
    - Pool Lifeguard
    - Swim/Water Polo Coach
- City Librarian – Full-Time
  - Deadline to Apply: April 9, 2025
- Finance Manager – Full-Time
  - Pending Interviews
- Principal Planner – Full-Time
  - Pending Department Interview

New Employees
None

Workplace Safety Plan

Injury and Illness Prevention Program (IIPP) Update
The City of Carpinteria's Injury and Illness Prevention Program (IIPP) was first introduced and adopted by the City Council in 1991, in compliance with Senate Bill 198 and Cal-OSHA regulations. The IIPP is a critical workplace safety plan designed to identify, evaluate, and prevent potential hazards, ensuring a safe and healthy environment for all City employees.

We have recently completed an update to the IIPP to reflect current Cal-OSHA guidelines, which emphasize workplace inspections, hazard identification, and employee training. The updated IIPP will be presented to all staff at an upcoming meeting, reinforcing the City's ongoing commitment to workplace safety. The Injury and Illness Prevention Program can be found at: https://carpinteriaca.gov/wp-content/uploads/2025/03/IIPP-2025.pdf

UPDATES ON CAPITAL IMPROVEMENT PROJECTS

Via Real Stormwater Project

The Via Real Stormwater Project is nearing completion, with final construction expected by March 2025. It includes flood mitigation measures such as a new sidewalk, bioretention basin, upgraded storm drainage, and bioswales along Via Real and Poplar Street to reduce flooding and erosion. A detailed report will be presented at a future council meeting for approval of project closeout.

Chaney Avenue Repair

The Chaney Avenue Emergency Repair is approximately 90% complete. The underground subdrain system was finished on February 24, followed by the asphalt-concrete overlay on February 25. Remaining work includes a fog seal asphalt emulsion and pavement traffic striping. Project completion is on pace for March 28th. Given this is an emergency repair, a project closeout will not be provided, although a general update on completion will be given at a future council meeting.

UPDATES ON DEVELOPMENT APPLICATIONS

6380 Via Real Multifamily Residential Project Conceptual Review

The Community Development Department recently received a conceptual review application and SB330 pre-application submittal for a proposed multifamily residential development to be located at 6380 Via Real (the former "Lagunitas" office park site). The proposal, submitted by City Ventures Homebuilding, LLC, contemplates a 93-unit townhome (condominium) development containing a mix of two- and three-story units in three- and four-bedroom configurations. The proposal seeks to utilize state Density Bonus Law to receive relief from certain local zoning requirements in exchange for setting aside 12 income-restricted units (10 units at "moderate-income" levels and 2 units at "above-moderate" income levels). City staff is currently preparing a staff report in anticipation of a joint City Council, Planning Commission, and Architectural Review Board conceptual review meeting scheduled for March 31, 2025 at 5:30 p.m. in the Council Chambers. The conceptual plans and pre-application materials are on file with the Community Development Department and are available for public review upon request. The agenda and staff report for the conceptual review meeting will be posted to the City's website at: https://carpinteriaca.gov/city-hall/agendas-meetings/

OTHER CITY/COMMUNITY UPDATES

Housing Element Zoning Amendments Package

This past Friday, March 14th, 2025, the California Coastal Commission (CCC) approved the Local Coastal Program Amendment (LCPA) for the City's Housing Element Zoning Amendments package. The CCC approved the LCPA with only minor changes which will be brought back to the City Council for their acceptance and final certification at an upcoming meeting. Coastal Commission approval was the last remaining major hurdle to final adoption and effectuation of the Housing Element Zoning Amendments Ordinances which are intended to help address the City's Regional Housing Needs Allocation (RHNA) shortfall and promote infill residential development.

Earthquake Brace & Bolt Grants Now Available to Carpinteria Homeowners

The 2025 Earthquake Brace and Bolt grant application window is now open for Carpinteria homeowners through March 26, 2025. Eligible homeowners can apply for up to $3,000 in seismic retrofit grants to help make their home less vulnerable to earthquake damage. Income eligible homeowners can also apply for an additional grant of up to $7,000 (for households with a yearly household income of $89,040 or less). The grant is managed by the California Residential Mitigation Program (CRMP). Interested persons can learn more about the grant program and apply by visiting: www.earthquakebracebolt.com

Carpinteria's One Community, One Book Program – Carp Reads

Carpinteria's One Community, One Book program, called "Carp Reads", will launch on Tuesday, April 1st. With generous support from the Friends of the Carpinteria Library, complimentary copies of the selected book, *Solito,* by Javier Zamora, are available in both English and Spanish at the Library.

The program aims to foster community-wide conversation, encouraging hundreds of residents to engage with the book. *Solito* is a non-fiction memoir, narrated from the perspective of a nine-year-old Zamora, recounting his journey from El Salvador to the United States. The book is a New York Times bestseller, and Mr. Zamora—a distinguished fellow at Harvard and Stanford—holds a Master of Fine Arts (MFA) degree from New York University (NYU).

A special author event will take place on May 1st, 6:00 p.m. at the Veterans Memorial Building, featuring Mr. Zamora as the keynote speaker. Additionally, the Library will host book discussions in both English and Spanish, along with other related programming. More details on upcoming events and activities will be shared in the coming weeks.

Abuelos con Cariño Partnership

AgeWell has launched a new collaboration with Carpinteria Children's Project (CCP) by hosting the *Abuelos con Cariño* (Caring Grandparents Club). This free resource supports Spanish-speaking grandparents who play an active role in raising their grandchildren,

offering tools and guidance to foster child development and strengthen relationships. AgeWell now hosts the group on the first Friday of each month. As part of the program, participants will be introduced to local resources, beginning with a guided tour of the Carpinteria Community Library in April. Teresa Alvarez, Executive Director of CCP, emphasized the value of this partnership, stating, *"We are excited to collaborate with the City to enhance connections with the Latino community. This partnership demonstrates how shared resources can create meaningful community benefits."*

AgeWell Saturday Excursion – Inside Look at Coastal View News

On April 5 at 11:00 AM, the AgeWell Saturday Excursion program will offer participants an exclusive tour of the *Coastal View News* office. Attendees will gain insight into the newspaper production process, learn about the work of journalists, and have the opportunity to contribute to an upcoming article about AgeWell for publication in the *Coastal View News*. This event provides an engaging look into local journalism and the effort behind producing each issue.

A Matter of Balance – Fall Prevention Program

In collaboration with Cottage Health, AgeWell is offering *A Matter of Balance*, an evidence-based program designed to reduce fear of falling and improve confidence through practical strategies and exercises. The eight-week course includes low-impact exercises aimed at enhancing stability and strengthening key muscles for fall prevention. Sessions will take place every Tuesday from 3:00 PM to 5:00 PM at the Veterans Memorial Building, beginning April 7. Community members interested in participating can register by calling 805-569-7451.

Advanced Care Directive Workshop – Presented by Hospice

AgeWell, in partnership with Hospice, will offer a two-part workshop on Advance Care Directives to help individuals document their medical preferences and designate a healthcare representative.

- **Part 1:** April 10, 1:00 PM – 2:30 PM – Introduction to Advance Care Planning, review of the *MyCare* document, and guidance on selecting a healthcare representative.
- **Part 2:** April 17, 1:00 PM – 2:30 PM – Assistance with completing the document, with a Notary Public available for legal certification.

Fraud Prevention Lecture – Presented by the Sheriff's Department

On April 3 at 1:00 PM, AgeWell will host a *Fraud Prevention* lecture at the Veterans Memorial Building, presented by the local Sheriff's Department. This session will provide valuable information on recognizing and avoiding common scams and fraud schemes, equipping attendees with practical strategies for personal and financial protection.

Agenda Section: Consent Calendar
Agenda Item No.: 3
Council Meeting Date: March 24, 2025

City of Carpinteria
City Council Minutes
Special Meeting
Tuesday, March 4, 2025

Council Chamber, 5775 Carpinteria Avenue, Carpinteria, CA 93013

In-Person

CALL TO ORDER

Mayor Alarcon called the meeting to order at 5:31 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 Jeanette Gant, Parks, Recreation & Community Services Director John L. Ilasin, Public Works Director Juliza Briones, Program Manager David Hernandez, Code Compliance Supervisor Lieutenant Rich Brittingham, Santa Barbara County Sheriff's Department Brian C. Barrett, City Clerk
Others present:	Heather Deutsch, Executive Director of MOVE Santa Barbara County Martina Sexton, Education & Encouragement Coordinator, MOVE Santa Barbara County Diana Rigby, Superintendent of Carpinteria Unified School District Jamie Persoon, Middle School Principal, Carpinteria Unified School District Dave Wilson, Superintendent with California State Parks Dena Bellman, District Superintendent with California State Parks Gunnar Langenhuizen, Representative of

Assemblymember Gregg Hart
Ted Rhodes, Carpinteria Open Space Management Advisory Board Member

E-bike Safety and Explore Potential Strategies

Representatives from State, County, and Local Agencies met to (1) identify key challenges in addressing E-bike safety, (2) review current efforts to promote safety and compliance, (3) explore opportunities for collaboration with stakeholders and external partners, and (4) identify additional areas of concern or potential action items. No formal action was required.

Mayor Alarcon introduced MOVE Santa Barbara County Executive Director Deutsch who facilitated the discussion.

Concerns presented included the following:

- Bicyclists not wearing helmets
- Multiple people on one bike
- Wheelies
- E-bikes dangerous for youth
- Surron bikes (electric motorcycles)
- People riding in the wrong direction / middle of the road / on the sidewalk
- Unsafe equipment (batteries)
- Infrastructure related to safety or lack of visibility
- E-bikes in inappropriate places (e.g., the Salt Marsh)
- Failure of right-of-way / not stopping at stop signs
- Darting in traffic
- Reckless driving
- Speeding

The group went over e-bike classifications and discussed possible actions to the above concerns which included the following:

- Adding signage and reasoning in multiple languages at the Salt Marsh of why e-bikes aren't allowed in the Salt Marsh and other sensitive habitats
- Get biking professionals to wear helmets
- Using videos of bike accidents as a deterrent to discourage risky bike behavior
- Making helmets desirable (perhaps schools can provide a helmet personalization program)
- Education of bike safety and rules of the road (rules for bikes and cars don't necessarily connect to e-bikes)
- Junior Lifeguards being role models for the community
- Safety campaign with prizes (e.g., use of punch cards) rewarding good biking behavior followed by enforcement

- E-Bike Safety Month – Collaboration between City, School District, and community stakeholders focused on safety through education, events, enforcement, and social media (both in English and Spanish)
- Combination of education, enforcement, and engineering
- Education not just for bikers, but for car drivers as well
- E-bike safety presentation within the schools

There was no public comment.

There was consensus of the group to create a subgroup containing one representative from each agency present as well as a representative from the Coastal View News to take the above ideas and formulate a plan of action and bring back to the entire group and ultimately to the City Council for review and direction.

ADJOURNMENT

Mayor Alarcon adjourned the meeting at 6:50 pm.

_____
Natalia Alarcon, Mayor

ATTEST:

_____
Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria
City Council Minutes
Regular Meeting
Monday, March 10, 2025
Council Chamber, 5775 Carpinteria Avenue, Carpinteria, CA 93013

In-Person and Virtual

CALL TO ORDER

Mayor Alarcon called the meeting to order at 5:31 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
Paige Samblanet, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria
Ryan Kintz, Assistant City Manager
Brian C. Barrett, City Clerk
Lieutenant Rich Brittingham, Santa Barbara County Sheriff's Department
John L. Ilasin, Public Works Director
Marysol Smith, Associate Planner
Nick Bobroff, Community Development Director
Syndi Souter, Senior Planner
Megan Musolf, Assistant Planner
Licette Maldonado, Administrative Services 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: NONE

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS:

1. A Proclamation Designating the Month of April 2025 as "Carpinteria Beautiful Month" in the City of Carpinteria. *(Requires taking public comment and approval prior to the City Council reading and presenting the proclamation.)*

There was no public comment.

Motion by Vice Mayor Solórzano, seconded by Councilmember Nomura, to approve the Proclamation Designating the Month of April 2025 as "Carpinteria Beautiful Month" in the City of Carpinteria. Upon voice vote, the motion carried unanimously.

Carpinteria Beautiful Members Clyde Freeman, Donna Jordan, and Bryan Mootz provided remarks and Mayor Alarcon and the Council presented the proclamation to members of Carpinteria Beautiful.

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

Mayor Alarcon temporarily adjourned the meeting at 5:38 pm.

RECONVENE THE REGULAR MEETING OF THE CITY COUNCIL

Mayor Alarcon reconvened the meeting at 5:58 pm.

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS

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

There was no public comment.

CITY MANAGER'S REPORT

a. City Employee Updates

   City Manager Ramirez reported on City recruitments including the City Librarian position which was not included on the City Manager's Report.

b. Updates on Capital Improvement Projects

City Manager Ramirez related that the City received state-aid grant funds in the amount of $342,000 for the construction phase of the Carpinteria High School Area Crosswalk Safety Improvements Project.

c. Updates on Development Applications

None.

d. Other City/Community Updates

City Manager Ramirez reported on AgeWell's 50s Sock Hop Dance and mentioned that at tomorrow's Santa Barbara County Board of Supervisors meeting the Boad of Supervisors would consider setting a special meeting (a community forum regarding cannabis odor abatement) in the Council Chambers this Friday, March 14th from 12 pm to 1:30 pm. He said the Board of Supervisors meeting was not listed in the City Manager's Report.

Legal Counsel Acos introduced Justin Bogda, a new addition to the City's legal team.

In response to Mayor Alarcon, City Manager Ramirez summarized the special Council meeting about e-bike safety held on March 4th.

Public Works Director Ilasin responded to Vice Mayor Solórzano's question regarding the next steps for the Carpinteria High School Area Crosswalk Safety Improvements Project.

Speakers via Zoom: Lorraine McIntire

PLANNING COMMISSION ACTIONS: NONE

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Speakers in-person: Mike Damron and Rich Medel both representing Carpinteria Cultural Foundation, Debbie Nomura representing The Alcazar Theater, Bob Franco, Crystal Echeverria and Sydney Vargas both representing Future Leaders of America, and Rogelio Delgado

Emails distributed: Susan Mailheau and Randall Moon, and Anonymous

In response to public comment, Councilmember Nomura requested the Council consider Mike Damron's and Rich Medel's mural project as a future agenda item. The Council discussed and recommended that a policy regarding art in public spaces be developed first. Legal Counsel Acos noted that staff could resurrect the art in public spaces policy and bring back to Council at a future Council meeting or workplan. Councilmember Nomura recommended that the art in public spaces policy also include art on private property that is visible in public spaces. City Manager Ramirez summarized that staff would discuss and

bring back the art in public spaces policy as a goal with objectives for the Council Strategic Plan for the next two years. The Council was in agreement.

CONSENT CALENDAR:

There was no public comment.

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

2. Approve the minutes of the regular meeting held February 24, 2025.

3. Receive and file the Expenditures for the period beginning February 17, 2025 and ending February 28, 2025.

4. Adopt Resolution No. 6369, authorizing the filing of the Transportation Development Act Claim for Fiscal Year 2025/26.

5. Issue a Public Convenience or Necessity letter to ABC finding the proposed Channel Islands Surfboards Type 20 off-sale beer and wine license would serve the public convenience or necessity.

6. Authorize the City Manager to execute the Fourth Amendment to the Service Agreement with Granicus, LLC for public meeting streaming and online agenda management services in an amount not-to-exceed $38,879.73 and extend the term through March 31, 2028. *(Requires a roll call vote.)*

ADMINISTRATIVE MATTERS:

7. Community Development Block Grant Committee recommendations concerning the 2025-2026 and 2026-2027 Public Services Grant Applications and allocation of program funds.

   Recommendation: Allocate the CDBG Public Services Grant Funding pursuant to the recommendations of the City's CDBG Committee to equally share the funds between Peoples' Self-Help Housing's "Camino Scholars and College Club" program and the United Boys & Girls Club's Carpinteria Unit. *(Requires a roll call vote.)*

Councilmember Nomura disclosed that he is the president of the Carpinteria Boys and Girls Club Foundation, as the landholder and owner of the property and site itself, but he is not involved with any of the programming. He stated that he spoke with legal counsel and confirmed that he did not have a conflict of interest on this item.

Community Development Director Bobroff introduced Associate Planner Smith who presented the staff report and PowerPoint presentation.

There was no public comment.

Motion by Vice Mayor Solórzano, seconded by Councilmember Nomura, to allocate the 2025-2026 CDBG Public Services Grant funding equally between the Peoples' Self-Help Housing's "Camino Scholars and College Club" program and the United Boys & Girls Club's Carpinteria Unit, as recommended by the CDBG Committee, and with the option to renew for the 2026-2027 grant period. 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.

8. 2024 Housing Element Annual Progress Report: Implementation Status of Housing Element Goals, Policies, and Objectives for Submission to the California Department of Housing and Community Development.

   Recommendation: Receive the 2024 Housing Element Annual Progress Report and direct that it be submitted to HCD.

Community Development Director Bobroff introduced Senior Planner Souter and Assistant Planner Musolf who provided the staff report and PowerPoint presentation.

Speakers in-person: Patrick O'Connor, Rogelio Delgado, and Jim Taylor

Motion by Councilmember Mayer, seconded by Councilmember Nomura, to accept the 2024 Housing Element Annual Progress Report and direct the Community Development Director to submit the report to HCD. Upon voice vote, the motion carried unanimously.

9. Code of Conduct to Ensure the Orderly Functioning of City Council meetings and other public meetings.

   Recommendation: Adopt Resolution No. 6370, establishing a Code of Conduct to ensure the orderly functioning of City Council meetings and other public meetings.

City Clerk Barrett presented the staff report and PowerPoint presentation.

The Council discussed having a visual reminder (e.g., a post, fence, stanchion, a sergeant-at-arms present, or line on the floor) to indicate to the public not to come up to the dais during the Council meeting or during recesses of the Council meeting. Mayor Alarcon recommended the City Clerk make an announcement at the beginning of the meeting and the presiding officer could announce as a reminder before recessing to a break or placing additional signage to that effect in the Council Chambers.

Councilmember Clark inquired about a Council policy addressing Councilmembers returning phone calls or email. Legal Counsel Acos expressed concern that requiring Councilmembers to respond to every outreach by constituents, particularly in certain situations, as such contacts could result in ex parte communication and would need to be stated on the record prior to the hearing and lead to bias, allegations, etc. She stated her hesitancy to draft a policy requiring to put Councilmembers in those types of situations. City Manager Ramirez suggested one potential solution would be to create an automated response on Council's City email and could include a note that not all emails will be responded to, but comments are appreciated. The Council was in agreement.

Speakers in-person: Rogelio Delgado

Councilmember Nomura noted that Robert's Rules of Order was supposed to have been removed from the Municipal Code when Resolution No. 5391 was adopted in 2012. Legal Counsel Acos responded that since the change was made by resolution; in order to amend the Municipal Code, a new ordinance would need to be adopted which staff would do in the near future once the Code of Conduct was approved.

Motion by Vice Mayor Solórzano, seconded by Councilmember Nomura, to adopt Resolution No. 6370, as read by title only. Upon voice vote, the motion carried unanimously.

Mayor Alarcon recessed to a break at 7:59 pm and reconvened the meeting at 8:07 pm.

10. Resolution Opposing Oil Transportation By Pipeline.

    Recommendation: Adopt Resolution No. 6373, opposing oil transportation by pipeline and direct staff to transmit the resolution to the Santa Barbara County Board of Supervisors and the California Coastal Commission.

Legal Counsel Acos provided the staff report.

Speakers in-person: Jim Taylor representing Carpinteria Valley Association, Susan Allen, and Gail Marshall

Speakers via Zoom: Molly Troup

Emails distributed: John Brooks, Jim Taylor, and Susan Mailheau

Motion by Councilmember Mayer, seconded by Councilmember Nomura, to adopt Resolution No. 6373, as read by title only, and to transmit the resolution to the Santa Barbara County Board of Supervisors and the California Coastal Commission. Upon voice vote, 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:

11. Mid-Year Budget Report Review Appropriation Adjustments.

    Recommendation: Accept the Mid-Year Budget Report and approve adjustments to the budget as summarized in Attachment B. *(Requires a roll call vote.)*

City Manager Ramirez and Administrative Services Director Maldonado presented the staff report and PowerPoint presentation.

Speakers in-person: Patrick O'Connor

Motion by Vice Mayor Solórzano, seconded by Councilmember Nomura, to accept the Mid-Year Budget Report and approve amendments to the adopted budget as provided for in Attachment B. 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.

12. A resolution confirming the City's continued compliance with the California Values Act (SB 54; Gov. Code § 7284 et seq.)

    Recommendation: Adopt Resolution No. 6372, reaffirming the City's Commitment to Compliance with the California Values Act (SB 54) Requirements.

Legal Counsel Acos introduced Paige Samblanet from the legal team who provided the staff report.

Speakers in-person: Rogelio Delgado and Fred Shaw

Motion by Vice Mayor Solórzano, seconded by Councilmember Nomura, to adopt Resolution No. 6372, as read by title only, reaffirming the City's commitment to compliance with the California Values Act (SB 54) requirements. Upon voice vote, the motion carried unanimously.

LEGISLATIVE UPDATE: NONE

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

Vice Mayor Solórzano reported on the following:

- Santa Barbara Metropolitan Transit District Board met last week and discussed draft budget and fare structure adjustments and equity analysis.
- League of CA Cities Channel Counties Division Dinner in Goleta on March 14th.
- Requested a meeting of the Public Engagement Committee in light of the recent Council meeting on e-bikes.

Assistant City Manager Kintz replied that staff would be setting up a Public Engagement Committee meeting soon.

Councilmember Nomura commented about adding a reference to Spanish translation during the meeting to the Council agenda. Staff responded to Councilmember Nomura's comment.

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

All Councilmembers are expected to be in attendance at the March 24th regular meeting.

ADJOURNMENT

Mayor Alarcon adjourned the meeting at 9:11 pm.

_____
Natalia Alarcon, Mayor

ATTEST:

_____
Brian C. Barrett, CMC, CPMC
City Clerk

Agenda Section: Consent Calendar
Agenda Item No.: 4
Council Meeting Date: March 24, 2025

City of Carpinteria

COUNCIL AGENDA STAFF REPORT

ITEM FOR COUNCIL CONSIDERATION

Expenditures for the period beginning March 03, 2025 and ending March 14, 2025.

STAFF RECOMMENDATION

Receive and file the Warrant Register for the period of March 03, 2025, through March 14, 2025, pursuant to Carpinteria Municipal Code 2.08.150(F).

DISCUSSION

As part of each regular City Council agenda, a list of all disbursed checks (Attachment A) 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 communicates the City's fiscal activity since the prior reporting period and ensures expenditures align with the approved budget.

ATTACHMENTS

Attachment A: Warrant Register for the period beginning March 03, 2025, and ending March 14, 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: 03/03/2025 - 03/14/2025

Vendor Number / Payable #	Vendor Name / Payable Type	Payable Description	Payment Date	Payment Amount	Number
Bank Code: AP Bank-AP Bank					
Payment Type: Regular					
	TODD MATHERS		03/12/2025	(91.55)	104827
	KATHERINE SALANT		03/12/2025	(120.00)	104912
	MISSIONSQUARE		03/06/2025	11,837.73	105291
INV0007088	Invoice	MISSIONSQUARE Employee Contributions			
INV0007089	Invoice	Deferred Compensation Contribution-Part Time Emp			
INV0007090	Invoice	MissionSquareEmployee Contributions			
INV0007091	Invoice	MISSIONSQUARE Employee Contributions			
	SEIU LOCAL 620		03/06/2025	235.32	105292
INV0007092	Invoice	Employee Union Dues Contribution			
	MICHAEL RAMIREZ		03/06/2025	764.40	105293
INV0007036	Invoice	REIMBURSE TRAVEL-JAN25 LEAGUE ACADEMY			
INV0007037	Invoice	REIMBURSE TRAVEL-FEB25 LEAGUE MANAGERS CONFERENCE			
	LICETTE MALDONADO		03/06/2025	205.56	105294
INV0007038	Invoice	REIMBURSE TRAVEL-FEB25 CSMFO CONFERENCE			
	ACCESS CONTROL SECURITY INC.		03/06/2025	293.13	105295
0064016	Invoice	SECURITY: 12/14/24 M. DIAZ			
	ALEC & AMBER HARDY		03/06/2025	118.09	105296
INV0007084	Invoice	PROJECT PL-24-2277 CLOSE OUT			
	AMAZON CAPITAL SERVICES INC		03/06/2025	3,888.89	105297
11YL-JXRW-47DF	Invoice	BOOKS FOR LIBRARY			
143V-PM4L-MYK6	Invoice	BOOKS FOR LIBRARY			
147V-CQJN-PLJ7	Invoice	TALL OFFICE CHAIR FOR COMMUNITY POOL			
14LT-VQTD-3JRM	Invoice	BOOKS FOR LIBRARY			
14R1-G9JW-3XNF	Invoice	ZIP BOOKS-C. DAHLQUIST			
16F1-M7KJ-GP4R	Invoice	BOOKS FOR LIBRARY			
16TT-D67Q-DYJC	Invoice	BOOKS FOR LIBRARY			
173T-6V9P-6HNV	Invoice	KEY TAG FOBS FOR CITY HALL			
17K4-713P-39WL	Invoice	COPY PAPER FOR LIBRARY			
19LT-GFYM-3GHY	Invoice	BOOKS FOR LIBRARY			
1C16-VXQC-HLNN	Invoice	ZIP BOOKS-V. HATFIELD			
1C3H-H6F1-QNTX	Invoice	BOOKS FOR LIBRARY			
1CCH-NTP1-41XF	Invoice	TONIES CHARACTERS FOR LIBRARY			
1CCH-NTP1-MG1T	Invoice	ZIP BOOKS-J. OWNBEY			
1CJC-NVDC-QKGX	Invoice	ZIP BOOKS-L. GURAVITZ			
1D7N-113G-LQ69	Invoice	BOOKS FOR LIBRARY			
1D7N-113G-X943	Credit Memo	BOOKS FOR LIBRARY			
1DC1-76M4-RDT1	Invoice	BOOKS FOR LIBRARY			
1DDM-6HDR-VWY1	Invoice	BOOKS FOR LIBRARY			
1DLT-PP3J-77GY	Invoice	AGE WELL ART SUPPLIES			
1DP9-KRPN-6RGM	Invoice	BOOKS FOR LIBRARY			
1DP9-KRPN-GTLP	Invoice	BOOKS FOR LIBRARY			
1DQC-VJHT-MK1K	Invoice	BOOKS FOR LIBRARY			
1FM7-GXJK-HGTG	Invoice	COMPUTER PRIVACY SCREEN FOR MEGAN A.			
1FPL-PW9T-NPN3	Invoice	ZIP BOOKS-D. JAYNES			
1FPN-QFRM-HN39	Invoice	ZIP BOOKS-K. PATTON			
1GQD-HYMP-9HLC	Invoice	AGE WELL SOCK HOP SUPPLIES			
1GXH-XGN7-TJJN	Invoice	ZIP BOOKS-R. GULL			
1GYK-YFPC-W3DV	Invoice	ZIP BOOKS-J. MA			
1J96-749R-D6HW	Invoice	IPAD CASE			
1JLF-VJC7-443X	Invoice	BOOKS FOR LIBRARY			
1JLF-VJC7-VQQG	Invoice	BOOKS FOR LIBRARY			
1JT1-GH7K-4JWK	Invoice	4 WIRELESS KEY BOARDS			

1JWX-Q1QJ-YDTM	Credit Memo	BOOKS FOR LIBRARY			
1K7R-11DM-L4RK	Invoice	NINTENDO CARRYING BAG FOR LIBRARY			
1KY6-LGHL-HKVK	Invoice	OFFICE CHAIR FOR MEGAN A.			
1LFV-NDVV-G3NR	Invoice	TONIES CHARACTER FOR LIBRARY			
1LGD-KW3Q-1KFL	Invoice	ZIP BOOKS-K. PATTON			
1LVT-4WDT-6XFQ	Invoice	BOOKS FOR LIBRARY			
1P1J-QN1J-TT7M	Invoice	BOOKS FOR LIBRARY			
1P61-P46D-W9WD	Invoice	BOOKS FOR LIBRARY			
1PPN-KCMX-WH3N	Credit Memo	BOOKS FOR LIBRARY			
1QJ1-DVHJ-T93R	Invoice	BOOKS FOR LIBRARY			
1QQR-GC1L-DQ7X	Credit Memo	BOOKS FOR LIBRARY			
1RF6-J1XF-QDKL	Invoice	BOOKS FOR LIBRARY			
1V6Y-CVYK-94JR	Invoice	RUBBER STAMPS FOR HUMAN RESOURCES			
1VVL-47QY-7GDW	Invoice	BOOKS FOR LIBRARY			
1VXT-9MPY-4T36	Invoice	ZIP BOOKS-B. OSHEA			
1WGM-9KXY-4VVF	Invoice	HANGER BOLTS FOR LIBRARY			
1XQL-PM1H-PWXM	Invoice	ZIP BOOKS-P. SALINGER			
1XQM-3P3G-FRP3	Invoice	11X17 COPY PAPER, IPHONE SCREEN PROTECTORS			
1XXM-V1JX-FJFD	Invoice	BOOKS FOR LIBRARY			
1Y6G-3FQ7-WKMW	Invoice	BOOKS FOR LIBRARY			
1YHT-X3F3-T4GF	Credit Memo	BOOKS FOR LIBRARY			
1YRL-WJXP-YVJJ	Invoice	BOOKS FOR LIBRARY			
	Void		03/06/2025	-	105298
	Void		03/06/2025	-	105299
	Void		03/06/2025	-	105300
	BAKER & TAYLOR LLC		03/06/2025	9,181.46	105301
JAN25 L4672004	Invoice	BOOKS FOR LIBRARY			
JAN25 L4672104	Invoice	BOOKS FOR LIBRARY			
	BASIC		03/06/2025	157.48	105302
IN3366105	Invoice	FEB25 MONTHLY FSA ADMIN FEE			
	BIG GREEN CLEANING COMPANY		03/06/2025	20.06	105303
666453	Invoice	BATTERY FOR BOATHOUSE TOILET			
	BUREAU VERITAS NORTH AMERICA INC		03/06/2025	15,373.86	105304
RI 25006038	Invoice	JAN25 ON-SITE INSPECTIONS			
RI 25006039	Invoice	JAN25 MONTHLY PERMIT TECH SERVICES			
RI 25006040	Invoice	JAN25 MONTHLY INSPECTOR SERVICES			
RI 25006041	Invoice	JAN25 PLAN CHECK SERVICES			
	CA DEPT OF JUSTICE		03/06/2025	192.00	105305
794342	Invoice	JAN25 FINGERPRINT APPLICATIONS			
	CALIFORNIA SOCIETY OF MUNICIPAL FINANCE OFFICERS		03/06/2025	60.00	105306
300017584	Invoice	MEMBERSHIP N. ALVARA			
	CANON FINANCIAL SERVICES INC		03/06/2025	1,249.52	105307
38384935	Invoice	FEB25 MAINT & SERVICE CANON PRINTERS			
	CARPINTERIA VALLEY LUMBER CO		03/06/2025	100.96	105308
557624	Invoice	LOT THREE RESTROOM REPAIRS			
557723	Invoice	GOO GONE FOR VETS HALL			
557785	Invoice	WORK GLOVES, 12X16 TARP FOR PUBLIC WORKS			
558017	Invoice	MATERIALS FOR WALL REPAIR CITY HALL & POOL			
	CLEAN HARBORS ENVIRONMENTAL SERVICES		03/06/2025	4,356.97	105309
1005349897	Invoice	BATTERY PACKING & UW SHIPMENT 1/28/25			
	COASTAL OCCUPATIONAL MEDICAL GROUP		03/06/2025	190.00	105310
5013472	Invoice	DEC24 PRE-HEALTH SCREENING			
	COUNTY SANITATION COMPANY INC STEWARTS & SELZER		03/06/2025	668.60	105311
65793	Invoice	RESET TOILET AT COMMUNITY POOL 1/20/25			
65796	Invoice	RESET TOILET AT COMMUNITY POOL 1/21/25			
	COX BUSINESS		03/06/2025	350.76	105312
MAR25 001 3011 028030701	Invoice	MAR25 POOL & GARDEN INTERNET-PHONE SERVICE			
	DARRYL LEE ENSTAD		03/06/2025	19,750.00	105313

20022	Invoice	POOL LIGHTS REPLACEMENT			
	DEMCO INC		03/06/2025	288.43	105314
7603084	Invoice	SUPPLIES FOR BOOK PROCESSING AT LIBRARY			
	DEWBERRY ENGINEERS INC.		03/06/2025	9,481.57	105315
22437330	Invoice	JAN25 CARPINTERIA AVE BRIDGE REPLACEMENT			
	EVERSHADE EXTERIOR CLEANING SOLUTIONS		03/06/2025	475.00	105316
10941	Invoice	AUG24 CLEANING OF TRASH CANS AT CARP & LINDEN AVE			
	FILIPPIN ENGINEERING INC.		03/06/2025	6,415.00	105317
250301-01	Invoice	JAN25 CHANEY AVE EMERGENCY REPAIR			
	GRAINGER		03/06/2025	56.10	105318
9402416524	Invoice	THERMOSTAT GUARD FOR COMMUNITY POOL			
9406973140	Invoice	THERMOSTAT GUARD FOR COMMUNITY POOL			
	GUADALUPE LUNA		03/06/2025	100.00	105319
INV0007081	Invoice	PARK DEPOSIT REFUND			
	HDL SOFTWARE LLC		03/06/2025	8,000.72	105320
SIN045659	Invoice	NOV24 NEW ACCOUNTS, RETURNS PROCESSED			
SIN046503	Invoice	NOV-DEC24 NEW ACCOUNTS, RETURNS PROCESSED			
SIN047434	Invoice	JAN25 NEW ACCOUNTS, RETURNS PROCESSED			
	IMPULSE ADVANCE COMMUNICATIONS		03/06/2025	1,478.59	105321
129694	Invoice	MAR25 PHONE SERVICES			
	IWORQ SYSTEMS		03/06/2025	10,550.00	105322
211233	Invoice	SOFTWARE MANAGEMENT AND SUPPORT 03/2025-02/2026			
	JASON & LYNETTE FERNANDES		03/06/2025	8.97	105323
INV0007083	Invoice	PROJECT PL-21-2079 CLOSE OUT			
	JOSUE SANABRIA		03/06/2025	(300.00)	105324
	JOSUE SANABRIA		03/06/2025	300.00	105324
INV0007082	Invoice	VETS HALL DEPOSIT REFUND			
	JOY EQUIPMENT PROTECTION INC		03/06/2025	632.71	105325
6168	Invoice	FIRE SPRINKLER INSPECTION CITY HALL			
	LEAGUE OF CA CITIES		03/06/2025	6,944.00	105326
INV-26771-Z2C6B2	Invoice	MEMBERSHIP DUES 2025			
	LIEBERT CASSIDY WHITMORE		03/06/2025	405.00	105327
286170	Invoice	PROFESSIONAL LEGAL SERVICESW THROUGH 1/31/25			
	LYNN VOLZ		03/06/2025	300.00	105328
INV0007080	Invoice	VETS HALL REFUND			
	MARY ROSE AND ASSOCIATES		03/06/2025	3,000.00	105329
2024-0805	Invoice	REVIEW EXISTING POLLING DATA			
	MEDALLION PROTECTIVE SERVICES INC		03/06/2025	585.00	105330
1648	Invoice	SECURITY SERVICES FOR NEW YEARS 2025			
	MINER'S ACE HARDWARE INC		03/06/2025	754.71	105331
21714	Invoice	FASTNERS FOR OCEAN PLATFORM, SHOP TOOLS			
	MISSION UNIFORM SERVICE		03/06/2025	365.48	105332
523314265	Invoice	TOWEL & MAT REPLACEMENT CITY HALL 2/17/25			
523362551	Invoice	TOWEL & MAT REPLACEMENT VETS HALL 2/24/25			
523362552	Invoice	TOWEL & MAT REPLACEMENT LIBRARY 2/24/25			
523362554	Invoice	TOWEL & MAT REPLACEMENT POOL 2/24/25			
523362555	Invoice	MAT REPLACEMENT, UNIFORM CLEANING 2/24/25			
523362556	Invoice	TOWEL & MAT REPLACEMENT CITY HALL 2/24/25			
	MOST DEPENDABLE FOUNTAINS INC		03/06/2025	12,896.42	105333
INV82163	Invoice	TWO WATER FOUNTAINS FOR VIOLA FIELDS			
	NEXTECH SYSTEMS INC		03/06/2025	6,855.38	105334
INV3177	Invoice	CROSSWALK MAINTENANCE CARP AVE & CASITAS PASS			

	NOAH ALVARA		03/06/2025	133.98	105335
INV0007111	Invoice	FEB25 REPLENISH PETTY CASH			
	OVERDRIVE INC.		03/06/2025	479.48	105336
01352CO25048824	Invoice	FEB25 EBOOKS/AUDIOBOOKS FOR LIBRARY			
01352DA25046331	Invoice	FEB25 EBOOKS/AUDIOBOOKS FOR LIBRARY			
01352DA25052653	Invoice	FEB25 EBOOKS/AUDIOBOOKS FOR LIBRARY			
	PACIFIC METAL BUILDINGS INC		03/06/2025	250.00	105337
0221	Invoice	CITY HALL CARPORT PLANS REVIEW			
	POLICORE INC.		03/06/2025	7,820.57	105338
403523	Invoice	IT SERVICES-CITY HALL JAN25			
403528	Invoice	IT SERVICES-LIBRARY JAN25			
	ROADLINE PRODUCTS INC USA		03/06/2025	3,993.22	105339
21027	Invoice	2-FLASHING STOP SIGN SYSTEMS LINDEN & FOOTHILL			
	ROCKWELL PRINTING		03/06/2025	105.38	105340
46152	Invoice	BUSINESS CARDS W. NOMURA			
46158	Invoice	4 STAMP PADS FOR COMMUNITY DEVELOPMENT			
	SANTA BARBARA LOCKSMITH		03/06/2025	9.66	105341
148365	Invoice	KEYS FOR COMMUNITY POOL DROP BOX			
	SANTA BARBARA PEST CONTROL		03/06/2025	145.00	105342
43805	Invoice	FEB25 PEST CONTROL AT VETS HALL			
43806	Invoice	FEB25 PEST CONTROL AT CITY HALL			
	SANTA BARBARA TROPHY/ENGRAVING		03/06/2025	53.33	105343
2448	Invoice	NAME BADGES FOR CITY COUNCIL			
	SB COUNTY RESOURCE RECOVERY & WASTE MGMT		03/06/2025	355.42	105344
CAR02242025	Invoice	SB1383 FOOD RECOVERY			
	SHARON OTSUKI		03/06/2025	88.00	105345
INV0007112	Invoice	REIMBURSE USA SWIMMING MEMBERSHIP			
	SHOWSCAPES		03/06/2025	990.00	105346
388338487	Invoice	TREE MAINTENANCE OGAN ROAD 11/7/24			
	SO CA EDISON		03/06/2025	7,969.54	105347
7590572224	Invoice	RELOCATE FACILITIES AT VIA REAL			
FEB25 700247140684	Invoice	FEB25 ELECTRICITY-1 CARPINTERIA TC1			
FEB25 700465507084	Invoice	FEB25 ELECTRICITY-4950 9TH ST BT HM			
	STAPLES ADVANTAGE		03/06/2025	292.75	105348
6024699912	Invoice	BINDER COVERS, PENS, POST-ITS			
6025506588	Invoice	CLASSIFICATION FOLDERS, ENVELOPES			
	SUN COAST RENTALS		03/06/2025	1,913.00	105349
60267	Invoice	FORKLIFT RENTAL FOR AVOCADO FESTIVAL			
60527	Invoice	EXCAVATOR RENTAL FOR STORM DRAINS			
	THE WHARF		03/06/2025	144.49	105350
369232	Invoice	WORK BOOTS D. HUFF			
	TRUE NORTH COMPLIANCE SERVICES INC		03/06/2025	2,505.12	105351
25-01-039	Invoice	JAN25 BP PLAN CHECK/INSPECTION SERVICES			
	VILLAGE POOL SUPPLY		03/06/2025	480.68	105352
50367	Invoice	CHLORINE, ACID FOR POOL 2/20/25			
	WAXIE SANITARY SUPPLY		03/06/2025	3,938.52	105353
115W700A	Invoice	50 RECYCLE BINS WITH LIDS			
	WESTERN EXTERMINATOR COMPANY		03/06/2025	91.90	105354
73586369	Invoice	FEB25 PEST CONTROL AT VETS HALL 2/6/25			
	WEX BANK (76)		03/06/2025	407.17	105355
103226548	Invoice	FUEL FOR CITY VEHICLES			
	ADVANTAGE TELECOM		03/13/2025	70.11	105356
167171	Invoice	MAR25 EMERGENCY PHONE LINE SERVICES			

	ALL LANGUAGES INTERPRETING & TRANSLATING INC.		03/13/2025	3,000.00	105357
31524	Invoice	2 INTERPRETERS FOR CC MTGS 2/3, 2/24, 2/10/2025			
	AMAZON CAPITAL SERVICES INC		03/13/2025	3,878.69	105358
13HQ-MGTL-9QVV	Invoice	HEADSET FOR PARKS ADMIN			
13N1-F4N9-CV14	Invoice	TONER CARTRIDGE, CALCULATOR BATTERY			
13TG-VR4W-V66G	Invoice	ZIP BOOKS-M. WOODWARD			
143V-PM4L-N1NR	Invoice	ZIP BOOKS-J. SMART			
14QF-41K6-JGN9	Invoice	BOOKS FOR LIBRARY			
16FJ-LF33-CC1H	Invoice	PRIVACY SCREEN FOR FENCES AT POOL			
17CG-DCLN-CL1F	Invoice	ZIP BOOKS-C. PRINS			
17CG-DCLN-LN6G	Invoice	BOOKS FOR LIBRARY			
19T9-6VPQ-D9RJ	Invoice	BOOKS FOR LIBRARY			
1CGM-QQJD-6XV7	Invoice	SUPPLIES FOR AGE WELL PROGRAM			
1FCQ-CGJR-9DJD	Invoice	MINI GOLF SET TOY FOR LIBRARY			
1FJQ-LWRF-91ML	Invoice	NINTENDO SWITCH COVER FOR LIBRARY			
1FNR-DYD9-7MCW	Invoice	ZIP BOOKS-M. CARDENAS			
1GQD-HYMP-QYJW	Invoice	ZIP BOOKS-CARP LIBRARY			
1GRD-1TCQ-6FPV	Invoice	NINTENDO SWITCH FOR LIBRARY			
1H33-4TNY-7T4Y	Invoice	PIPE CLAMP FOR SIGN INSTALLATION			
1HCG-WK3Q-FXJ6	Invoice	ZIP BOOKS-R. DE ZOYSA			
1HCG-WK3Q-PF4R	Invoice	ZIP BOOKS-R. DE ZOYSA			
1HCX-YPCM-FXYX	Invoice	ZIP BOOKS-CARP LIBRARY			
1L6F-R4YD-LD3K	Invoice	GARDEN HOSES, SHEARS, LOPPERS FOR GARDEN			
1LVK-QCGJ-PRCQ	Invoice	ZIP BOOKS-J. SMART			
1MXM-C6WM-7P6Q	Invoice	AUTOMATIC PEOPLE COUNTER FOR LIBRARY			
1NJH-QWGD-C9VC	Invoice	ZIP BOOKS-CARP LIBRARY			
1NNX-9CDR-6P44	Invoice	ZIP BOOKS-C. PRINS			
1NTM-M3VP-HGL9	Invoice	BOOKS FOR LIBRARY			
1P4K-XVDC-9FDT	Invoice	200 COPIES-A READ WITH JENNA PICK FOR CARP READS			
1Q1C-C4CL-CQJD	Invoice	ZIP BOOKS-G. CARTER			
1QT3-XGPL-KYFT	Invoice	OUTDOOR CLOCKS FOR POOL			
1QT3-XGPL-X949	Invoice	ZIP BOOKS-C. PRINS			
1R69-FWFR-9RD4	Invoice	BOOKS FOR LIBRARY			
1RVX-3JQV-DWL9	Invoice	BOOKS FOR LIBRARY			
1TWX-9XC9-7V1D	Invoice	BOOKS FOR LIBRARY			
1YWN-CF6G-VFPR	Invoice	ZIP BOOKS-M. CARDENAS			
	Void		03/13/2025	-	105359
	Void		03/13/2025	-	105360
	ASSOCIATION FOR RURAL & SMALL LIBRARIES		03/13/2025	100.00	105361
74824	Invoice	ANNUAL MEMBERSHIP FOR LIBRARY THROUGH 3/29/26			
	CANNON		03/13/2025	2,968.75	105362
91205	Invoice	JAN25 PROFESSIONAL PLAN CHECK SERVICES			
	CARPINTERIA CHILDREN'S PROJECT		03/13/2025	500.00	105363
2787	Invoice	CLEANING FEE FOR COMMUNITY EVENT			
	CARPINTERIA VALLEY LUMBER CO		03/13/2025	138.94	105364
558139	Invoice	STRAPS FOR SKATE PARK RANGE EXTENDER			
558164	Invoice	PAINT SUPPLIES FOR RED CURBS			
558165	Invoice	PAINT SUPPLIES FOR RED CURBS			
558192	Invoice	ZIP TIES FOR POOL PRIVACY SCREEN			
558193	Invoice	PLIERS FOR ZIP TIE CUTTERS			
558456	Invoice	PAINT FOR PARKS BAR-B-QUES			
558497	Invoice	PAINT FOR PARK B-B-QUES			
558514	Invoice	HARDWARE FOR POOL HANDRAILS			
	CARPINTERIA VALLEY WATER DISTRICT		03/13/2025	17,466.63	105365
CARP CITY FEB25 SERVICE	Invoice	FEB25-WATER FOR MULTIPLE LOCATIONS			
	CLASSIC CAR WASH		03/13/2025	485.00	105366
INV0377	Invoice	2/19/25 FLEET CARWASH SERVICES			
	COAST AUTO PARTS INC		03/13/2025	36.04	105367
788721	Invoice	FUEL CLEANER, OIL FOR UNIT 420 & SHOP COMPRESSOR			
	COASTAL VIEW NEWS		03/13/2025	173.00	105368

62116	Invoice	NOTICE OF PUBLIC HEARING AD 2/27/25			
	COUNTY SANITATION COMPANY INC STEWARTS & SELZER		03/13/2025	1,530.00	105369
65837	Invoice	HYDRO JET CITY HALL 2/22/25			
66016	Invoice	HYDRO JET EL CARRO PARK 2/22/25			
66017	Invoice	HYDRO JET VIOLA FIELDS 2/22/25			
	COX BUSINESS		03/13/2025	564.42	105370
MAR25 001 3011 022093901	Invoice	MAR25 CITY HALL INTERNET-PHONE SERVICE			
MAR25 001 3011 028450702	Invoice	MAR25 VETS HALL INTERNET-PHONE SERVICE			
	EMPATHIA PACIFIC INC		03/13/2025	600.00	105371
121156	Invoice	APR25-JUN25 EAP SERVICES			
	EVERYWHERE RIGHT NOW		03/13/2025	285.00	105372
4270	Invoice	FEB25 WEBSITE PROGRAMMING			
	FIRST NATIONAL BANK OF OMAHA		03/13/2025	12,001.81	105373
FEB25 3409	Invoice	CREDIT CARD PAYMENT-JS			
FEB25 3696	Invoice	CREDIT CARD PAYMENT-LM			
FEB25 4480	Invoice	CREDIT CARD PAYMENT-NB			
FEB25 4545	Invoice	CREDIT CARD PAYMENT-BB			
FEB25 5788	Invoice	CREDIT CARD PAYMENT-RK			
FEB25 6160	Invoice	CREDIT CARD PAYMENT-JI			
FEB25 9341	Invoice	CREDIT CARD PAYMENT-MR			
FEB25 9893	Invoice	CREDIT CARD PAYMENT-JT			
	FRONTIER COMMUNICATIONS		03/13/2025	236.62	105374
MAR25 209-188-2500-061589-5	Invoice	MAR25 PHONE & INTERNET-LG TOWER			
MAR25 805-566-3374-042524-5	Invoice	MAR25 PHONE & INTERNET-BOATHOUSE			
	GIRLS INC		03/13/2025	250.00	105375
8250	Invoice	JAN25 EVENT RENTAL			
	GRACENOTE		03/13/2025	77.92	105376
150030725	Invoice	MAR25 LISTING DISTRIBUTION SERVICES-GATV			
	JOSE SEGURA		03/13/2025	100.00	105377
INV0007125	Invoice	PARK DEPOSIT REFUND			
	KANOPY		03/13/2025	207.00	105378
442675 - PPU	Invoice	FEB25 LIBRARY VIDEOS			
	KATHERINE SALANT		03/13/2025	120.00	105379
Q2 APR-JUN 2024	Invoice	PLANNING COMMISSION MEETINGS APR-JUN 2024			
	LIEBERT CASSIDY WHITMORE		03/13/2025	3,519.00	105380
284235	Invoice	PROFESSIONAL LEGAL SERVICES THROUGH 12/31/24			
	MOST DEPENDABLE FOUNTAINS INC		03/13/2025	1,874.11	105381
INV82497	Invoice	BOTTLE FILLER FOR VETS HALL			
	NGU DRONE PHOTOGRAPHY LLC		03/13/2025	560.00	105382
1031	Invoice	PUBLIC WORKS PROMOTION VIDEO 1/22/25			
	OVERDRIVE INC.		03/13/2025	137.33	105383
01352DA25058690	Invoice	FEB25 EBOOKS/AUDIOBOOKS FOR LIBRARY			
	QUADIENT FINANCE USA INC		03/13/2025	500.00	105384
MAR25 7900 0440 8110 0954	Invoice	POSTAGE FOR CITY HALL 3/6/25			
	RAYVERN LIGHTING SUPPLY		03/13/2025	984.00	105385
70685-0	Invoice	LIGHT BULBS FOR SEASIDE BUILDING			
70686-0	Invoice	LIGHT BULBS FOR CITY HALL			
	SO CA EDISON		03/13/2025	8,759.25	105386
FEB25 700201069122	Invoice	FEB25 ELECTRICITY-101 ASH AVE			
FEB25 700230547624	Invoice	FEB25 ELECTRICITY-5103 CARPINTERIA AVE			
FEB25 700255596559	Invoice	FEB25 ELECTRICITY-100 LINDEN			
FEB25 700264659490	Invoice	FEB25 ELECTRICITY-1115 LINDEN AVE B PED			
FEB25 700274833982	Invoice	FEB25 ELECTRICITY-901 CACTUS LN EV EV			
FEB25 700291369452	Invoice	FEB25 ELECTRICITY-MULTIPLE LOCATIONS			
FEB25 700477662295	Invoice	FEB25 ELECTRICITY-901 CACTUS LN LGHT LGHT			

FEB25 700525378417	Invoice	FEB25 ELECTRICITY-931 WALNUT & 4851 5TH ST			
FEB25 700604790697	Invoice	FEB25 ELECTRICITY-CAPP AV/CSTS PAS 609			
FEB25 700827356389	Invoice	FEB25 ELECTRICITY-5300 CARPINTERIA AVE TC1 TC1			
	SO CAL GAS		03/13/2025	6,854.79	105387
FEB25 006 514 2700 7	Invoice	NATURAL GAS 5305 CARPINTERIA AVE (POOL)			
FEB25 014 914 3239 7	Invoice	NATURAL GAS 5103 CARPINTERIA AVE (FRIENDS OF THE L			
FEB25 016 913 9500 6	Invoice	NATURAL GAS 5775 CARPINTERIA AVE (CITY HALL)			
FEB25 140 914 3084 4	Invoice	NATURAL GAS 941 WALNUT AVE (VETS HALL)			
	SOLID WASTE SOLUTIONS INC		03/13/2025	609.00	105388
223	Invoice	FEB25 WASTEWATER PROFESSIONAL SERVICES			
	STAPLES ADVANTAGE		03/13/2025	39.22	105389
6025878406	Invoice	2 SETS USB DESK SPEAKERS			
	TODD MATHERS		03/13/2025	91.55	105390
INV0006599	Invoice	PROJECT CLOSE OUT PL-23-2256			
	TVSB		03/13/2025	3,761.25	105391
NS2312	Invoice	FEB25 VIDEO PRODUCTION SERVICES			
	TWO TRUMPETS COMMUNICATIONS		03/13/2025	6,000.00	105392
1457	Invoice	FEB25 COMMUNICATIONS SERVICES			
	UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNI		03/13/2025	162.85	105393
220250169	Invoice	MAR25 NEW TICKET CHARGES & DATABASE			
24-252744	Invoice	MAR25 CA STATE REGULATORY FEE			
	ZWORLD GIS		03/13/2025	2,977.00	105394
2025-0112	Invoice	FEB25 MAPPING/GIS SERVICES			
	CalPERS HEALTH		03/06/2025	54,372.32	DFT0003427
100000017835375	Invoice	MAR25 HEALTH PREMIUMS			
	CalPERS HEALTH		03/06/2025	6,382.71	DFT0003428
100000017835376	Invoice	MAR25 HEALTH PREMIUMS			
	INTERNAL REVENUE SERVICE		03/06/2025	22,452.60	DFT0003432
PR05 3/6/25	Invoice	PR05 3/6/25 FEDERAL TAX DEPOSIT			
	CalPERS		03/06/2025	14,137.54	DFT0003433
2/15/25-2/28/25 CLASSIC	Invoice	CLASSIC RETIREMENT CONTRIBUTIONS 2/15/25-2/28/25			
	CalPERS		03/05/2025	14,771.58	DFT0003434
2/15/25-2/28/25 PEPRA	Invoice	PEPRA RETIREMENT CONTRIBUTIONS 2/15/25-2/28/25			
	EDD-SIT		03/06/2025	7,091.14	DFT0003435
PR05 3/6/25	Invoice	PR05 3/6/25 EDD PIT TAX DEPOSIT			
	EDD-SDI		03/06/2025	2,260.64	DFT0003436
PR05 3/6/25	Invoice	PR05 3/6/25 EDD SDI TAX DEPOSIT			

Agenda Section: Consent Calendar
Agenda Item No.: 5
Council Meeting Date: March 24, 2025

City of Carpinteria

COUNCIL AGENDA STAFF REPORT

ITEM FOR COUNCIL CONSIDERATION

Contracts Executed by the City Manager on behalf of the City for the Period of February 4, 2025 through March 3, 2025.

STAFF RECOMMENDATION

Receive and file Report of Contracts Executed by the City Manager for the Period of February 4, 2025 through March 3, 2025.

DISCUSSION

The City Manager is delegated authority by the Carpinteria Municipal Code (CMC), §2.08.150B, to execute contracts on behalf of the City in the amount of $50,000 or less. Pursuant to CMC §2.08.150C, a list of all contracts executed by the City Manager is provided for City Council information and appended to this Staff Report as Attachment A. Attachment A lists all contracts entered into on behalf of the City for goods, construction and services for the Period of February 4, 2025 through March 3, 2025.

FINANCIAL CONSIDERATIONS

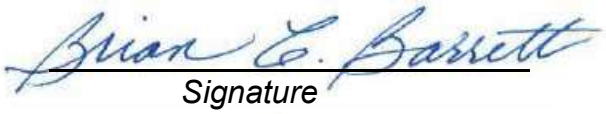
All contracts entered into are within the appropriated budgeted amounts.

ATTACHMENTS

A. Report of Contracts Executed by the City Manager

Staff contact:

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



Signature

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



Signature

ATTACHMENT A

Report of Contracts Executed by the City Manager
Period of February 4, 2025 through March 3, 2025

VENDOR	PURPOSE	AMOUNT
D. Enstad Pool Service	Installation of new pool lights	$13,850.00
Tiny Footprint Farm, LLC (DBA The Door Coaching)	Preparation of Library Strategic Plan	$16,500.00

Agenda Section: Consent Calendar
Agenda Item No.: 6
Council Meeting Date: March 24, 2025

City of Carpinteria

COUNCIL AGENDA STAFF REPORT

ITEM FOR COUNCIL CONSIDERATION

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

STAFF RECOMMENDATION

Receive and file the report.

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

BACKGROUND / DISCUSSION

The City Council of Carpinteria serves as the trustees of the City's public funds and is authorized to make investment decisions in accordance with the Prudent Investor Standard. The Prudent Investor Standard of the California Government Code Section 53600.3 states:

> *When investing, reinvesting, purchasing, acquiring, exchanging, selling or managing public funds, a trustee shall act with care, skill, prudence and diligence under circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated need of the City, that a prudent person in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the City.*

The standard of prudence to be used by investment officials shall be applied in the context of managing the overall portfolio.

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

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

POLICY CONSISTENCY

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

FINANCIAL CONSIDERATIONS

Cash Statement: On February 28, 2025, the City held cash and cash investments as shown in Table 1 below.

Table 1

CASH ACTIVITY FOR THE MONTH:	
Cash and Investment Beginning of the Month	$ 16,026,935.72
Cash Receipts	4,340,609.90
Cash Disbursements	(4,630,998.95)
Cash and Investment End of the Month	$ 15,736,546.67

Investments:

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

As of February 28, 2025, the portfolio's average days to maturity was 2.37 years, the average coupon rate was 2.77%, the average yield to maturity was 4.05%, the par value was $10,250,000 and the Market Value was $10,126,367.05.

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

Attachment A provides the City Council with the Treasurer's Report, detailing all investments and cash activity for the month.

The City of Carpinteria will be able to meet all expenditure obligations that might reasonably be anticipated for the next six-month period from March 1, 2025, to September 1, 2025.

LEGAL

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

PRINCIPAL PARTIES EXPECTED AT MEETING

None.

ATTACHMENTS

Attachment A: City of Carpinteria Monthly Treasurer's Report

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

Licette Maldonado
Signature

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

Signature

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

Signature

ATTACHMENT A

City Treasurer's Monthly Report

CITY OF CARPINTERIA TREASURER'S REPORT
For the Month Ended February 2025

CASH ACTIVITY FOR THE MONTH:

Cash and Investment Beginning of the Month	$ 16,026,935.72
Cash Receipts	4,340,609.90
Cash Disbursements	(4,630,998.95)
Cash and Investment End of the Month	$ 15,736,546.67

CASH AND INVESTMENT PORTFOLIO:

Type of Investment/Coupon/CUSIP #	Institution/Issuer	Yield to Maturity	Maturity Date	# Days to Maturity	Par Value	Market Value (1)	Book Value (2)
Demand Deposit - General Checking	Montecito Bank	N/A	N/A	N/A	411,368.66	411,368.66	411,368.66
Demand Deposit - Premier Public Money Market	Montecito Bank	N/A	3/1/2025	1	559,399.22	559,399.22	559,399.22
Demand Deposit - Section 125 Checking	Montecito Bank	N/A	N/A	N/A	5,236.89	5,236.89	5,236.89
Demand Deposit - Payroll Checking	Montecito Bank	N/A	N/A	N/A	5,000.00	5,000.00	5,000.00
Local Agency Investment Fund	State of California	0.22%	3/1/2025	1	1,826,874.72	1,826,874.72	1,826,874.72
Demand Deposit - Money Market	Charles Schwab	N/A	3/1/2025	1	2,903,392.94	2,903,392.94	2,903,392.94
Treasury Note, 2.625%, (9128284F4)	U.S. Government	1.30%	3/31/2025	31	250,000.00	249,648.43	260,224.61
Treasury Note, 0.25%, (912828ZT0)	U.S. Government	1.25%	5/31/2025	92	250,000.00	247,539.05	241,660.01
Treasury Note, 0.25%, (912828ZW3)	U.S. Government	1.53%	6/30/2025	122	250,000.00	246,757.80	239,598.86
Treasury Note, 0.25%, (91282CAM3)	U.S. Government	1.32%	9/30/2025	214	250,000.00	244,296.88	240,265.00
Treasury Note, 3.0%, (9128285J5)	U.S. Government	4.09%	10/31/2025	245	250,000.00	247,968.75	242,136.63
Treasury Note, 0.375%, (91282CBC4)	U.S. Government	1.20%	12/31/2025	306	250,000.00	242,343.75	241,955.00
Treasury Note, 0.375%, (91282CBC4)	U.S. Government	1.37%	12/31/2025	306	250,000.00	242,343.75	240,365.00
Treasury Note, 3.875%, (91282CGE5)	U.S. Government	3.77%	1/1/2026	307	250,000.00	249,375.00	250,641.19
Treasury Note, 1.625%, (912828P46)	U.S. Government	1.56%	2/15/2026	352	250,000.00	244,062.50	250,595.69
Treasury Note, 0.5%, (91282CBQ3)	U.S. Government	1.28%	2/25/2026	362	250,000.00	241,171.88	242,113.19
Treasury Note, 0.75%, (91282CBT7)	U.S. Government	1.28%	3/31/2026	396	250,000.00	241,210.93	244,459.30
Treasury Note, 0.75%, (91282CCF6)	U.S. Government	1.34%	5/31/2026	457	250,000.00	239,960.93	243,702.50
Treasury Note, 0.875%, (91282CCJ8)	U.S. Government	1.35%	6/30/2026	487	250,000.00	239,765.63	244,821.96
Treasury Note, 1.625%, (91282YQ7)	U.S. Government	4.00%	10/31/2026	610	250,000.00	240,429.68	227,869.30
Treasury Note, 2%, (91282U24)	U.S. Government	4.31%	11/15/2026	625	250,000.00	241,757.80	228,317.27
Treasury Note, 1.25%, (91282CDK4)	U.S. Government	1.28%	11/30/2026	640	250,000.00	238,476.55	249,602.02
Treasury Note, 1.5%, (912828Z78)	U.S. Government	3.64%	1/31/2027	702	250,000.00	238,554.68	231,040.31
Treasury Note, 2.25%, (912828V98)	U.S. Government	4.29%	2/15/2027	717	250,000.00	241,835.93	229,819.14
Treasury Note, 2.5%, (91282CEF4)	U.S. Government	3.96%	2/16/2027	718	250,000.00	242,656.25	235,031.06
Treasury Note, 2.75%, (91282CEN7)	U.S. Government	3.71%	4/30/2027	791	250,000.00	243,632.80	241,094.62
Treasury Note, 3.25%, (91282CEW7)	U.S. Government	3.70%	6/30/2027	852	250,000.00	246,054.68	245,668.13
Treasury Note, 3.125%, (91282CFH9)	U.S. Government	4.19%	8/31/2027	914	250,000.00	244,921.88	238,232.21
Treasury Note, 4.125%, (91282CFU0)	U.S. Government	4.02%	10/31/2027	975	250,000.00	250,937.50	250,962.10
Treasury Note, 2.25%, (9128283F5)	U.S. Government	4.01%	11/15/2027	990	250,000.00	238,984.38	232,267.50

Treasury Note, 3.875%, (91282CGC9)	U.S. Government	4.01%	12/31/2027	1036	250,000.00	249,375.00	248,750.00
Treasury Note, 4%, (91282CGPO)	U.S. Government	3.99%	2/29/2028	1096	250,000.00	250,156.25	249,990.24
Treasury Note, 3.625%, (91282CGT2)	U.S. Government	4.15%	2/29/2028	1096	250,000.00	247,500.00	244,990.00
Treasury Note, 4%, (91282CHK0)	U.S. Government	4.14%	3/31/2028	1127	250,000.00	250,078.13	248,593.75
Treasury Note, 4.125%, (91282CHQ7)	U.S. Government	4.13%	7/31/2028	1249	250,000.00	251,132.80	249,920.00
Treasury Note, 4.375%, (91282CHX2)	U.S. Government	4.23%	8/31/2028	1280	250,000.00	253,085.93	251,445.00
Treasury Note, 4.625%, (91282CJA0)	U.S. Government	4.52%	9/30/2028	1310	250,000.00	255,195.30	251,015.00
Treasury Note, 4.875%, (91282CJF9)	U.S. Government	4.51%	10/31/2028	1341	250,000.00	257,382.80	253,583.99
Treasury Note, 4.375%, (91282CJN2)	U.S. Government	4.20%	11/30/2028	1371	250,000.00	253,203.13	251,775.00
Treasury Note, 3.75%, (91282CJR3)	U.S. Government	4.50%	12/31/2028	1402	250,000.00	247,734.38	242,177.50
Treasury Note, 4.25%, (91282CKD2)	U.S. Government	4.48%	2/28/2029	1461	250,000.00	252,226.55	247,505.21
Treasury Note, 4.125%, (91282CKG5)	U.S. Government	4.13%	3/31/2029	1492	250,000.00	251,054.68	247,724.61
Treasury Note, 4.5%, (91282CKT7)	U.S. Government	4.50%	5/31/2026	457	250,000.00	254,765.63	251,259.77
Treasury Note, 4.25%, (91282CKX8)	U.S. Government	4.25%	6/30/2029	1583	250,000.00	252,343.75	248,750.00
Treasury Note, 4.125%, (91282CLR0)	U.S. Government	4.34%	10/31/2029	1706	250,000.00	251,171.88	247,675.78
Treasury Note, 4.125%, (91282CMA6)	U.S. Government	4.13%	11/30/2029	1736	250,000.00	251,328.13	247,333.99
Treasury Note, 4.375%, (91282CMD0)	U.S. Government	4.34%	12/31/2029	1767	250,000.00	253,945.30	250,341.80
					15,961,272.43	**15,837,639.48**	**15,736,546.67**

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

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

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

Based upon currently budgeted revenues and expenditures, the City currently has sufficient liquid financial resources to meet anticipated expenditures during the period 3/01/25 through 9/01/25.

WEIGHTED AVERAGE MATURITY OF PORTFOLIO

As of February 28, 2025 the weighted average days to maturity of the City's investment portfolio is 2.37 years.

FOOTNOTES TO REPORT/DEFINITION OF TERMS:

(1) The market value of U.S. Goverment Securities was provided by the custodial agent, Charles Schwab.
For the Local Agency Investment Fund the market value represents the contract value.

For all other investments, the market value is equal to book value.

(2) Book value of demand deposits equals the bank balance minus outstanding checks plus deposits-in-transit.

Yield to Maturity (YTM): The percentage rate of return for the note assuming that the City holds the asset until its maturity date. It is the sum of all its remaining coupon payments.
Par Value: Equals face value of security (value of the security when it reaches maturity).
Market Value: The last price for which a security was bought or sold. In this case, the value as of the last day of the month of this report.
Book Value: The amount at which the security is carried in the City's accounting records (adjusted at year-end for GASB 40 reporting purposes).

Agenda Section: Consent Calendar
Agenda Item No.: 7
Council Meeting Date: March 24, 2025

City of Carpinteria

COUNCIL AGENDA STAFF REPORT

ITEM FOR COUNCIL CONSIDERATION

Adoption of Resolution No. 6375, Directing the Preparation of a Street Lighting District No. 1 Report as a part of Consideration of Continuing the District for Fiscal Year 2025-26.

STAFF RECOMMENDATION

Adopt the attached Resolution No. 6375, as read by title only, directing the City Manager to prepare a report for the consideration of continuing Street Lighting District No. 1 for the Fiscal Year 2025-26.

Sample Motion: I move to adopt Resolution No. 6375, as read by title only, directing the City Manager to prepare a report for the consideration of continuing the ad valorem tax Street Lighting District No. 1 for the Fiscal Year 2025-26.

BACKGROUND/DISCUSSION

Street Lighting District No. 1 (District) is legally an independent special district governed by the City of Carpinteria. In 1977, the District was established to finance street lighting costs and continues to date. Due to the fact that this District was formed before Proposition 13 and is a property taxing district, the District is entitled to a very small share (less than 1%) of the basic one percent property tax rate.

The purpose of this agenda matter is for the City Council to consider adopting Resolution No. 6375, as read by title only, directing the City Manager to prepare a report for the consideration of continuing the ad valorem tax Street Lighting District No. 1 for the Fiscal Year 2025-26. This resolution is provided in Attachment A.

POLICY CONSISTENCY

The maintenance of public street lighting, formerly supported by the subject District, can be found consistent with various City policies including the General Plan's Community Design policies for the Downtown area. The work is also consistent with the City's interest in protecting public health and safety.

FINANCIAL CONSIDERATIONS

Failure to continue the District would result in a loss of approximately $200,000 in revenues to finance the cost of street lighting in the district and general fund. These funds have been used in the past to finance capital projects such as new or replacement street lights, etc. The fund balance as of June 30, 2024, is $541,062. Attachment B provides the state of Fund Transactions and Financial Condition for the District. The District Boundary Map is provided in Attachment C.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

It has been determined that continuation of this District is not subject to the conditions of Proposition 218.

The following is the sequence of events for continuing the District:

March 24, 2025 - Adopt a resolution ordering the preparation of a report describing the status of the District, which provides street lighting for the City and to provide projections for Fiscal Year 2025-26.

April 28, 2025 - The report is presented by staff with recommendations.
Adopt a resolution accepting the report.
Adopt a resolution of intention to continue the District for next fiscal year and set for public hearing.

May 27, 2025 - Conduct a public hearing on the proposal to continue the District.
Adopt a resolution continuing the District and levying the tax for fiscal year 2025-26.

OPTIONS

1. Adopt the attached Resolution No. 6375, as read by title only, directing the City Manager to prepare an assessment report for the consideration of continuing Street Lighting District No. 1 for the Fiscal Year 2025-26.
2. The City Council could choose not to order the preparation of the Annual Report; however, by omitting this step, the District would not be continued for Fiscal Year 2025-26.

PRINCIPAL PARTIES EXPECTED AT MEETING

There are no principal parties expected at the meeting.

ATTACHMENTS

Attachment A: Resolution No. 6375
Attachment B: State of Fund Transactions and Financial Condition for the District
Attachment C: District Boundary Map

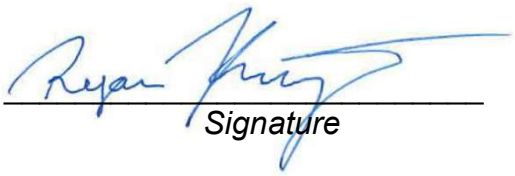
Staff contact:
Stephon Downes, Management Analyst
(805) 755-4446; stephond@carpinteriaca.gov


Signature

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


Signature

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


Signature

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


Signature

ATTACHMENT A

Resolution No. 6375

RESOLUTION NO. 6375

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA DIRECTING THE CITY MANAGER TO PREPARE AN ASSESSMENT DIAGRAM, PLANS, SPECIFICATIONS, ESTIMATE, AND REPORT PURSUANT TO THE STREET LIGHTING ACT OF 1919 FOR THE SUPPLY OF ELECTRICITY AND MAINTENANCE OF LIGHTING FIXTURES IN STREET LIGHTING DISTRICT NO. 1 FOR FISCAL YEAR 2025-26.

WHEREAS, the continued public convenience and necessity require, and it is the intention of the City Council of the City of Carpinteria to order the furnishing of electric current, and the maintenance of lighting fixtures and appliances in said Street Lighting District No. 1 in the City of Carpinteria for the period beginning July 1, 2025 and ending June 30, 2026; and

WHEREAS, proceedings for such proposed improvements will be taken pursuant to the provisions of Division 14, Part 1, Chapter 8.5, Streets and Highways Code, Street Lighting Act of 1919, as amended; and

WHEREAS, the provisions of said Division 14, Part 1, Chapter 8.5, require a written report concerning such proposed improvements.

NOW, THEREFORE BE IT RESOLVED as follows:

SECTION 1. That the City Manager is hereby ordered to prepare a written report pursuant to the provisions of Section 18160 and 18161, Streets and Highways Code for the furnishing of electric current and the maintenance of certain lighting fixtures and appliances in all portions of the City that are within Street Lighting District No. 1 in said City for the period beginning July 1, 2025 and ending June 30, 2026.

PASSED, APPROVED AND ADOPTED on this 24th day of March, 2025, by the following called votes:

AYES: COUNCILMEMBER(S):

NOES: COUNCILMEMBER(S):

ABSENT: COUNCILMEMBER(S):

ABSTAIN: COUNCILMEMBER(S):

_____
Mayor, City of Carpinteria

ATTEST:

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

I hereby certify that the foregoing resolution was adopted at a regular meeting of the City Council of the City of Carpinteria held on March 24, 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

ATTACHMENT B

State of Fund Transactions and Financial Condition for the District

STREET LIGHTING DISTRICT NUMBER 1
STATEMENT OF FUND TRANSACTIONS AND FINANCIAL CONDITION

FUND 208

STREET LIGHTING FUND	**ACTUAL 2020-21**	**ACTUAL 2021-22**	**ACTUAL 2022-23**	**ACTUAL 2023-24**	**BUDGET 2024-25**	**PROJECTED 2025-26**
A. SUMMARY OF FUND TRANSACTIONS:						
Fund Balance; July 1	$ 256,170	$ 334,264	$ 395,746	$ 467,448	$ 541,062	$ 553,262
Fiscal Year Revenues	203,668	211,969	242,771	268,456	247,250	247,250
Fiscal Year Expenditures	125,574	150,487	171,069	194,843	235,050	235,050
Fund Balance; June 30	334,264	395,746	467,448	541,062	553,262	565,462
Revenue Over/(Under) Expense	$ 78,094	$ 61,482	$ 71,702	$ 73,613	$ 12,200	$ 12,200
B. BALANCE SHEET, JUNE 30						
ASSETS:						
Cash in Savings	$ 341,937	$ 403,419	$ 475,121	$ 548,735	$ 560,935	$ 573,135
Accounts Receivable	-	-	-	-	-	-
Total Assets	341,937	403,419	475,121	548,735	560,935	573,135
LIABILITIES AND FUND BALANCE:						
Accounts Payable	-	-	-	-	-	-
Fund Balance	341,937	403,419	475,121	548,735	560,935	573,135
Total Liabilities & Fund Balance	$ 341,937	$ 403,419	$ 475,121	$ 548,735	$ 560,935	$ 573,135
C. FISCAL YEAR REVENUE DETAIL:						
Use of Money & Property	$ 639	$ (6,805)	$ 7,802	$ 22,288	$ 12,000	$ 12,000
District #1-Property Taxes, Secured	195,264	201,466	214,373	228,126	220,900	220,900
District #1-Property Taxes, Unsecured	2,905	7,097	7,343	8,525	8,500	8,500
District #1-Supplemental Roll	3,692	5,574	9,096	7,333	4,200	4,200
District #1-Homeowners Reimbursement	820	813	792	774	850	850
Prior Years and Penalties	348	1,223	866	1,410	800	800
Transfers In		2,600	2,500	-	-	-
Total Revenues	$ 203,668	$ 211,969	$ 242,771	$ 268,456	$ 247,250	$ 247,250
D. FISCAL YEAR EXPENDITURE DETAIL:						
Traffic Signals	$ -	$ -	$ -	$ -	$ -	$ -
Public Right of Way Expenses	21,842	-	-	-	-	-
Street Lighting (Utilities)	102,222	109,894	120,770	139,048	151,000	151,000
Supplies & Materials	1,510	-	-	-	-	-
Other Operating		7,561	331	649	3,000	3,000
Personnel Services		33,032	49,968	55,146	81,050	81,050
Professional Services		-	-	-	-	-
Total Operating Expense	125,574	150,487	171,069	194,843	235,050	235,050
Transfers Out	-	-	-	-	-	-
Transfers Out Pension Trust						
Transfers Out General Fund Capital						
Total Transfers	-	-	-	-	-	-
Street Lights	-	-	-	-	-	-
Total Capital Outlay Expense	-	-	-	-	-	-
Total Expenditures	$ 125,574	$ 150,487	$ 171,069	$ 194,843	$ 235,050	$ 235,050

ATTACHMENT C

District Boundary Map


City of Carpinteria
Street Lighting District No. 1
District Boundary Map

Agenda Section: Consent Calendar
Agenda Item No.: 8
Council Meeting Date: March 24, 2025

City of Carpinteria

COUNCIL AGENDA STAFF REPORT

ITEM FOR COUNCIL CONSIDERATION

Adoption of Resolution No. 6376, Directing the Preparation of a Lighting, Landscaping and Right of Way Improvement District No. 3 Report as a Part of Actions Necessary to Continue Lighting, Landscaping and Right of Way Improvement District No. 3 for Fiscal Year 2025-26.

STAFF RECOMMENDATION

Adopt Resolution No. 6376, as read by title only, ordering the preparation of a report describing the financial status of the District and recommending assessments for Fiscal Year 2025-26 for Carpinteria Lighting, Landscaping and Right of Way Improvement District No. 3.

Sample Motion: I move adoption of Resolution No. 6376, as read by title only, directing the City Manager to prepare, or have prepared, a report describing the financial status of the District and recommending assessments for Fiscal Year 2025-26 for the Carpinteria Lighting, Landscaping and Right of Way Improvement District No. 3.

BACKGROUND/DISCUSSION

The Lighting, Landscaping and Right of Way Improvement District No. 3 (District) was formed on June 8, 1985 by Resolution No. 1474, superseding Street Lighting District No. 2, providing funding for the maintenance of rights of way including repairs to curbs, gutters, sidewalks, tree removal and planting and the tree management program. Like the former Street Lighting District No. 2, this District may also make assessments for street lighting, but such assessments are not made since the overlapping Street Lighting District No.1 provides funding sufficient to meet any street lighting needs.

This District encompasses the entire City and assessments are made on a parcel-by-parcel basis depending on use, location and need for services. District revenues are currently used to pay for one Maintenance Worker I and one Maintenance Worker II positions as well as general right of way maintenance, and water and electric utilities costs.

The purpose of this agenda item is for the City Council to consider adoption of Resolution No. 6376, as read by title only, ordering the preparation of a report describing the financial status of the District and recommending assessments for Fiscal Year 2025-26 for Carpinteria Lighting, Landscaping and Right of Way Improvement District No. 3. This resolution is provided in Attachment A.

POLICY CONSISTENCY

The City General Plan/Local Coastal Plan includes policies that address the maintenance of street corridors in the City. Specifically, Policies CD-8a, CD-8b, CD-9a, CD-9b, CD-9c, CD-9d and CD-9f address pedestrian and bicycle pathways. The Carpinteria Lighting, Landscaping and Right of Way Improvement District No. 3 is the financial means by which the City can, in part, implement these policies.

FINANCIAL CONSIDERATIONS

Attachment B provides a summary of revenue and expenses for the District including past years, current year and projected data for the next fiscal year.

The income stream for this District is fixed at levels set in 1985 when the District was first established. The General Fund subsidized the District by $152,814 last year. The current year subsidy is estimated at $204,850.

The District has also historically received payment from the Gas Tax fund for Gas Tax related work, i.e. street maintenance work that has been assigned through the City's budget system for payment from the Gas Tax Fund, performed by District employees. It is anticipated that the Gas Tax fund balance, which also receives a mostly static income stream, will be exhausted in the next few years. Should this occur it is expected that the General Fund subsidy would need to be increased to support the lost Gas Tax revenue.

In an effort to right size the actual cost for the maintenance of the City's rights of way including repairs to curbs, gutters, sidewalks, tree removal and planting and the tree management program, staff is currently in the process of forming a new Landscaping and Lighting District that will be brought to the City Council for consideration at a future meeting. The District Boundary Map is provided in Attachment C.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

The following is the sequence of events for continuing the District:

March 24, 2025 - Adopt a resolution ordering the preparation of a report describing the financial status and recommending assessments for Fiscal Year 2025-26.

April 28, 2025 - The report is prepared and presented by staff with recommendations. Adopt a resolution accepting the report. Adopt a resolution of intention to continue

the District and to levy assessments for next fiscal year and set for public hearing.

May 27, 2024 - Conduct a public hearing on the proposal to continue the District. Adopt a resolution continuing the District and levying assessments for Fiscal Year 2025-26.

OPTIONS

1. Adopt the attached Resolution No. 6376, as read by title only, ordering the preparation of a report describing the financial status of the District and recommending assessments for Fiscal Year 2025-26 for Carpinteria Lighting, Landscaping and Right of Way Improvement District No. 3.
2. The City Council could choose not to order the preparation of the Annual Report; however, by omitting this step, the District would not be continued for Fiscal Year 2025-26.

PRINCIPAL PARTIES EXPECTED AT MEETING

There are no expected parties at the meeting.

ATTACHMENTS

Attachment A: Resolution No. 6376
Attachment B: State of Fund Transactions and Financial Condition for the District
Attachment C: District Boundary Map

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

_____
Signature

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

_____
Signature

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

_____
Signature

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

_____
Signature

ATTACHMENT A

Resolution No. 6376

RESOLUTION NO. 6376

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA DIRECTING THE CITY ENGINEER TO PREPARE A REPORT PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972 FOR THE LEVY OF AN ASSESSMENT FOR CARPINTERIA LIGHTING, LANDSCAPING, AND RIGHT-OF-WAY IMPROVEMENT DISTRICT NO. 3 FOR FISCAL YEAR 2025-26.

WHEREAS, Chapter 3, Part 2, Landscaping and Lighting Act of 1972, commencing with Section 22620 of the California Streets and Highways Codes specifies the process for the levy of annual assessments after formation of an assessment district pursuant to the Landscaping and Lighting Act of 1972; and

WHEREAS, the City Council desires to consider an assessment for Fiscal Year 2025-26; and

WHEREAS, the Carpinteria Lighting, Landscaping and Right of Way Improvement District No. 3 includes the entire City of Carpinteria, including those parcels created within the City subsequent to the establishment of said District, unless any such parcel is exempt from assessment as provided by law; and

WHEREAS, it is the intention of the City to continue to service and maintain street lights, landscaping and right of way in the City.

NOW, THEREFORE BE IT RESOLVED as follows:

SECTION 1. The City Manager shall have the City Engineer prepare and file a report in accordance with Chapter 3, Part 2, Landscaping and Lighting Act of 1972, commencing with Section 22620 of the California Streets and Highways Code for the purpose of consideration of the levy of an assessment for the Carpinteria Lighting, Landscaping and Right of Way Improvement District No. 3 for Fiscal Year 2025-26.

PASSED, APPROVED AND ADOPTED on this 24th day of March, 2025, by the following called votes:

AYES: COUNCILMEMBER(S):

NOES: COUNCILMEMBER(S):

ABSENT: COUNCILMEMBER(S):

ABSTAIN: COUNCILMEMBER(S):

_____
Mayor, City of Carpinteria

ATTEST:

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

I hereby certify that the foregoing resolution was adopted at a regular meeting of the City Council of the City of Carpinteria held on March 24, 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

ATTACHMENT B

State of Fund Transactions and Financial Condition for the District

LIGHTING, LANDSCAPING AND RIGHT OF WAY IMPROVEMENT DISTRICT NUMBER 3
STATEMENT OF FUND TRANSACTIONS AND FINANCIAL CONDITION

FUND 209

RIGHT OF WAY FUND	**ACTUAL 2020-21**	**ACTUAL 2021-22**	**ACTUAL 2022-23**	**ACTUAL 2023-24**	**BUDGET 2024-25**	**Projected 2025-26**
A. SUMMARY OF FUND TRANSACTIONS:						
Fund Balance; July 1	$ (1,665)	$ (12,572)	$ (12,572)	$ (12,572)	$ (12,572)	$ (12,572)
Fiscal Year Revenues	224,586	317,368	297,122	368,843	410,750	410,750
Fiscal Year Expenditures	235,493	317,368	297,122	368,843	410,750	410,750
Fund Balance; June 30	$ (12,572)	$ (12,572)	$ (12,572)	$ (12,572)	$ (12,572)	$ (12,572)
Revenue Over/(Under) Expense	$ (10,907)	$ -	$ -	$ -	$ -	$ -
B. BALANCE SHEET, JUNE 30						
ASSETS:						
Cash in Savings	$ -	$ -	$ -	$ -	$ -	$ -
Accounts Receivable	-	-	-	-	-	-
Total Assets	-	-	-	-	-	-
LIABILITIES AND FUND BALANCE:						
Accounts Payable	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Total Liabilities & Fund Balance	$ -	$ -	$ -	$ -	$ -	$ -
C. FISCAL YEAR REVENUE DETAIL:						
District #3 Assessment	$ 194,285	$ 198,186	$ 193,000	$ 201,162	$ 198,400	$ 198,400
Penalties and Interest	628	(423)	100	358	1,300	1,300
Miscellaneous Revenue	-	2,500	2,500	14,509	6,200	6,200
Transfer from Other Funds	29,673	117,104	101,522	152,814	204,850	204,850
Total Revenues	$ 224,586	$ 317,368	$ 297,122	$ 368,843	$ 410,750	$ 410,750
D. FISCAL YEAR EXPENDITURE DETAIL:						
Personnel Expense	$ 112,784	$ 127,391	$ 121,500	$ 141,326	$ 126,450	$ 126,450
Right-Of-Way Maintenance (Contract)	61,733	90,742	74,250	134,116	154,400	154,400
Street Tree Maintenance (Contract)	-	-	-	-	-	-
Supplies and Materials	15,205	34,890	21,500	38,099	61,500	61,500
Vehicle Operations	-	-	-	-	-	-
Other Contract Services	930	5,918	21,000	1,086	5,000	5,000
Utilities	44,841	46,269	46,300	54,216	63,400	63,400
Total Operating Expense	235,493	305,210	284,550	368,843	410,750	410,750
Transfers Out	-	12,158	12,572	-	-	-
Capital Improvements	-	-	-	-	-	-
Total Capital Outlay Expense	-	-	-	-	-	-
Total Expenditures	$ 235,493	$ 317,368	$ 297,122	$ 368,843	$ 410,750	$ 410,750

ATTACHMENT C

District Boundary Map


City of Carpinteria
Lighting, Landscaping and
Right of Way Improvements District No. 3

Agenda Section: Consent Calendar
Agenda Item No.: 9
Council Meeting Date: March 24, 2025

City of Carpinteria

COUNCIL AGENDA STAFF REPORT

ITEM FOR COUNCIL CONSIDERATION

Adoption of Resolution No. 6377 Directing the Preparation of the Report for the Continuation of Parking and Business Improvement Area Assessment District No. 4 for Fiscal Year 2025-26

STAFF RECOMMENDATION

Adopt Resolution No. 6377, ordering a report for the Downtown "T" Business Advisory Board for the purpose of continuing assessments for the Carpinteria Parking and Business Improvement Area Assessment District No. 4 for Fiscal Year 2025-26.

Sample Motion: I move to adopt Resolution No. 6298, as read by title only, ordering a report by the Downtown "T" Business Advisory Board for the purpose of continuing assessments for the Carpinteria Parking and Business Improvement Area Assessment District No. 4 for Fiscal Year 2025-26.

BACKGROUND

The Carpinteria Parking and Business Improvement Area Assessment District No. 4 ("District") was formed in 1986, pursuant to the Parking and Business Improvement Area Law of 1979 (Streets and Highways Code 36500, et. al.) to provide a means of funding downtown promotion, revitalization efforts and public parking within the District. Typically, all businesses within the District pay a flat annual assessment of $119.25.

The District area includes several sub-areas that were formed historically as a part of funding capital parking projects. None of the sub-areas are currently active. The District Boundary Map is provided in Attachment C.

Sub-Area "A" – Parking Lot No. 1

Parking Lot No. 1 is located on Ninth Street between Yucca Lane and Elm Street. The funding program for this parking lot, which was financed through the sale of serial bonds, was paid off in 1988 by means of property assessments on the individual property owners. In FY 1996-97 an assessment fee was levied on businesses adjacent to Parking Lot No. 1 to reimburse the City for half of the costs incurred for resurfacing the parking lot. Final payments on this assessment were completed in June 2006.

Sub-Area "B" – Parking Lot No. 3

Parking Lot No. 3 is located at the Amtrak Station on Linden Avenue and Fifth Street. Parking Lot No. 3 was completed in FY 1989-90. SB 959 Grant monies were used on this project and, since this lot was intended to benefit both the Downtown and the beach area, a portion of the cost was funded through the Tidelands Trust Fund as well as the City's General Fund. Businesses located in the proximity of Parking Lot No. 3 were levied an assessment fee. The debt was retired in June 2017.

Sub-Area "C" – Parking Lot No. 2

Parking Lot No. 2 is located on Cactus Lane. The funding program for this parking lot was established in Fiscal Year (FY) 1987-88. SB 959 Grant monies were used to fund a portion of the cost and funding of the balance was equally shared by the City and the businesses adjacent to Parking Lot No. 2. The business share of the assessment was paid off in June 1997.

Most recently, Parking Lot No. 2 was completely rebuilt with new pavement, storm water capture system, and lighting and landscaping improvements. This project was paid for by various City funds including Measure A, Measure X, Road Maintenance & Rehabilitation Account, and the Parking Business and Improvement Area Fund.

The Downtown "T" Business Advisory Board provides oversight and budget recommendations for spending the general business promotion assessments. Examples of expenditures are funding of downtown promotions, such as the two holiday parades, the Halloween Safe Trick or Treat event, as well as the Downtown banner program and a courtesy map.

The purpose of this agenda item is for the City Council to consider the adoption of Resolution No. 6377 (Attachment A), ordering a report for the Downtown "T" Business Advisory Board for the purpose of continuing assessments for the Carpinteria Parking and Business Improvement Area Assessment District No. 4 for the Fiscal Year 2025-26.

DISCUSSION

The Downtown "T" Business Advisory Board (DTBAB) has a duty to prepare and present an Annual Report to the City Council that addresses all matters relating to the Assessment District, including the methods and basis of levying the assessments and recommendations on the use of funds collected by the District. Additionally, the Board makes recommendations to the City Council for general promotion of business activities, economic growth, and stability of the District, and general maintenance issues within the Downtown "T". The ordering, preparation and presentation of the Annual Report are also required steps in the process for renewal of the District.

POLICY CONSISTENCY

The District funds work that is consistent with the City's intent in supporting the local economy, in particular, the Downtown Business District. This item is in conformance with the requirements laid out in Chapters 3 and 4 of the "Parking and Business Improvement Area Law of 1989" of the California Streets and Highways Code.

FINANCIAL CONSIDERATIONS

Any financial impact to the City is incidental staff time in working with the Downtown T" Business Advisory Board to prepare the Annual Report of Assessment District No. 4. The financial condition of the District is shown in Attachment B.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

Assessments for District No. 4 are made on businesses located within the improvement area; not on property owners. As such these assessments are not subject to the provisions of Proposition 218. It is possible to establish a district that is property based making collections through the County property tax roll. Such a district and assessments would; however, be subject to Proposition 218 requirements.

The following is the sequence of events for continuing this District:

March 24, 2025 - Adopt a resolution ordering the preparation of the Annual Report.

April 28, 2025 - Staff presents Annual Report with recommendations.
Adopt resolution accepting report.
Adopt resolution setting the matter for a public hearing.

May 27, 2025 - Hold public hearing on proposal to continue District.
Adopt resolution continuing District and levying assessments for Fiscal Year 2025-26.

OPTIONS

1. Adopt the attached Resolution No. 6377, ordering a report by the Downtown "T" Business Advisory Board for the purpose of continuing assessments for the Carpinteria Parking and Business Improvement Area Assessment District No. 4 for Fiscal Year 2025-26.
2. The City Council could choose not to order the preparation of the Annual Report; however, by omitting this step, the District would not be continued for Fiscal Year 2025-26.

PRINCIPAL PARTIES EXPECTED AT MEETING

There are no expected parties at the meeting.

ATTACHMENTS

Attachment A: Resolution No. 6377
Attachment B: State of Fund Transactions and Financial Condition for the District
Attachment C: District Boundary Map

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

Signature

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

Signature

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

Signature

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

Signature

ATTACHMENT A

Resolution No. 6377

RESOLUTION NO. 6377

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA DIRECTING THE PREPARATION OF A REPORT PURSUANT TO THE PARKING AND BUSINESS IMPROVEMENT AREA LAW OF 1989 FOR PARKING FACILITIES, IMPROVEMENTS, AND BUSINESS PROMOTION ACTIVITIES IN THE CENTRAL BUSINESS DISTRICT FOR FISCAL YEAR 2025-2026 (PARKING AND BUSINESS IMPROVEMENT AREA DISTRICT NO. 4).

WHEREAS, the Carpinteria City Council did form an assessment district pursuant to the "Parking and Business Improvement Area Law of 1979", being Part 6 of Division 18 of the Streets and Highways Code of the State of California, commencing with Section 36500; and

WHEREAS, said formation of the Carpinteria Parking and Business Improvement Area District No. 4 was accomplished by adoption of Ordinance No. 393 on September 8, 1986, following public hearings as prescribed by the Parking and Business Improvement Area Law of 1979; and

WHEREAS, said District No. 4 has been continued in full force and effect in subsequent fiscal years; and

WHEREAS, effective January 1, 1990, said Parking and Business Improvement Area Law of 1979 was repealed by the State of California and replaced by the Parking and Business Improvement Area Law of 1989, being Division 18 of Part 6 (commencing with Section 36500) of the California Streets and Highways Code; and

WHEREAS, Article 3 of Chapter 1 of said 1989 Improvement Area Law (Section 36515) provides that any Parking and Business Improvement Area created prior to January 1, 1990, under the prior 1979 law, continues to be in full force and effect, subject to certain conditions, under the 1989 law; and

WHEREAS, Chapter 3 (Assessments) and Chapter 4 (Modification of Boundaries) of said 1989 Improvement Area Law (commencing with Section 36530) prescribes the process for levying assessments, including appointment of an advisory board and requires said board to make a report to the City Council on all matters relating to said Improvement Area prior to the City Council taking any action on said assessments or boundaries for the next fiscal year starting July 1, 2025; and

WHEREAS, it is necessary for the public safety, convenience and economic health of the City that efforts to provide off-street public parking and other improvements and business promotion activities within the central business district be continued; and

WHEREAS, the City Council wishes to consider continuing the existing Parking and Business Improvement Area District No. 4 for Fiscal Year 2025-26 including the various programs and assessments associated therewith.

NOW, THEREFORE BE IT RESOLVED as follows:

SECTION 1. The Carpinteria City Council does hereby resolve, determine and order that a Report be prepared by the Downtown "T" Business Advisory Board pursuant to Chapters 3 and 4 of the California Parking and Business Improvement Area Law of 1989, being Part 6 of Division 18 (commencing with Section 36530) of the California Streets and Highways Code, for the fiscal year starting July 1, 2025, and ending June 30, 2026, including programs for the acquisition, construction or maintenance of off-street public parking and such other eligible improvements and business promotion activities, including proposed assessments and boundary adjustments, if any.

PASSED, APPROVED AND ADOPTED this 24th day of March 2025 by the following called vote:

AYES: COUNCIL MEMBER:

NOES: COUNCIL MEMBER:

ABSENT: COUNCIL MEMBER:

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 24th day of March 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

ATTACHMENT B

State of Fund Transactions and Financial Condition for the District

PARKING AND BUSINESS IMPROVEMENT AREA DISTRICT NUMBER 4
STATEMENT OF FUND TRANSACTIONS AND FINANCIAL CONDITION

FUND 210

STREET LIGHTING FUND	**ACTUAL 2020-21**	**ACTUAL 2021-22**	**ACTUAL 2022-23**	**ACTUAL 2023-24**	**Budget 2024-25**	**Projected 2025-26**
A. SUMMARY OF FUND TRANSACTIONS:						
Fund Balance; July 1	$ 45,570	$ 26,962	$ 14,126	$ 18,616	$ 22,498	$ 24,198
Fiscal Year Revenues	604	1,953	17,378	15,652	17,000	17,000
Fiscal Year Expenditures	19,212	14,789	12,888	11,770	15,300	15,300
Fund Balance; June 30	26,962	14,126	18,616	22,498	24,198	25,898
Revenue Over/(Under) Expense	$ (18,608)	$ (12,836)	$ 4,490	$ 3,882	$ 1,700	$ 1,700
B. BALANCE SHEET, JUNE 30						
ASSETS:						
Cash in Savings	$ 26,962	$ 14,126	$ 18,616	$ 22,498	$ 24,198	$ 25,898
Accounts Receivable	-	-	-	-	-	-
Total Assets	26,962	14,126	18,616	22,498	24,198	25,898
LIABILITIES AND FUND BALANCE:						
Accounts Payable	-	-	-	-	-	-
Fund Balance	26,962	14,126	18,616	22,498	24,198	25,898
Total Liabilities & Fund Balance	$ 26,962	$ 14,126	$ 18,616	$ 22,498	$ 24,198	$ 25,898
C. FISCAL YEAR REVENUE DETAIL:						
Use of Money & Property	$ 137	$ (247)	$ 495	$ 2,880	$ 2,000	$ 2,000
Assessment General Business District #4 Assessment	467		14,883	12,772	15,000	15,000
Transfers from Other Funds	-	2,200	2,000	-	-	-
Total Revenues	$ 604	$ 1,953	$ 17,378	$ 15,652	$ 17,000	$ 17,000
D. FISCAL YEAR EXPENDITURE DETAIL:						
Personnel Expense	$ 5,306	$ 3,704	$ 662	$ -	$ -	$ -
Marketing Materials	3,592	3,671	5,624	10,049	12,200	12,200
Street Maintenance	4,950	4,800	4,666	-	-	-
Printing & Advertising	-	1,187	458	346	800	800
Dues & Subscriptions	381	625	673	719	1,550	1,550
Supplies & Materials	747	802	805	656	750	750
Equipment/Office Rent & Leases	4,236	-	-	-	-	-
Trnasfer Out	-	-	-	-	-	-
Total Operating Expense	19,212	14,789	12,888	11,770	15,300	15,300
Capital Improvements	-	-	-	-	-	-
Total Capital Outlay Expense	-	-	-	-	-	-
Total Expenditures	$ 19,212	$ 14,789	$ 12,888	$ 11,770	$ 15,300	15,300

ATTACHMENT C

District Boundary Map



District Boundaries of Carpinteria
Parking and Business Improvement Area
District No. 4


Parking Lot No. 1
OGAN ROAD
STERLING AVE.
STERLING WAY
DRIVE
TOMOI
IMU
NIPOMO
LINHERE
DRIVE
STERLING AVE
JUNE AVE
POST AVE
NOR DR.
AZALEA
SAWYER AVE.
ELM LN.
CARPINTERIA
EUGENIA PL
CHURCH LN.
VALLECITO RD.
AVE.
ARBOR MHP
ARBOR MHP
NINTH ST.
NINTH
ST.
JUNIPER PL.
CACTUS LN.
AVE.
AVE.
AVE.
AVE.
EIGHTH ST.
HOLLY
ELM
CEDAR PL.
LINDEN
CITRUS PL.
MAPLE
WALNUT
MAIN SCHOOL
SEVENTH ST.
ASH AVE
5th PL.
SIXTH ST.
FIFTH ST.
FOURTH STREET

Sub-Area "A"


SEVENTH
ELM
CEDAR
ST.
JUNIPER
PL.
LINDEN
CITRUS
PL
ORRANGE
AVE.
ST.
AVE.
SIXTH
ST.
Parking Lot #3
INDEN

Sub Area “B”



Sub Area "C"
Parking Lot #2

Agenda Section: Consent Calendar
Agenda Item No.: 10
Council Meeting Date: March 24, 2025

City of Carpinteria

COUNCIL AGENDA STAFF REPORT

ITEM FOR COUNCIL CONSIDERATION

Adoption of Resolution No. 6378, Directing the Initiation of Procedures to Continue Winter Protection Berm Assessment District No. 5 for Fiscal Year 2025-26.

STAFF RECOMMENDATION

Adopt the attached Resolution No. 6378, as read by title only, ordering the preparation of a report describing the Winter Protection Berm Program and associated assessment and continue the Winter Protection Berm Assessment District No. 5 for Fiscal Year 2025-26.

Motion: I move to adopt Resolution No. 6378, as read by title only.

BACKGROUND / DISCUSSION

The Winter Protection Berm Assessment District No. 5 (District) was formed by Resolution No. 3061, dated December 14, 1992. The District funds the annual construction and removal of the winter protection berm along Carpinteria City Beach. The annual construction and removal are necessary to provide storm wave and coastal flooding protection to the public and private improvements within the District. The District includes all properties immediately adjacent to Carpinteria City Beach from Linden Avenue to Ash Avenue.

The attached Resolution No. 6378 (Attachment A) orders staff to prepare the District report pursuant to Streets and Highways Code 10200 et seq. in which will then be presented at a subsequent public meeting. The preparation of the Engineer's Report is the first step in a process to consider the annual renewal of the District. The District report is scheduled to be heard at the City Council Meeting of April 21, 2025, based on the adoption of Resolution No. 6378.

POLICY CONSISTENCY

The City's winter protection berm is an important public safety project that protects public and private property improvements from winter storm waves along Carpinteria City Beach.

FINANCIAL CONSIDERATIONS

There is no financial analysis included as a part of this staff report.

LEGAL

There are no legal issues presented as a part of this report.

OPTIONS

1. Adopt the attached Resolution No. 6378, as read by title only, ordering the preparation of a report describing the Winter Protection Berm Program and associated assessment and continue the Winter Protection Berm Assessment District No. 5 for Fiscal Year 2025-26.
2. The City Council could choose to not approve the recommendation and direct staff as determined appropriate. However, by omitting this step, the District would not be continued for Fiscal Year 2025-26.

PRINCIPAL PARTIES EXPECTED AT MEETING

There are no principal parties expected at the meeting.

ATTACHMENTS

Attachment A: Resolution No. 6378

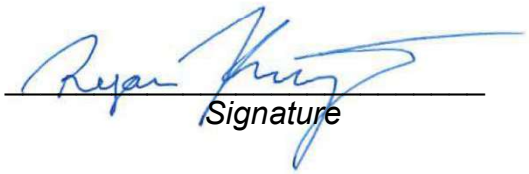
Staff contact:
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Signature

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


Signature

Reviewed by:
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Signature

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


Signature

ATTACHMENT A

Resolution No. 6378

RESOLUTION NO. 6378

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA INITIATING PROCEEDINGS FOR THE CONTINUATION OF ASSESSMENT DISTRICT NO. 5.

WHEREAS, The Carpinteria City Council proposes to set the amount of the annual assessment to be collected for fiscal year 2024-25 pursuant to the Municipal Improvement Act of 1913 (section 10000 and following, Streets and Highways Code) for the purpose of constructing the following improvements:

> The annual installation and removal of the Carpinteria Beach Winter Protection Berm project located along the entire length of the Carpinteria City Beach between Linden Avenue on the east to Ash Avenue to the west. The annual winter sand berm project benefits the public and private improvements within the District's boundaries by providing a measure of protection from winter ocean waves and ocean flooding, and

WHEREAS, the funds collected by the proposed assessment are specifically to be used for the Assessment District Number Five project costs, in the City of Carpinteria, Santa Barbara County, California and shall be collected from all the benefitting land shown inside the District's boundaries on the map designated, "Assessment Diagram, Assessment District No. 5, City of Carpinteria, Santa Barbara County, California," which map is on file with the City Clerk and is hereby approved.

NOW, THEREFORE, BE IT RESOLVED as follows:

SECTION 1. The Public Works Director of the City of Carpinteria is hereby designated Engineer for the purpose of these proceedings.

SECTION 2. The City Council hereby directs the Public Works Director to prepare and file with the City Clerk a report in accordance with §10204 of the Municipal Improvement Act of 1913, Streets and Highway Code.

SECTION 3. The Report shall be filed with the City Clerk and shall be presented to the City Council for consideration on April 22, 2024, at 5:30 pm or as soon thereafter as the matter may be heard.

PASSED, APPROVED AND ADOPTED on the 25th day of March, 2024, by the following vote:

AYES: COUNCILMEMBER(S):

NOES: COUNCILMEMBER(S):

ABSENT: COUNCILMEMBER(S):

ABSTAIN: COUNCILMEMBER(S):

_____
Mayor, City of Carpinteria

ATTEST:

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

I hereby certify that the foregoing resolution was adopted at a regular meeting of the City Council of the City of Carpinteria held on March 25, 2024.

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

APPROVED AS TO FORM:

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

Agenda Section: Consent Calendar
Agenda Item No.: 11
Council Meeting Date: March 24, 2025

City of Carpinteria

COUNCIL AGENDA STAFF REPORT

ITEM FOR COUNCIL CONSIDERATION

Recruitment of a Public Works Manager position for the Public Works Department.

STAFF RECOMMENDATION

Authorize the City Manager to recruit for the Public Works Manager position.

Sample Motion: I move to authorize the City Manager to recruit for the Public Works Manager position.

BACKGROUND

Pursuant to Resolution No. 4994, the City Council, through its designated employees (e.g., City Manager), is empowered with and authorized to direct and control the City to the full extent of the law. This includes the right to:

1. Direct the work of its employees and maintain the efficiency of the City's operation;
2. Determine the staffing patterns and the number and kinds of personnel required,
3. Set standards of service and determine the procedures and standards of selection for employment and promotion;
4. Determine the content of job classifications; and
5. Exercise complete control and discretion over its organization and the methods of performing its work.

Furthermore, the City Manager may make recommendations to the City Council concerning any reorganization of offices, positions, departments, or units as necessary to further the interest of efficient, effective, and economical conduct of City business pursuant to Section 2.08.110 (Powers and Duties Designated) of the Carpinteria Municipal Code.

The purpose of this agenda item is for the City Council to authorize the City Manager to recruit for the Public Works Manager position.

DISCUSSION

The City's Public Works Department is currently experiencing a transition due to the retirement of the incumbent Public Works Supervisor. While the current Public Works Supervisor position's duties involve only streets, rights-of-way, and fleet maintenance operations, a comprehensive review of departmental needs were assessed which found the necessity for higher-level, mid-management duties in a new Public Works Manager position. This new position would perform management functions for the entire Maintenance Division which includes the Street Maintenance, Fleet Maintenance, and Parks and Facilities programs. The Public Works Director/City Engineer currently performs the management functions for both the Engineering Division and Maintenance Division.

In general, the proposed duties of the Public Works Manager position would consist of management functions including direct supervision of maintenance staff and operations, budget management, interdepartmental collaboration, and coordination with external agencies. Key distinctive duties of the Public Works Manager position include:

- Increased Scope of Work: The Public Works Manager manages the Maintenance Division's Street Maintenance, Fleet Maintenance, and Parks and Facilities programs.
- Higher-Level Mid-Manager Duties: The Public Works Manager prepares and/or presents staff reports to the City Council and boards/committees, participates in long-term planning, and develops the Maintenance Division budget.

The Public Works Supervisor position does not perform the aforementioned key distinctive duties. The Public Works Manager position would replace the Public Works Supervisor position. The proposed job description of the Public Works Manager position is shown as Attachment A. The proposed updated list of full-time employees for Fiscal Year 2024/25 is shown as Attachment B.

By freeing the Public Works Director/City Engineer from concurrently managing two divisions, the operational needs of the Maintenance Division would be addressed by recruiting for a Public Works Manager position to ensure effective service delivery.

POLICY CONSISTENCY

The recommendation can be found consistent Resolution No. 4994 and Section 2.08.110 of the Carpinteria Municipal Code.

FINANCIAL CONSIDERATIONS

No Additional Funding Requested. Future budget development will need to account for the ongoing costs associated with the Public Works Manager position to ensure adequate resources are allocated to maintain this role in alignment with the Public Works Department's long-term staffing needs.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

To ensure the City's compliance with labor laws and union agreements, staff sought legal counsel from the City's labor attorneys Liebert Casidy Whitmore.

OPTIONS

1. Authorize the City Manager to recruit for the Public Works Manager position.
2. The City Council could choose to not approve the recommendation and direct staff as determined appropriate.

PRINCIPAL PARTIES EXPECTED AT MEETING

None.

ATTACHMENTS

Attachment A: Public Works Manager Job Description
Attachment B: Updated List of Full-Time Employees for Fiscal Year 2024/25

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(805) 755-4446; StephonD@carpinteriaca.gov

Signature

Reviewed by:
John Ilasin, Public Works Director
(805) 880-4402; JohnI@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

Public Works Manager Job Description

POSITION DESCRIPTION

Position Title: Public Works Manager

Department: Public Works

Classification: Exempt

Approved by: City Manager

Reporting Relationships: N/A

Position Reports to: Public Works Director

Position Supervised: Maintenance staff and other positions as assigned.

Position Purpose: The Public Works Manager is responsible for overseeing and managing the operations of the Public Works Department Maintenance Division, including the maintenance of City streets, rights-of-way, fleet, parks, and facilities. This position plans, organizes, supervises, and coordinates both field and administrative functions to ensure effective and efficient service delivery. The Public Works Manager leads the Maintenance Division, fostering teamwork and collaboration while working closely with the Public Works Director. This role also involves preparing, presenting, and analyzing various reports, developing maintenance strategies, and ensuring compliance with safety and regulatory standards.

ESSENTIAL FUNCTIONS AND BASIC DUTIES
Duties may include, but are not limited to, the following:

- Supervise, train, and evaluate the work of assigned personnel across both divisions
- Foster teamwork and collaboration of assigned personnel
- Conduct employee performance evaluations
- Oversee employee timesheets, leaves, and personnel documentation of assigned staff
- Plan and develop schedules and methods for delivering maintenance services, including assessing and allocating necessary resources
- Assign tasks and monitor staff performance to ensure effective operations of streets, rights-of-way, fleet, parks, and facilities maintenance
- Assist in development of goals, objectives, strategies, and tactics for public works maintenance
- Prepare cost estimates, manage division budgets, and participate in budget and procurement processes
- Monitor and control supplies, tools, and equipment
- Coordinate with contractors and vendors for services and procurement
- Conduct regular inspections of City streets, rights-of-way, fleet, parks, and facilities; identify maintenance needs and ensuring safety and compliance with City standards and requirements as well as local, state, and federal laws and regulations
- Conduct quality control of workmanship
- Respond to service requests and emergency calls and provide timely and effective solutions
- Perform maintenance-related fieldwork
- Develop and implement safety programs and ensure safe working practices are followed
- Respond to public inquiries with professionalism

- Investigate and resolve service requests; perform effective problem solving
- Collaborate with other City departments, community groups, and external agencies or organizations
- Represent the Public Works Department in meetings and public forums
- Prepare and/or present staff reports for the City Council and committee groups such as the Carpinteria Open Space Management Advisory Board, Downtown "T" Business Advisory Board, Integrated Pest Management Advisory Committee, Traffic Safety Committee, and Tree Advisory Board
- Manage contracts and ensure quality and contract compliance
- Prepare correspondence, such as letters and memorandums, and reports
- Recommend improvements to policies, procedures, and maintenance practices
- Perform other duties as assigned

MINIMUM QUALIFICATIONS
Any combination of education, training, and experience that provides the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education/Certification:
- High school diploma or GED required
- Associate's degree or equivalent such as technical school education with major coursework in construction, maintenance, or related field

Experience Required:
- Five years of increasingly responsible experience in public works maintenance operations
- Two years of supervisory experience

License(s)/Certifications:
- Possession of, or the ability to obtain, a valid Class C California driver's license prior to appointment
    - Maintain a satisfactory driving record
- Possession of, or ability to obtain, appropriate valid Hazardous Materials Emergency Responder Certification
- Possession of a valid Class A California driver's license, preferred

Knowledge, Skills, and Abilities:
The following are a representative sample of the Knowledge, Skills, and Abilities necessary to perform essential duties of the position:

Knowledge:
- Principles and practices of streets, rights-of-way, fleet, parks, and facilities maintenance
- Equipment, tools, and materials used in public works maintenance activities
- Principles of supervision, training, and performance evaluation
- Administrative processes, including budget preparation, staff reports, and public presentations
- Occupational hazards and standard safety practices
- Pertinent local, state, and federal laws and regulations
- Modern office procedures, methods, and equipment, including computer applications

Skills/Abilities:
- Plan, organize, and direct comprehensive public works maintenance programs
- Interpret and explain department policies and procedures
- Prepare cost estimates and budgets
- Develop and recommend systems and procedures to enhance operations
- Communicate effectively, both orally and in writing
- Effectively supervise, train, and evaluate staff
- Prepare and present clear and concise reports and correspondence

- Develop and monitor budgets and control expenditures
- Develop and maintain cooperative working relationships with public officials, staff, the public, contractors, and other agencies

PHYSICAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION

Finger Dexterity: Using primarily just the fingers to make small movements such as typing, picking up small objects, or pinching fingers together.

Talking: Especially where one must frequently convey detailed or important instructions or ideas accurately, loudly, or quickly.

Average Hearing: Able to hear average or normal conversations and receive ordinary information.

Average Visual Abilities: Average, ordinary, visual acuity necessary to prepare or inspect documents or products, or operate machinery.

Physical Strength: This position requires a mix of office work and fieldwork, including inspections and hands-on involvement in maintenance operations. Must be able to lift up to 50 lbs. occasionally and work outdoors in various weather conditions

Working Conditions: Work is performed both inside and outside, including working within designated construction area and in the public roadway right-of-way. Subject to weather. Frequent local travel.

MENTAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION

Reasoning Ability: Ability to apply logical reasoning to identify problems, analyze data, and develop solutions. Must be able to interpret technical instructions and manage multiple variables in maintenance operations.

Mathematics Ability: Proficiency in budgeting, cost estimation, and data analysis, including basic statistical calculations.

Language Ability: Ability to read and interpret engineering plans, specifications, and technical documents. Strong written and verbal communication skills, including the ability to prepare reports, correspondence, and presentations with clarity and accuracy.

OTHER PERTINENT INFORMATION:

Disaster Service Worker:

Pursuant to California Government Code Section 3100, all public employees are required to serve as disaster service workers subject to such disaster service activities as may be assigned to them by their supervisor or by law.

Intent and Function of Job Descriptions:

Job descriptions assist organizations in ensuring that the hiring process is fairly administered and that qualified employees are selected. They are also essential to an effective appraisal system and related promotion, transfer, layoff, and termination decisions. Well-constructed job descriptions are an integral part of any effective compensation system. All descriptions have been reviewed to ensure that only essential functions and basic duties have been included. Peripheral tasks, only incidentally related to each position, have been

excluded. Requirements, skills, and abilities included have been determined to be the minimal standards required to successfully perform the positions. In no instance, however, should the duties, responsibilities, and requirements delineated be interpreted as all inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate. In accordance with the Americans with Disabilities Act, it is possible that requirements may be modified to reasonably accommodate disabled individuals. However, no accommodations will be made which may pose serious health or safety risks to the employee or others or which impose undue hardships on the city. Job descriptions are not intended as and do not create employment contracts. This is an at-will position. Employees can be terminated for any reason not prohibited by law.

Approved:	March 2025
Revision Dates:	N/A
Former Titles:	
Status:	
ADA Review:	
DOT:	No
Physical:	No

ATTACHMENT B

Updated List of Full-Time Employees for Fiscal Year 2024/25

AUTHORIZED FULL TIME POSITIONS- LAST FIVE YEARS

	2020/21*	2021/22	2022/23	2023/24	2024/25
GENERAL GOVERNMENT					
City Manager	1	1	1	1	1
Assistant City Manager	1	1	1	1	1
Human Resources/Risk Manager	1	1	1	0	0
City Clerk	1	1	1	1	1
Program Manager	1	1	1	1	1
Executive Assistant/Deputy City Clerk	1	1	1	0	0
Management Analyst I/II **	0	0	0	1	2
Human Resources Assistant	0	0	0	1	1
Office Assistant I/II	1	1	1	1	0
Management Assistant	0	0	0	0	1
General Government Department Sub-total:	**7**	**7**	**7**	**7**	**8**
ADMINISTRATIVE SERVICES					
Administrative Services Director	1	1	1	1	1
Finance Manager	0	0	1	1	1
Accounting Technician	1	1	1	1	1
Accounting Specialist	0	0	1	1	1
Administrative Services Department Sub-total:	**3**	**3**	**4**	**4**	**4**
COMMUNITY DEVELOPMENT					
Community Development Director	1	1	1	1	1
Principal Planner	2	2	2	2	2
Senior Planner	0	0	0	1	1
Associate Planner	2	2	2	2	2
Assistant Planner	0	0	0	0	0
Administrative Assistant I/II	1	1	1	1	1
Chief Building Inspector	1	1	1	1	1
Code Compliance Supervisor	1	1	1	1	1
Code Compliance Officer I	0	0	0	0	0
Code Compliance Officer II	2	2	2	1	1
Community Development Department Sub-total:	**10**	**10**	**10**	**10**	**10**
PUBLIC WORKS DEPARTMENT					
Public Works Director	1	1	1	1	1
Management Analyst I/II	0	0	1	1	1
Assistant to the Public Works Director	1	1	0	0	0
Civil Engineer	1	1	1	0	0
Associate Engineer	0	0	0	1	1
Environmental Program Manager	1	1	1	1	1
Environmental Program Specialist **	0	0	0	0	1
Engineering Technician	1	1	1	1	1
Public Works Manager	0	0	0	0	1
Public Works Supervisor	1	1	1	1	0
Lead Maintenance Worker	1	1	1	1	1
Maintenance Worker I/II	3	3	3	3	3
Public Works Department Sub-total:	**10**	**10**	**10**	**10**	**11**
PARKS, RECREATION & COMMUNITY SERVICES					
Parks, Recreation & Community Services Director	1	1	1	1	1
Program Manager	0	0	0	0	1
Management Analyst I/II	0	0	1	1	0
Management Assistant	1	1	0	0	0
Aquatics Superintendent	1	1	1	1	1
Aquatics Program Coordinator	1	1	1	1	1
Parks & Facilities Maintenance Supervisor	1	1	1	1	1
Sr. Parks & Facilities Maintenace Technician	1	1	1	1	1
Parks & Facilities Maintenance Technician	0	0	0	0	0
Maintenance Worker I/II	1	1	1	1	1
City Librarian	1	1	1	1	1
Community Engagement Library Specialist	1	1	1	1	1
Senior Services Coordinator	0	0	0	1	1
Parks, Recreation & Public Facilities Department Sub-total:	**9**	**9**	**9**	**10**	**10**
GRAND TOTAL - Full Time Staff:	**39**	**39**	**40**	**41**	**43**

*Fiscal Year's figure updated with changes made post-budget adoption
**Limited term positions

Agenda Section: Administrative Matters
Agenda Item No.: 12
Council Meeting Date: March 24, 2025

City of Carpinteria

COUNCIL AGENDA STAFF REPORT

ITEM FOR COUNCIL CONSIDERATION

Selection of the 2024 City of Carpinteria Volunteer of the Year

STAFF RECOMMENDATION

1. Commend Carpinteria Volunteer of the Year nominees for their service in 2024 and select a Volunteer of the Year recipient.
2. Direct City staff to submit the Volunteer of the Year recipient to the Carpinteria Community Association's Community Awards.
3. Direct staff to prepare a Resolution for the Volunteer of the Year awardee to be adopted at a future City Council Meeting.

Sample Motion: I move to:

1. Commend Carpinteria Volunteer of the Year nominees for their service in 2024, as well as select and submit ___ as the Volunteer of the Year recipient to the Carpinteria Community Association on behalf of the City of Carpinteria.

2. Direct City staff to prepare a Resolution for Volunteer of the Year to be adopted during a future Council Meeting.

BACKGROUND

Each year, the City of Carpinteria nominates and selects a Volunteer of the Year for the Carpinteria Community Association. This award recognizes an individual who has made significant volunteer contributions to the City over the preceding year. The selected Volunteer of the Year will be honored at the Carpinteria Community Awards Banquet on April 26, 2025, at Girls Inc. of Carpinteria.

The purpose of this agenda item is to initiate the formal process for the Council's selection and recognition of the 2024 City of Carpinteria Volunteer of the Year recipient.

DISCUSSION

Nominations for the City of Carpinteria Volunteer of the Year have been submitted by City staff and City Council members who oversee or are actively involved in these volunteer efforts and activities. Only one individual may be selected as the Volunteer of the Year.

The nominees are as follows:

- Ted Rhodes: Ted has been a dedicated advocate for the preservation of open space in Carpinteria since 1988, contributing to initiatives such as the Bluffs Preserve, the Salt Marsh, the Franklin Trail, and most recently, the Rincon Gateway Preserve. In addition to his participation on the Carpinteria Open Space Management Board (COSMAB), Ted contributed approximately 100 hours of service for the calendar year 2024 to various efforts related to education, preservation, and maintenance of Carpinteria's most precious resources.

- Gaby Edwards: Gaby has been on the Friends of the Carpinteria Library Board for 12 years and has served as the President for the last 8 years. Under her leadership, the Friends contribute approximately $65,000 annually to the Carpinteria Community Library. In 2018, Gaby played a key role in the successful passage of Measure X, which allowed Carpinteria to take over management of the Library. Gaby also volunteers at the bookstore an hour each week and spends approximately two hours each week in her capacity as President of the Friends of the Library. Under her leadership, the Friends have kept the used bookstore thriving, providing financial support for the library. She also served as the City representative to the Santa Barbara County Library Advisory Committee for several years. Prior to her work with the Friends, Gaby was a Literacy tutor for ten years. Gaby is a thoughtful, active, and joyful volunteer whose efforts benefit all of Carpinteria.

- Jenny McCurry: Jenny has been a committed literacy tutor since 2012 and currently volunteers 2 to 3 hours a week working with adult learners, tailoring her lessons to their specific needs and goals. When Carpinteria began operating the library in 2022, Jenny helped enhance the library's literacy program by working with Library Specialist, Eric Castro, to organize and lead training sessions for new tutors, providing guidance on effective methods for instructing adult learners. Beyond tutoring, Jenny helps at the Library by shelving books and assisting whenever needed. Always generous with her time, Jenny is known for her kind words, her smile, and her unwavering support for others.

- Rosalyn "Roz" Kohute: Roz dedicated more than 250 hours of service to supporting seniors through the City's AgeWell program in calendar year 2024. Prior to that, Roz spent several years advocating for senior programming and was instrumental in launching AgeWell, ensuring that older adults in Carpinteria have the support and resources they need to live healthy, fulfilling lives. She is the

organizer and leader of Bridge Club and serves as a co-leader for the Meet, Greet, and Move Your Feet Walking Club, encouraging seniors to stay active and connected. Roz' dedication, compassion, and unwavering commitment to enhancing the well-being and inclusion of seniors in our community is to be commended.

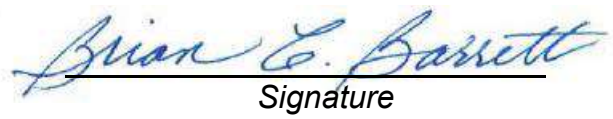
- Alexandra "Alex" Baer-Peralta: In calendar year 2024, Alex devoted more than 70 hours of her time to unique and meaningful initiatives, enriching the lives of Carpinterians. With her grounding and calming presence, Alex has become a vital support for our senior community, providing space for reflecting, connection, and growth. As the leader of a meditation group, Alex has created one of AgeWell's most popular programs. Her sessions, which include a sound bath, offer seniors a chance to relax, recharge, and find inner balance. Beyond her support of AgeWell, Alex volunteers at the Carpinteria Community Library, where she facilitates the monthly Death Café – a groundbreaking and forward-thinking discussion group that helps individuals to explore and navigate conversation around end-of-life topics with openness and support. Her special talents, wisdom, and caring-spirit are greatly appreciated by all.

Attachment A provides a list of previous City of Carpinteria Volunteer of the Year award recipients.

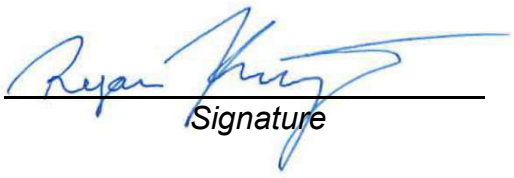
ATTACHMENTS

A. Carpinteria Volunteer of the Year History

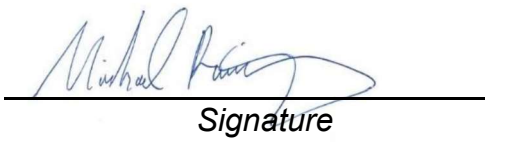
Staff contact:
Juliza Briones, Program Manager
805-755-4401; julizab@carpinteriaca.gov


for
Signature

Reviewed by:
Ryan Kintz, Assistant City Manager
805-754-4400; ryank@carpinteriaca.gov


Signature

Reviewed by:
Michael Ramirez, City Manager
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Signature

ATTACHMENT A

Carpinteria Volunteer of the Year History

Attachment A:

City of Carpinteria Volunteer of the Year History

2023: Jack Niederpreum

2022: Andy & Kathy Sheaffer

2021: Pedro Castro Lopez

2019: Bryan Mootz

2018: Brad & Barbara Smith

2017: Dale Olivas

2016: Dick Winberg

2015: Harry & Patty Manuras

2014: Lee Heller

2013: Donna Jordan

Agenda Section: Administrative Matters
Agenda Item No.: 13
Council Meeting Date: March 24, 2025

City of Carpinteria

COUNCIL AGENDA STAFF REPORT

ITEM FOR COUNCIL CONSIDERATION

Closeout of the 2022 Pavement Rehabilitation Project.

STAFF RECOMMENDATION

1. Authorize the Mayor to sign the Closeout Agreement and Release of Claims for the 2022 Pavement Rehabilitation Project with Toro Enterprises, 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; and
3. Approve a budget appropriation in the amount of $250,000 to the Capital Improvements Fund.

Sample Motion: I move to:

1. Authorize the Mayor to sign the Closeout Agreement and Release of Claims for the 2022 Pavement Rehabilitation Project with Toro Enterprises, 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.
3. Approve a budget appropriation in the amount of $250,000 to the Capital Improvements Fund.

(This motion requires a roll call vote.)

BACKGROUND

On April 8, 2024, the City Council awarded the 2022 Pavement Rehabilitation Project construction contract to Toro Enterprises, Inc. in the Total Base Bid amount of $5,416,217. On April 10, 2024, the Notice of Award was issued to Toro Enterprises, 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 Toro Enterprises, Inc. for starting construction on June 10, 2024. On October 14, 2024, the City Council approved a budget appropriation in the amount of $402,564 from the Local Surface Transportation Program funds to the Capital

Improvements Fund of the Fiscal Year 2024/25 Capital Improvements Program Budget for the 2022 Pavement Rehabilitation Project.

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 2022 Pavement Rehabilitation Project with Toro Enterprises, Inc.; 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; and approve a budget appropriation in the amount of $250,000 to the Capital Improvements Fund of the Fiscal Year 2024/25 Capital Improvements Program Budget to correct project budget.

DISCUSSION

The general scope of work for the 2022 Pavement Rehabilitation Project consisted of pavement rehabilitation, pedestrian facility upgrades, and drainage improvements. Table 1 shows the street locations of the project:

Table 1: 2022 Pavement Rehabilitation Project Locations

Street Name	Block	Begin Limit	End Limit
Byrnes Lane	1200	End	Cameo Road
Callejon Drive	5500	Concha Loma Drive	End
Cameo Road	5500	La Brea Lane	Casitas Pass Road
Cramer Circle[1]	1200	1275 Cramer Circle	1234 Cramer Circle
Dorrance Way	4700	Ash Avenue	Holly Avenue Intersection
Dorrance Way	4700 to 4800	Holly Avenue Intersection	Elm Avenue
Dorrance Way	4900	Elm Avenue	Linden Avenue
El Carro Lane	4500 to 4600	Santa Ynez Avenue	Azalea Drive Intersection
El Carro Lane	4700	Azalea Drive Intersection	Sterling Avenue
Fourth Street[2]	4500 to 4700	Holly Avenue	End
Kathy Street	1500	Dariesa Street	End
Lisa Street	1500	Dariesa Street	End
Myra Street	1500	Dariesa Street	End
Retorno Drive	5500	Concha Loma Drive	South end
Star Pine Road[3]	5300	East end	Vallecito Road
Vallecito Road	1000 to 1100	North end	Carpinteria Avenue
Via Real	4000 to 4100	Cravens Lane	4200 Via Real

Those street names labeled with the word, “intersection,” means the limit of the pavement work included the entire street intersection. A location map is provided in Attachment A.

During the course of construction, the following contract changes orders were directed by the Public Works Director:

Table 2: Contract Change Orders

Contract Change Order No.	Brief Description	Cost

1	Remove and replace curbs, gutters, sidewalks, and driveway approaches	$172,050.00
2	Water service relocations	$72,494.00
3	Vallecito Road storm drain revisions	($62,836.04)
4	Dorrance Way subgrade stabilization	$46,263.13
5	Via Real pavement revisions	($84,054.08)
6	Balancing Contract Change Order	($22,252.99)

The Balancing Contract Change accounts for any increases and decreases in quantity of bid items for the final amount of work.

Table 3 summarizes the breakdown of the funding sources for the total project budget:

Table 3: Project Funding Sources

Funding Summary	
Gas Tax	$ 460,000
Measure A	$1,121,500
Measure X	$3,987,700
RMRA	$ 367,550
Street Improvement Fee	$ 140,300
State Grant (LSTP)	$ 402,600
Total Funding	$6,479,650

Table 4 summarizes the actual project costs:

Table 4: Actual Project Costs

Cost Summary	
Design/Engineering	$ 688,850
Construction	$5,745,000
Construction Management	$ 325,800
Total	$6,729,650

The Public Works Director finds the work as being in conformance with the contract documents and determined the construction was completed on January 31, 2025. Therefore, staff recommends for the City Council to authorize the Mayor to sign the Closeout Agreement and Release of Claims as shown in Attachment B.

Correction of Budget Appropriation

The City Council authorized and approved five (5) budget appropriations for the project as follows:

1. On September 12, 2022, the City Council authorized Agreement with Cannon Corporation for design services (i.e. design phase) in an amount not-to-exceed $611,028.

2. On January 23, 2023, the City Council authorized an amendment to the Agreement with Cannon Corporation for an amended value not-to-exceed $648,300.

3. On July 24, 2023, the City Council authorized another amendment to the Agreement with Cannon Corporation for an amended value not-to-exceed $672,842.

4. On April 8, 2024, the City Council approved a total amount of $5,949,831 for the following construction phase appropriations:

    - Construction Contract: Toro Enterprises, Inc. for $5,416,217
    - Construction Contingency: $135,504
    - Agreement: Flippin Engineering (construction management and inspection) for $311,320
    - Agreement: Cotton Shires and Associates (acceptance/materials testing) for $86,790

5. On October 14, 2024, the City Council approved an additional budget appropriation in the amount of $402,564 from the Local Surface Transportation Program funds towards the construction phase.

The total amount of said appropriations for the project budget is $6,729,650. During the City's routine accounts payable process, staff found an accounting input error in the project budget, which showed $6,479,650 instead of $6,729,650. This equates to a net un-appropriated amount of $250,000. As of March 1, 2025, project expenditures total $6,353,923. The Public Works Department reports all aforementioned vendors expended within their contractually agreed upon budgets.

With that, staff recommends that the City Council to approve a budget appropriation in the amount of $250,000 as a retroactive correction of the accounting input error to reflect a project budget of $6,729,650. The correction would ensure all final payments to the vendors are made, once these final payments are made the total project expenditures will match the total project cost listed in Table 2 ($6,729,650). The appropriation will use $115,000 from Street and Thoroughfare (development impact fees) and $135,000 from Measure X Funds.

POLICY CONSISTENCY

The recommendation may be found consistent with the following objectives and policies of the General Plan and Local Coastal Plan:

Circulation Element

Objective C-3: Provide a balanced transportation network with consistent designations and standards for roadways that will provide for the safe and efficient movement of goods and people through the community.

Policies:

C-3g. Establish programs that monitor and effectuate improvements on roadways as the need arises.

C-3j. Develop a prioritized Capital Improvement Program directed at roadway improvements.

Pursuant to the Capital Improvement Plan Study Session on March 19, 2024, the recommendation is also consistent with the City Council's prioritization of pavement projects as critical infrastructure.

FINANCIAL CONSIDERATIONS

A $250,000 increase to the FY 2024/25 Capital Improvements Fund (Expense Account No. 301-403-5780) is proposed for Project ST-22-001. Additionally, a $135,000 transfer from the Measure X Fund (Expense Account No. 104-999-5911) to the Capital Improvement Fund (Revenue Account No. 301-999-4918) is planned. Following these adjustments, the remaining balance in the Measure X Fund would be $654,774.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

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

OPTIONS

1. Authorize the Mayor to sign the Closeout Agreement and Release of Claims for the 2022 Pavement Rehabilitation Project with Toro Enterprises, Inc.; 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; and approve a budget appropriation in the amount of $250,000 to the Capital Improvements Fund. (Staff Recommendation)
2. The City Council could choose to not approve the recommendation and direct staff as determined appropriate.

PRINCIPAL PARTIES EXPECTED AT MEETING

There are no principal parties expected at the meeting.

ATTACHMENTS

Attachment A: Location Map
Attachment B: Closeout Agreement and Release of Claims

Staff contact:
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(805) 880-3402; johni@carpinteriaca.gov

Signature

Reviewed by:
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Reviewed by:
Ryan Kintz, Assistant City Manager
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Signature

Reviewed by:
Michael Ramirez, City Manager
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Signature

ATTACHMENT A

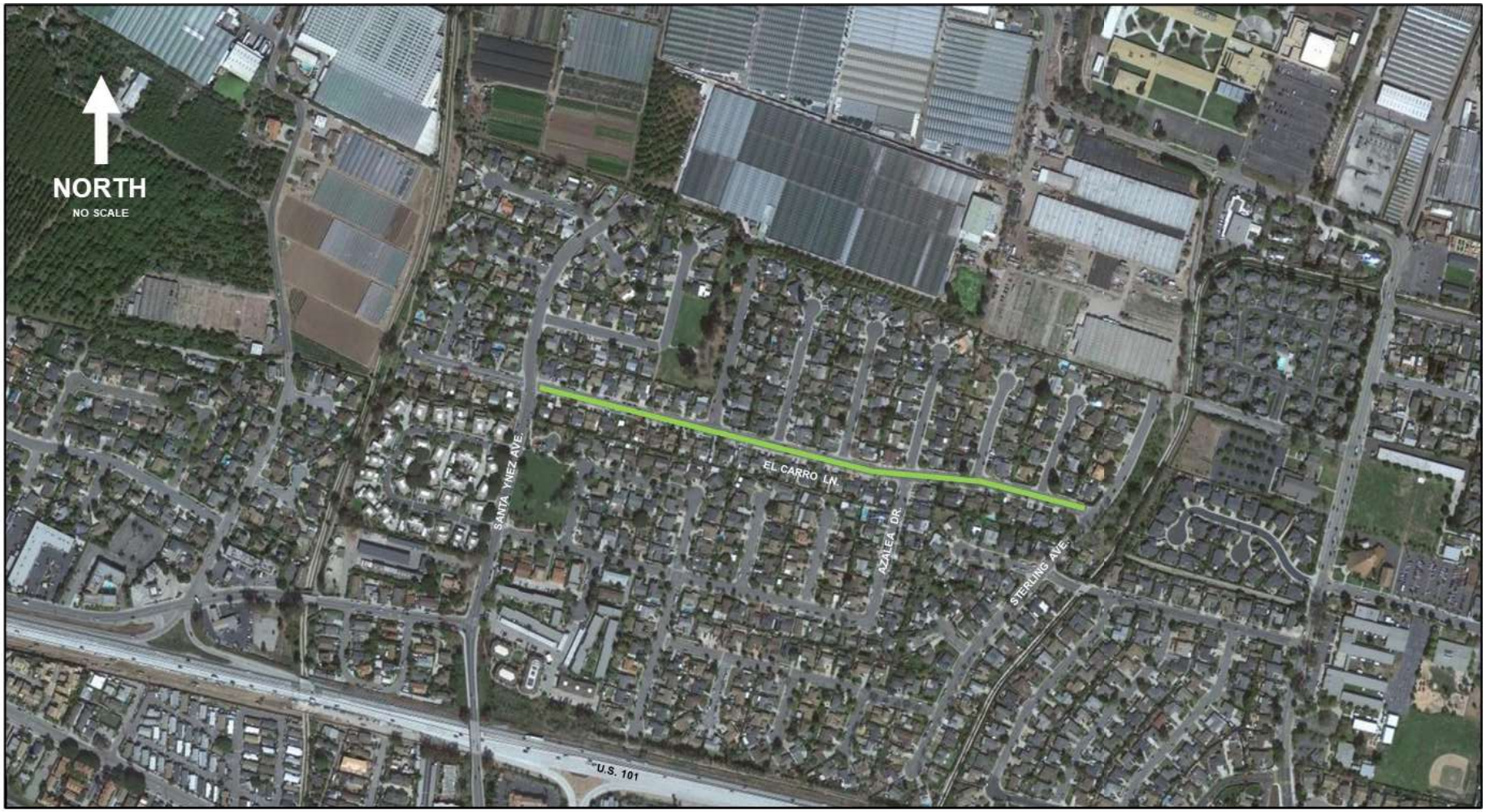
Location Map



SOURCE: GOOGLE. 2022

LEGEND

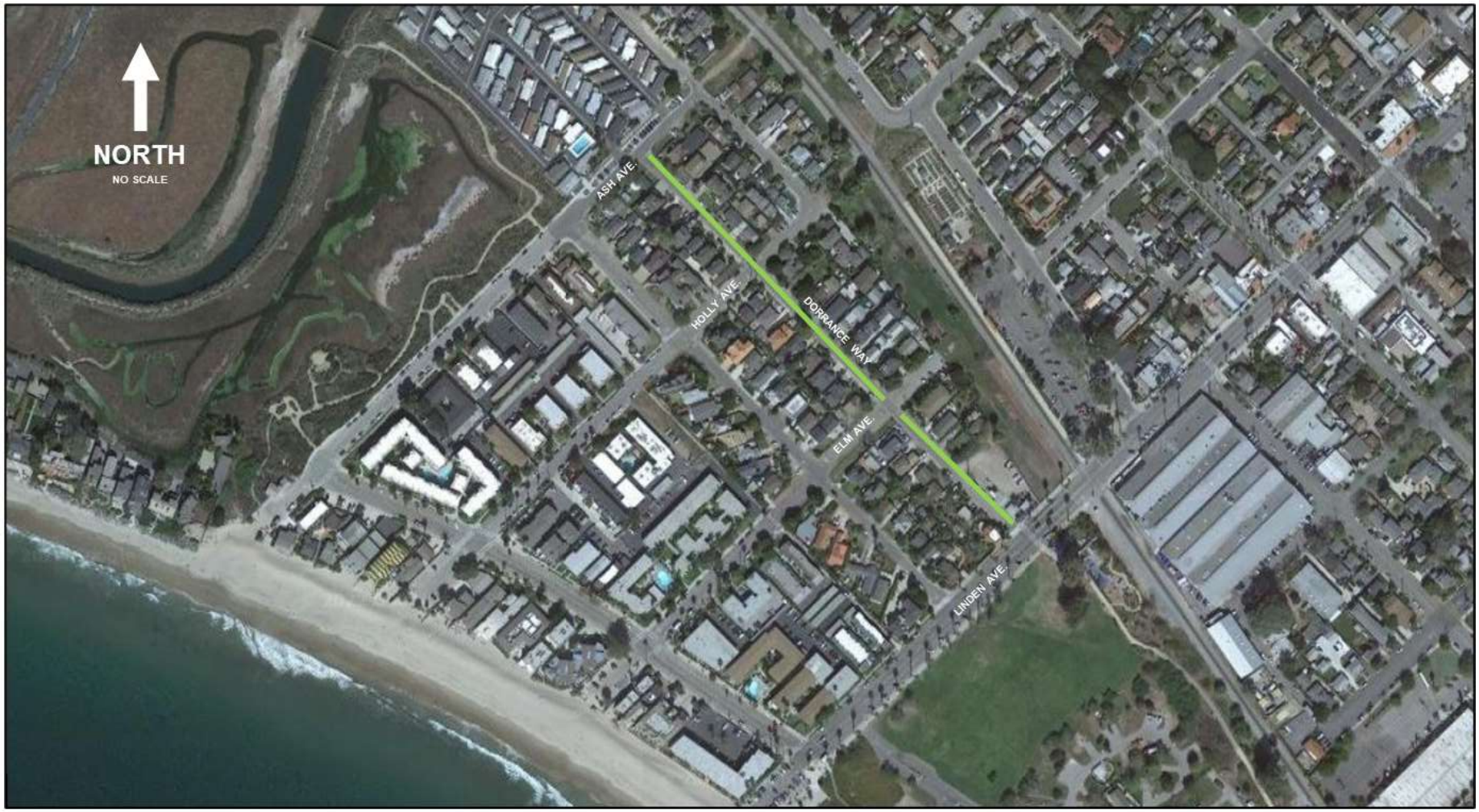
Proposed Street



SOURCE: GOOGLE. 2022

LEGEND

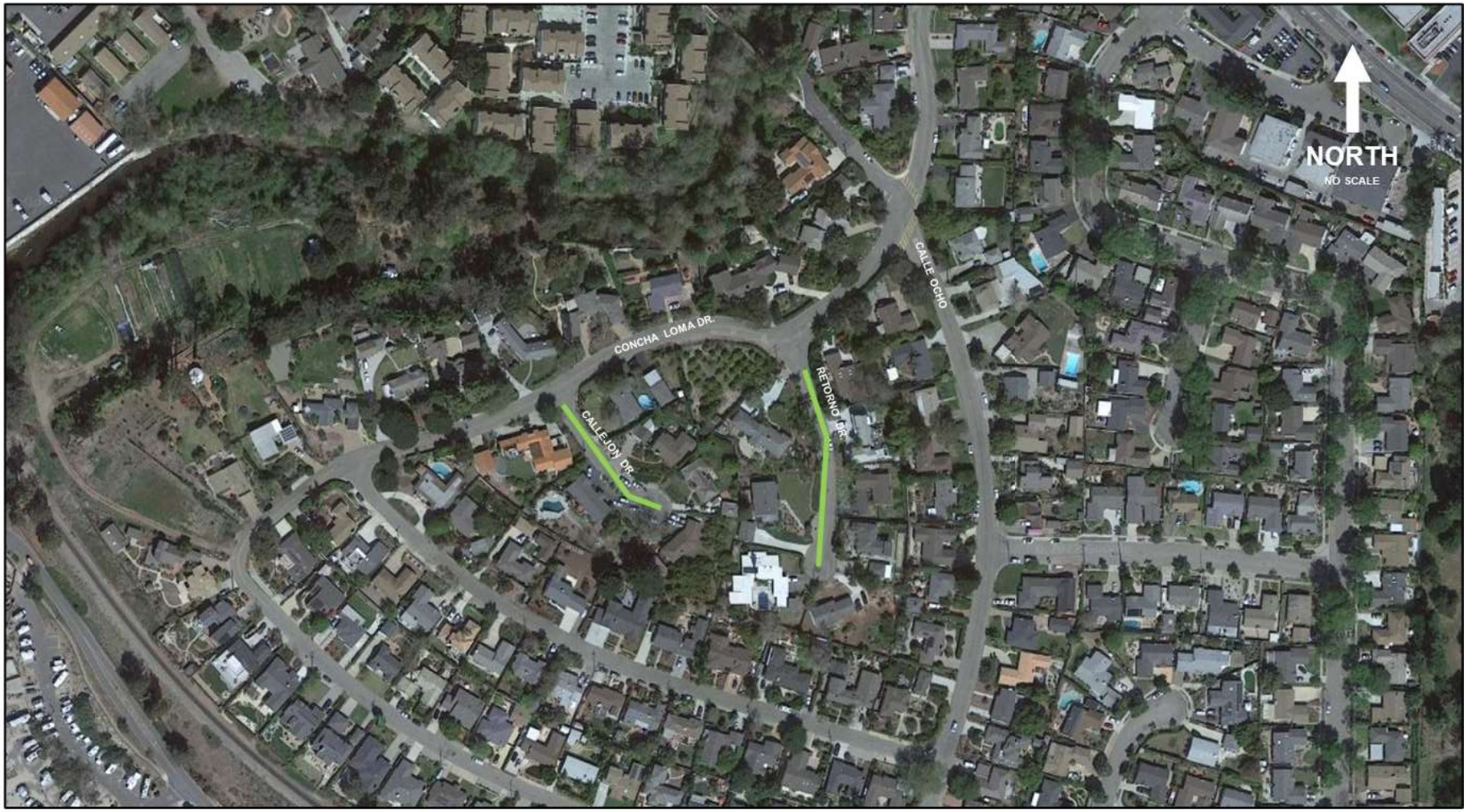
Proposed Street



SOURCE: GOOGLE. 2022

LEGEND

Proposed Street



SOURCE: GOOGLE. 2022

LEGEND

Proposed Street



SOURCE: GOOGLE. 2023

LEGEND

Proposed Street



SOURCE: GOOGLE 2024

LEGEND

Proposed Street

ATTACHMENT B

Closeout Agreement and Release of Claims

CLOSEOUT AGREEMENT AND RELEASE OF CLAIMS

THIS AGREEMENT AND RELEASE OF CLAIMS (Agreement) is made in Carpinteria, California, this 24th day of March, 2025, by and between the City of Carpinteria, (Owner), and Toro Enterprises, 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 Five Million Four Hundred Sixteen Thousand Two Hundred Seventeen Dollars and Zero Cents ($5,416,217.00), for the original Contract amount, and the sum of One Hundred Twenty-One Thousand Six Hundred Sixty-Four Dollars and Two Cents ($121,664.02) for Contract Change Order Nos. 1 through 6, receipt of which is acknowledged, 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 April 8, 2024, for Owner, project described as 2022 Pavement Rehabilitation Project.

   B. Contract Change Order Nos. 1 through 6, as approved by the parties, dated October 15, 2024; October 15, 2024; December 16, 2024; December 17, 2024; December 19, 2024; and February 19, 2025; respectively.

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	$5,416,217.00
Original Working Days	120 days
Adjusted Contract Price	$5,537,881.02
Adjusted Working Days	159 days

6. The current amount owing to Contractor is:

Adjusted Contract Price:		$5,537,881.02
Less:	Amount Previously Paid (Request Nos. 1 through 8)	$(5,260,986.97)
	Retention	$(276,894.05)
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

Agenda Section: Administrative Matters
Agenda Item No.: 14
Council Meeting Date: March 24, 2025

City of Carpinteria

COUNCIL AGENDA STAFF REPORT

ITEM FOR COUNCIL CONSIDERATION

Approval of the Amended Agreement between the City of Carpinteria and South Coast Community Media Access Center (dba TV Santa Barbara).

STAFF RECOMMENDATION

Authorize the City Manager to Approve the Amended Agreement between the City of Carpinteria and South Coast Community Media Access Center.

Sample Motion: I move to authorize the City Manager to sign the Amended Agreement between the City of Carpinteria and South Coast Community Media Access Center. *(This motion requires a roll call vote.)*

BACKGROUND

The history of Carpinteria's involvement with public access television began in 1981 with the City of Santa Barbara's creation of the Cable Television Advisory Committee (CTAC), and continued in 1985 with the establishment of the Public Access Advisory Committee (PAAC). During this time and through 2003, Public and Educational Access programming was managed by Cox Communications.

In 2001, Santa Barbara County staff recommended that Public and Educational Access television would be best served by a non-profit organization. After much discussion and planning by the PAAC members, the Community Media Access Cetner (CMAC) was officially established on January 1, 2003. CMAC is responsible for the operation of both Public Access (Channel 17) and Educational Access (Channel 71) in the cable franchise areas served by Cox Communications. In addition to programming, CMAC provides Carpinteria residents with access to equipment and studio space that can be used for community-based programming.

In November 2004, the City entered into an agreement with CMAC, which expired in October 2018. The second agreement was executed in August 2019 and expired in August 2022. On March 25, 2024, the City Council approved a successor Agreement between the City and CMAC, including the additional requests of broadcasting the

Architectural Review Board meetings on GATV, Granicus, and Zoom as well as adding Zoom broadcast to Planning Commission meetings.

The purpose of this agenda matter is for the Council to consider authorizing the City Manager to approve an amended and extended Agreement between the City and CMAC.

DISCUSSION

Key terms and changes to the amended agreement include:

- City standard template agreement terms.
- Revising and simplifying the term of the Agreement to conclude on June 30, 2027 ("Initial Term") with an option to extend for up to two (2) one-year terms ("Extension Term").
- Annual agreement price: Not-to-exceed $65,000 ($15,000 flat fee and $85 per hour per employee for an additional not-to-exceed $50,000)
- Remove hourly-rate increase on April 1, 2027: Amended agreement will propose language allowing both parties to meet in good faith and negotiate any adjustments to the compensation rates and/or other relevant terms prior to the expiration of the Initial Term or any Extension Term.

POLICY CONSISTENCY

The proposed agreement with TVSB is in line with the City's mission statement in that *"Government in Carpinteria shall be open, honest and equitable and shall encourage, to the fullest extent possible, public participation in the decision-making process."*

The agreement is also consistent with the adopted Primary Goal #1 (Enhance public outreach, education and transparency) from the Fiscal Year 2024-25 Annual Work Plan.

FINANCIAL CONSIDERATIONS

No Additional Funding Requested. There is sufficient budget in 217-161-5201 – [Professional Services] for services for the remainder of this fiscal year.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

The City Attorney's Office has reviewed the draft amended & extended agreement.

OPTIONS

1. Authorize the City Manager to Approve the Amended Agreement between the City of Carpinteria and South Coast Community Media Access Center. *(Staff recommendation)*
2. Do not Authorize the City Manager to Approve the Amended Agreement between the City of Carpinteria and South Coast Community Media Access Center and direct staff as appropriate.

PRINCIPAL PARTIES EXPECTED AT MEETING

None

ATTACHMENTS

None

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

Signature

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

Signature

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

Signature

Agenda Section: Administrative Matters
Agenda Item No.: 15
Council Meeting Date: March 24, 2025

City of Carpinteria

COUNCIL AGENDA STAFF REPORT

ITEM FOR COUNCIL CONSIDERATION

Adoption of an Electronic Signature Policy.

STAFF RECOMMENDATION

Adopt Resolution No. 6374, establishing an Electronic Signature Policy.

Sample Motion: I move to adopt Resolution No. 6374, as read by title only.

BACKGROUND

In 1995, the California Legislature enacted Government Code Section 16.5, authorizing public entities to accept digital signatures, provided they meet specific verification standards. Four years later, in 1999, California adopted its version of the Uniform Electronic Transactions Act (UETA) (California Civil Code Sections 1633.1 to 1633.17), ensuring that electronic signatures would hold the same legal weight as traditional wet or manual signatures. In August 2016, Governor Brown signed AB 2296 into law, clarifying that both electronic and digital signatures could be used by state and local agencies, and that a digital signature, as defined in Government Code Section 16.5, is a type of electronic signature.

An electronic signature is defined as an electronic mark, sound, or process that is logically linked to an electronic record and executed or adopted by a person with the intent to sign the record. A scanned signature is an example of an electronic signature. A digital signature, which is a specific type of electronic signature, is defined as an electronic identifier created by a computer, with the intention of providing the same legal effect as a manual signature. Examples of digital signatures include those input through an Electronic Signature Service Provider (such as Adobe Sign or DocuSign), which typically include details like the date/time of signing and authentication information (such as the signer's email address and/or IP address).

The City is looking to streamline its document-signing process with external partners to enhance productivity and reduce resource usage. Digital signatures will be used for most contracts that do not require notarization, which represents the majority of the City's executed contracts.

The purpose of this agenda matter is for the Council to consider adopting Resolution No. 6374, to establish the City's Electronic Signature Policy.

DISCUSSION

Government Code Section 16.5 states that "in any written communication with a public entity… where a signature is required or used, any party involved in the communication may affix a signature using a digital signature that meets the requirements outlined in this section." A digital signature will have the same legal effect as a manual "wet" signature, provided it satisfies the following conditions:

1. It is unique to the individual using it;
2. It is capable of being verified;
3. It is solely controlled by the person using it;
4. It is linked to data in such a way that any changes to the data invalidate the digital signature; and
5. It complies with the regulations set by the Secretary of State.

Additionally, Government Code Section 16.5 specifies that the use or acceptance of a digital signature is optional for the parties involved in a transaction, and nothing in the law mandates a public entity to use or accept documents containing a digital signature.

The proposed policy provided as Exhibit 1 to Attachment A, defines electronic and digital signatures and outlines which City documents can be signed electronically or digitally, and which require a manual "wet" signature. It applies to all signatures used in the processing of City documents, as permitted by law, assuming the City signer has been authorized to sign in accordance with the City Council, City policy, or relevant law. The City Manager has the discretion to approve the use of electronic signatures. If there is uncertainty regarding the use of electronic signatures under applicable laws, departments may consult with the City Clerk and City Attorney for guidance.

The City Manager or City Clerk, in consultation with the City Attorney, has the authority to create and amend administrative policies and procedures as necessary to implement this policy. Regular reviews will be conducted to ensure the continued relevance and applicability of electronic signatures.

POLICY CONSISTENCY

The Electronic Signature Policy aligns with the City's Fiscal Year 2024/25 Annual Work Plan, specifically Primary Goal #1 – "Enhance Public Outreach, Education, and Transparency." By reducing paper records and supporting the future implementation of an Electronic Records Management Program, the policy will improve access to City records for both the public and staff.

FINANCIAL CONSIDERATIONS

No Additional Funding Requested. Minimal staff time to prepare the report is included in the Adopted FY 2024-25 General Fund Budget. The City currently has Adobe Acrobat Sign to use for digital signatures once this Policy is adopted. Should the City wish to purchase another electronic signature service provider, such as DocuSign, staff would include the purchase in the Fiscal Year 2025-26 Budget.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

The City Attorney's Office has reviewed the Electronic Signature Policy and is available to respond to questions at the meeting.

OPTIONS

1. Adopt Resolution No. 6374, establishing an Electronic Signature Policy.
2. Decline to adopt Resolution No. 6374 and direct staff as appropriate.

PRINCIPAL PARTIES EXPECTED AT MEETING

There are no principal parties expected at the meeting.

ATTACHMENTS

A. Resolution No. 6374

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



Signature

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



Signature

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



Signature

ATTACHMENT A

Resolution No. 6374

RESOLUTION NO. 6374

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA ESTABLISHING AN ELECTRONIC SIGNATURE POLICY FOR SELECT CITY DOCUMENTS

WHEREAS, electronic signatures have become increasingly common in public and private transactions; and

WHEREAS, California Government Code Section 16.5 expressly authorizes municipalities to use electronic signatures with appropriate security standards in place; and

WHEREAS, the Uniform Electronic Transactions Act ("UETA" codified as California Civil Code Sections 1633.1 to 1633.17) generally governs the use of "electronic signatures" by parties to a transaction; and

WHEREAS, the technology implemented by the City for digital and electronic signatures will be in compliance with State law and the digital and electronic signature regulations set forth by the California Secretary of State; and

WHEREAS, using appropriate electronic signature technology would allow the City to collect and preserve signatures on documents quickly, securely, and efficiently, and also reduce the use of paper, facilitate document retention, and generally contribute to a sound City-wide records management system; and

WHEREAS, electronic signatures vary in their level of security, user-friendliness, and verifiability, the conditions under which they are accepted for public records are a governmental affair for the City to determine and for which the City may set policy; and

WHEREAS, the City seeks to provide its residents, businesses, vendors, and contractors the opportunity to submit information or transact business with the City electronically to the greatest extent practicable.

NOW, THEREFORE, BE IT RESOLVED as follows:

SECTION 1. The above recitals are true and correct, and incorporated herein by reference.

SECTION 2. The Carpinteria City Council hereby resolves that the City's Electronic Signature Policy, attached as Exhibit 1 to this resolution, is hereby adopted.

PASSED, APPROVED AND ADOPTED on the 24th day of March, 2025, by the following vote:

AYES: COUNCILMEMBER(S):

NOES: COUNCILMEMBER(S):

ABSENT: COUNCILMEMBER(S):

ABSTAIN: COUNCILMEMBER(S):

_____
Mayor, City of Carpinteria

ATTEST:

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

I hereby certify that the foregoing resolution was adopted at a regular meeting of the City Council of the City of Carpinteria held on March 24, 2025.

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

APPROVED AS TO FORM:

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

EXHIBIT 1 TO RESOLUTION NO. 6374

ELECTRONIC SIGNATURE POLICY

PURPOSE:

This Electronic Signature Policy ("Policy") establishes guidelines for the use of electronic signatures by the City of Carpinteria ("City") in place of a wet signature. The Policy aims to enhance productivity, streamline document processing, and support paperless workflows, reducing paper consumption and storage needs

POLICY:

It is the policy of the City to encourage the use of electronic signatures in internal and external activities, documents, and transactions when it is operationally feasible, where technology permits, and when it is otherwise appropriate at the discretion of the City Manager, in accordance with the provisions of this Policy. The City Manager has the discretion under this Policy to require a manual or "wet" signature instead of an electronic signature when deemed necessary.

Although the use of electronic signatures is encouraged where permitted, this Policy does not mandate the use of electronic signatures, nor can the City require that any third party signing a document use electronic signatures. The parties to a transaction must agree to conduct the transaction by electronic means using a City-approved signature method that complies with applicable laws and regulations, including the capability of all parties to retain and accurately reproduce the electronically signed document or record.

Affixing an electronic signature to a document in a manner consistent with this Policy will satisfy the City's requirement for signing a document. To the fullest extent permitted by law, the City accepts electronic signatures as legally binding and equivalent to handwritten signatures to signify an affirmation or agreement.

This Policy does not supersede any laws that specifically require a manual signature on a particular document for the same to be considered legally valid. Nothing in this policy prohibits the City Manager from exercising discretion to require a wet signature or higher form of secure electronic signature in a particular instance.

This Policy assumes the City signer has been given the authority to sign official City documents as determined by the City Council, City policy, or applicable law.

Definitions

Digital Signature: A digital signature is a type of electronic signature that meets specific security standards, ensuring authenticity, verification, and integrity. To be valid under Government Code Section 16.5, it must include the following attributes:

- It is unique to the person using it;
- It is capable of verification;
- It is under the sole control of the person using it;
- It is linked to data in such a manner that if the data are changed, the digital signature is invalidated; and
- It conforms to regulations adopted by the California Secretary of State.

Electronic: Refers to technology with electrical, digital, magnetic, wireless, optical, electromagnetic, or similar capabilities (see Civil Code Section 1633.2).

Electronic Record: A record that is created, generated, sent, communicated, received, or stored by electronic means (see Civil Code Section 1633.2).

Electronic Signature or eSignature: An electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record (see Civil Code Section 1633.2).

Proxy Signatures: Occur when one person authorizes another to sign on their behalf. Under this policy, proxy signatures are not allowed.

Record: Information inscribed on a tangible medium or stored in an electronic or other medium that is retrievable in perceivable form (see Civil Code Section 1633.2).

Legal Authority

This Policy authorizes the City to accept and approve electronic signatures in lieu of manual or "wet" signatures in compliance with the following legal requirements:

- In 1995, the California Legislature enacted AB 1577 which, among other things, added Government Code Section 16.5, to authorize public entities to accept digital signatures if they comply with stringent verification requirements.

- In 1999, California adopted a version of the Uniform Electronic Transactions Act ("UETA") (California Civil Code Sections 1633.1 to 1633.17), providing that electronic signatures would have the same legal effect as a wet or manual signature.

- In 2000, the Federal Government enacted the Electronic Signatures in Global and National Commerce Act ("ESIGN") (15 USC Section 7001 et seq.), which

mandated the same treatment of electronic signatures to non-electronic ones in interstate or foreign commerce.

- In 2016, the California Legislature enacted AB 2296, which amended Government Code Section 16.5 to clarify that a digital signature may be used to satisfy the requirements of an electronic signature under UETA. An electronic signature includes a digital signature under Government Code Section 16.5 and a digital signature under those provisions is a type of an electronic signature as set forth in the UETA. The bill also specified that if a public entity elects to use a digital signature that meets specified requirements, the digital signature has the same force and effect of a manual signature in any communication with the public entity.

Records Retention

It is the responsibility of the City Clerk to retain and store signed documents in accordance with City-wide records retention requirements. Documents signed with electronic signatures must be retained with all relevant data related to the signature (i.e. date/time signed, IP address, etc.).

PROCEDURES:

The following procedures govern the management and use of electronic signatures:

Types of Electronic Signatures

This policy recognizes two types of ways a document can be signed electronically:

1. **Electronic Signature**: An electronic sign, sound, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the record. *Example: A scanned signature.*

2. **Digital Signature**: A more secure subset of electronic signatures, created by a computer and intended to have the same legal effect as a manual signature. Digital signatures must include authentication features such as date/time stamps, email verification, and IP address tracking. *Example: A signature entered through an Electronic Signature Service Provider (e.g., Adobe Sign or DocuSign).*

Use of Electronic and Digital Signatures

Pursuant to this policy, some documents may be signed electronically, while others require a manual ("wet") signature. The following sections outline where electronic, digital, and wet signatures are permitted or required.

Documents Requiring a Wet Signature (Electronic Signatures Not Allowed)

Documents requiring notarization or recording with the County Recorder (e.g., Subdivision Maps, Deeds, Regulatory Agreements)
Transactions involving transfers of interest in real property, banking, or securities.
Documents that do not use an approved electronic signature technology
Bonds
Initiative, Referendum, or Recall Petitions
Any other document required by law to contain a manual or "wet" signature

Documents That May Be Signed with an Electronic Signature and/or Digital Signature

Electronic signatures, including digital signatures, are permitted for the following documents, as allowed by law:

Contracts, Agreements, Memorandum of Understandings (MOUs), Change Orders, and Task Orders
Internal memos, staff reports and correspondence
Employee forms
Certificates
Permits and applications
Internal financial approvals
Oath of office
Record destruction requests
Most City-generated forms used to verity, authorize, submit, or request information
The City requires that various internal transactions be approved by an employee, supervisor, department head or other City staff, and these approvals may be signed by electronic signature

Documents Requiring a Digital Signature (if Signed Electronically)

The following documents must use a digital signature (not a standard electronic signature) if signed electronically:

Brown Act Body Minutes, Resolutions, and Ordinances
FPPC Reports, Statements, Forms or other documents filed under the Political Reform Act and filled with the City (FPPC reg. 18104)
Grant Documents
Waivers (limited to City events, recreation classes, and camps) - *The waiver should be reviewed by the City Attorney and Risk Management prior to distributing it for signature.*

Responsibilities

1. The City Manager or the City Clerk, in consultation with the City Attorney, shall have the authority to develop administrative policies and procedures to the extent necessary to implement the terms of this Policy and to make amendments thereto.

2. The Management Information Services Division under the Administrative Services Department, in consultation with the City Clerk and the City Attorney, will be responsible for determining acceptable technologies and electronic signature providers consistent with current State legal requirements and industry best practices to ensure security and integrity of data and the signature.

    a. As of the date of this Policy, the following technologies are approved for both electronic and digital signatures:
        i. DocuSign
        ii. Adobe Sign

    b. As of the date of this Policy, the following technologies are approved for electronic signatures only:
        i. Microsoft Word
        ii. Other software that allows electronic signatures but does not provide digital signature encryption or authentication

3. The City Manager or the City Clerk, in consultation with the City Attorney, shall further determine the documents for which the City will accept electronic signatures consistent with applicable laws and regulations. Periodic reviews will be implemented for appropriateness and continued applicability of electronic signatures.

4. The City Manager has discretion to decide whether to permit the use of electronic signatures for its purposes. In cases of uncertainty, the departments should work with the City Attorney's Office to determine whether applicable laws permit an electronic signature to be used before proceeding (if not addressed in the list of documents set forth above).

5. The City Manager has the discretion to accept, or authorize the acceptance of an electronic signature, when, in consultation with the City Attorney as necessary, the circumstances surrounding the transaction address authentication and security concerns and electronic signatures are not otherwise prohibited by applicable law.

Agenda Section: Public Hearing
Agenda Item No.: 16
Council Meeting Date: March 24, 2025

City of Carpinteria

COUNCIL AGENDA STAFF REPORT

ITEM FOR COUNCIL CONSIDERATION

Proposition 218 Protest Hearing for Proposed 5% Increase to City of Carpinteria's ("City") Solid Waste AB 939 Program ("Solid Waste Program") fee ("AB 939 Fee")

STAFF RECOMMENDATION

1. Conduct a public hearing to accept both written and verbal protests submitted in response to the City's proposed 5% increase to its AB 939 Fee, track the number of protests, and, if the number of written protests received does not constitute a majority, make a finding that there is not a majority protest and that the Council can approve the proposed increase.

2. Approve and adopt Resolution No. 6371 titled "Increasing the AB 939 Fee and Amending and Restating the Amended and Restated Franchise Agreement for Solid Waste Handling Services Between the City of Carpinteria and E.J. Harrison & Sons, Inc. to Reflect This Change."

Sample Motion: I move to approve Resolution No. 6371, as read by title only.

(motion requires a 4/5th roll call vote)

BACKGROUND

Since 1993, the City of Carpinteria has contracted with E.J. Harrison & Sons, Inc. ("Harrison"), pursuant to a franchise agreement for solid waste handling services. In addition to regular solid waste handling services such as trash, recycling, and organic waste, the City's franchise agreement includes local programs such as the annual household goods disposal day, bulky item pickups for all residences, servicing public battery drop-off locations, and a free sharps container mail back program.

On May 23, 2022, the City Council adopted Resolution No. 6131, authorizing execution of a revised Franchise Agreement for Solid Waste Handling Services ("Franchise Agreement"), which incorporated expanded organic waste disposal programs, assistance meeting procurement targets related to Senate Bill ("SB") 1383, and incorporated bulky item pickup for multifamily residential properties. On June 10, 2024, the City Council

adopted Resolution No. 6324, authorizing execution of an Amended and Restated Franchise Agreement for Solid Waste Handling Services Between the City of Carpinteria and E.J. Harrison & Sons, Inc. ("Amended and Restated Franchise Agreement"), to incorporate new multi-family maximum rates, strengthen enforcement language, and remove an exception for service to California State Parks.

Pursuant to the terms of the Amended and Restated Franchise Agreement, Harrison collects a Solid Waste AB 939 Program ("Solid Waste Program") fee ("AB 939 Fee") to cover expenses directly related to the City's administration of its Solid Waste Program.[1] The City's expenses for implementing its Solid Waste Program have increased in recent years, resulting in the City's subsidization of this program.

The purpose of this agenda item is for the City Council to hold a public hearing to consider the proposed increase to the AB 939 Fee to offset the City's increased costs to administer its Solid Waste Program. Additionally, the City Council will consider adopting Resolution No. 6371, titled "Increasing the AB 939 Fee and Amending and Restating the Amended and Restated Franchise Agreement for Solid Waste Handling Services Between the City of Carpinteria and E.J. Harrison & Sons, Inc. to Reflect This Change", which is included as Attachment B.

To authorize Harrison to collect this increased AB 939 Fee, the City must further amend the Amended and Restated Franchise Agreement. Additionally, because Harrison is proposing to collect the increased AB 939 Fee as a portion of their service rates, there will be a corresponding increase to Harrison's Maximum Rates.[2] This change to the Maximum Rates will be automatic since the AB 939 Fee is a governmental fee and the Maximum Rates are only being increased to cover the proposed AB 939 Fee. (*See* Amended and Restated Franchise Agreement, Art. 12.4.)

In compliance with Article XIIID of the California Constitution, public notice of the time and place of the hearing, as well as reason for the proposed increase to the AB 939 Fee, was mailed out to all customers and/or the property owners of record receiving solid waste hauling services ("Notice"). A copy of this Notice is attached as Attachment B. At the hearing, the City Council will consider all written and oral comments received; however, only written protests will be included in the official tabulation of protests. If protests against the rate increase are not received from a majority, then the City Council is authorized to impose the proposed AB 939 Fee increase. At the time of publishing of this staff report,

[1] Assembly Bill (AB) 939, also known as the Integrated Waste Management Act, (Pub. Res. Code section 40000, *et seq.*) ("AB 939"), was enacted in 1989 with the goal of reducing the amount of material that is deposited in landfills. To accomplish this goal, AB 939 created waste diversion mandates, established permitting and enforcement mechanisms, and authorized local jurisdictions to impose fees to establish, implement, and administer solid waste programs.

[2] AB 939 Fees are calculated as a percentage of gross receipts and are collected by Harrison and passed on to the City to fund operation of the City's Solid Waste Program. These payments are remitted to the City on a quarterly basis.

the City had not received any written protests. If the City Council votes to approve the proposed AB 939 Fee increase, the increase would be effective on May 1, 2025.[3]

DISCUSSION

Solid Waste Program Expenditures

AB 939 Fees support operation of the City's Solid Waste Program, including regulatory compliance with State requirements such as SB 1383. AB 939 Fees also currently fund:

- Operation of the City's street sweeping program;
- Maintenance and replacement of public waste receptacles;
- Expanded hazardous materials disposal services for residents;
- Increased community outreach to help residents and businesses comply with new regulations[4];
- City-run events, including community cleanups, composting workshops and giveaways, and fix-it fairs; and
- Staff time to manage and improve the above programs.

AB 939 Fees are currently set at 8% of gross receipts for all residential customers and 6% of gross receipts for all commercial customers (Amended and Restated Franchise Agreement, Arts. 12.2.) In 2024, the City collected approximately $280,000 in AB 939 Fee revenue. The proposed 5% increase to AB 939 Fees is projected to generate approximately $263,000 for fiscal year ("FY") 2025-2026, all of which would be transmitted to the City and dedicated to the administration of the City's Solid Waste Program.[5]

As noted above, the City's expenses for implementing its Solid Waste Program have increased over the past several years. These increases in costs, without corresponding increases in AB 939 Fee revenue, have resulted in City's subsidization of its Solid Waste Program of between $175,000 to $200,000 each year since FY 2023/2024. Without the increased revenue from an AB 939 fee increase, this subsidy is expected to increase annually due to new regulatory requirements and the associated cost to implement them.

To address this deficiency in AB 939 Fee revenue to cover the costs of the City's Solid Waste Program, the City is proposing a 5% increase to its AB 939 Fee. If the City Council approves this proposed increase, AB 939 Fees will be set at 11% for commercial customers and 13% for residential customers. The impact to residential and commercial customers is shown in Table 1 of select residential and commercial rates. By adopting Resolution No. 6371, attached as Attachment A, the increased rates would be effective

[3] Pursuant to the Amended and Restated Franchise Agreement, Harrison is required to provide a minimum of 15 days written notice to all customers of changes to the Maximum Rate. (*See* Amended and Restated Franchise Agreement, Art. 12.4.)
[4] https://carpinteriaca.gov/public-works/sustainability-and-environment-division/solid-waste-program/recycling-guidelines/
[5] This figure does not include any increase that Harrison may request for FY 2025-2026.

May 1, 2025. A copy of the Second Amended and Restated Franchise Agreement, incorporating the proposed AB 939 Fee increase is attached to Resolution No. 6371 as Exhibit 1. The Second Amended and Restated Franchise Agreement includes an updated maximum rate schedule, as shown in Exhibit B of the agreement.

Table 1. Maximum Rates Effective May 1, 2025

Types	Description	Current Rate	Proposed Rate (5% increase)
Minimum Service	32 gallon trash, 96 gallon recycle, 96 gallon organics	$35.02	$36.77
Basic Service	64 gallon trash, 96 gallon recycle, 96 gallon organics	$38.28	$40.19
High Volume	96 gallon trash, 96 gallon recycle, 96 gallon organics	$58.70	$61.64
Bin Service	3 cubic yard bin, 96 gallon recycle, 96 gallon organics	$277.22	$291.08

The City's solid waste customers have historically benefitted from lower service rates than those of customers in nearby jurisdictions. As shown in Table 2, service rates within the City remain competitive compared to neighboring jurisdictions even with the proposed 5% increase in AB 939 Fees.

Table 2: Neighboring Jurisdictions Solid Waste Rate Comparison

Jurisdiction	Base Rate for 64-gallon Service
City of Carpinteria	$40.19 (proposed maximum rate)
City of Goleta	$43.97
County of Santa Barbara	$62.86
County of Ventura	$41.24

The proposed amendments detailed above were presented to the City's Sustainability Subcommittee on May 14, 2024, and May 28, 2024. Following their consideration, the Sustainability Subcommittee recommended City staff bring this matter before the City Council for approval.

POLICY CONSISTENCY

Increasing AB 939 Fees to recover the City's costs of operating its Solid Waste Program is consistent with the City's Annual Work Plan Primary Goal #3: Take Steps to Address the Fiscal Sustainability of the City.

The recommendations are also consistent with the solid waste management objectives and policies in the Public Facilities and Services Element of the General Plan and Local

Coastal Plan, and both the Sustainable Community Policy and the Environmentally Preferable Purchasing Policy.

FINANCIAL CONSIDERATIONS

While the cost to implement new regulations and other programs has risen over time, the number of customers has remained relatively low. Because solid waste fees are tied to the number of customers, this has resulted in requiring subsidies for the City's continued operation of its Solid Waste Program from other funding sources. For FY 2025-2026, the proposed 5% increase to AB 939 Fees is projected to generate approximately an additional $263,000 for a total of $543,000, all of which would be transmitted to the City and dedicated to the administration of the City's Solid Waste Program.[6]

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

The City is complying with Proposition 218 in increasing its AB 939 Program Fee. The City Attorney's Office will be available to answer questions, if any, at the public hearing.

OPTIONS

1. Approve and adopt Resolution No. 6371 (Staff recommendation).

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

PRINCIPAL PARTIES EXPECTED AT MEETING

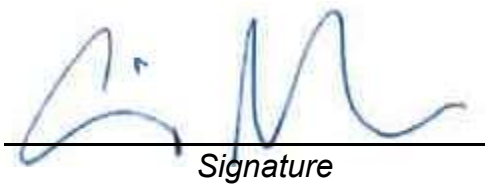
None.

ATTACHMENTS

Attachment A: Resolution No. 6371
Exhibit 1: Second Amended and Restated Franchise Agreement

Attachment B: Notice

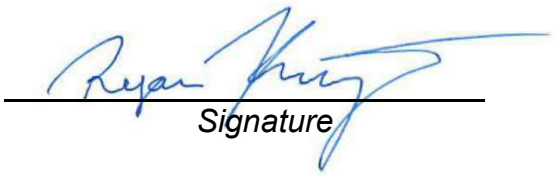
Staff contact:
Erin Maker, Environmental Program Manager
(805) 880.3415, erinm@carpinteriaca.gov



Signature

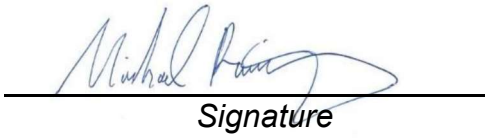
[6] This figure does not include any increase that Harrison may request for FY 2025-2026.

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



Signature

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



Signature

ATTACHMENT A

Resolution No. 6371

RESOLUTION NO. 6371

A RESOLUTION OF THE CITY OF CARPINTERIA CITY COUNCIL INCREASING THE SOLID WASTE AB 939 PROGRAM FEE AND AMENDING AND RESTATING THE AMENDED AND RESTATED FRANCHISE AGREEMENT FOR SOLID WASTE HANDLING SERVICES BETWEEN THE CITY OF CARPINTERIA AND E.J. HARRISON & SONS, INC. TO REFLECT THIS CHANGE.

WHEREAS, Article XI, Section 7 of the California Constitution authorizes cities to protect the public health and safety by taking measures in furtherance of their authority over police and sanitary matters; and

WHEREAS, in 1989 the California State Legislature passed Assembly Bill ("AB") 939, which enacted the California Integrated Waste Management Act of 1989 (Pub. Res. Code § 4000, *et seq.*) (the "Act"); and

WHEREAS, the Act was enacted with the goal of reducing the amount of material that is deposited in landfills; and

WHEREAS, to accomplish this goal, the Act created waste diversion mandates, established permitting and enforcement mechanisms, and authorized local jurisdictions to impose fees to establish, implement, and administer solid waste programs; and

WHEREAS, Chapter 8.08 of Title 8 of the Carpinteria Municipal Code ("CMC") implements Article XI, Section 7 of the California Constitution and the Act; and

WHEREAS, City of Carpinteria ("City") adopted Resolution No. 6131 on May 23, 2022, granting E.J. Harrison & Sons, Inc. ("Harrison") an exclusive franchise to provide solid waste hauling services within City boundaries, effective July 1, 2022 ("Franchise Agreement"); and

WHEREAS, City adopted Resolution No. 6324 on June 10, 2024, amending and restating the Franchise Agreement, effective July 1, 2024 ("Amended and Restated Franchise Agreement"); and

WHEREAS, In compliance with the Act, the City has operated a solid waste program ("Solid Waste Program") for decades; and

WHEREAS, Public Resources Code Section 41901 authorizes the City to impose fees to cover the costs related to administration and implementation of its Solid Waste Program; and

WHEREAS, Consistent with the terms of the Amended and Restated Agreement, Harrison currently collects a solid waste program fee ("AB 939 Fee") that it passes on to the City to fund the City's operation of its Solid Waste Program; and

WHEREAS, the City's AB 939 Fee is calculated as a percentage of Harrison's gross receipts and currently set at 8% of gross receipts for residential customers and 6% of gross receipts for commercial customers; and

WHEREAS, over the past several years, City's expenses for implementing its Solid Waste Program have increased; and

WHEREAS, these increases in costs have outpaced the City's AB 939 Fee revenue and forced the City to subsidize the costs of implementing its Solid Waste Program in amounts between $175,000 and $200,000 annually since fiscal year 2023/2024; and

WHEREAS, without an increase in revenues from AB 939 Fees, the City expects this subsidy to increase annually due to new regulatory requirements and the associated cost to implement them; and

WHEREAS, to address this deficiency in AB 939 Fee revenue to cover the costs of the City's Solid Waste Program, the City is proposing a 5% increase to its AB 939 Fee; and

WHEREAS, the City has opted to comply with Proposition 218 in the interest of transparency, and without conceding the applicability of Article XIII D of the California Constitution, ("Proposition 218") to AB 939 Fees or privately provided solid waste service; and

WHEREAS, California law requires certain changes to property-related fees be adopted or approved in accordance with the procedures and substantive requirements outlined in Proposition 218; and

WHEREAS, in conformity with law, notice of the time and place of the hearing, as well as reason for the proposed increase to the AB 933 Fee, was mailed out to all customers and/or the property owners of record within the City receiving solid waste hauling services ("Notice"); and

WHEREAS, pursuant to the Notice, the City Council set 5:30 pm on Monday, March 24, 2025 at City Hall as the time and place for a public hearing to hear public testimony and any protests to the City's proposed increase of its AB 939 Fee; and

WHEREAS, the public hearing was duly convened by the City Council at the time and place indicated in the Notice and all public testimony and protests to the proposed AB 939 Fee increase received by the City Clerk were presented to the Council; and

WHEREAS, the City Council duly heard all interested persons desiring to be heard and duly considered all public testimony and protests; and

WHEREAS, the City Council may not impose the proposed AB 939 Fee increase if written protests are presented by a majority; and

WHEREAS, as of March 20, 2025, no protests had been received; and

WHEREAS, if the Council votes to approve the proposed increase, the City must amend the Amended and Restated Agreement to authorize Harrison to collect the increased AB 939 Fee; and

WHEREAS, because (as is consistent with their current practice) Harrison proposes to collect the increased AB 939 Fee as a portion of their service rates, approval of the proposed increase will result in a corresponding increase to Harrison's maximum rates, as set forth in Exhibit B to the Amended and Restated Agreement; and

WHEREAS, the proposed changes to the maximum rates are solely due to the City's increased AB 939 Fee; and

WHEREAS, the Amended and Restated Agreement characterizes AB 939 Fees as governmental fees; and

WHEREAS, as a result, if the Council votes to approve the proposed increase, this change to Harrison's maximum rates will be automatic; and

WHEREAS, even taking into account the proposed increase in AB 939 Fees, Harrison's service rates will remain among the lowest in the Central Coast region; and

WHEREAS, Harrison's maximum rates remain subject to existing annual rate escalation formulas and procedures, including an annual Consumer Price Index adjustment not to exceed 4%, as described in Section 12.3 of the Amended and Restated Agreement; and

WHEREAS, this Second Amended and Restated Franchise Agreement, does not instruct Harrison on its collection methods nor supervise the collection of solid waste.

NOW, THEREFORE, BE IT RESOLVED as follows:

SECTION 1. The above recitals are true and correct and are hereby incorporated.

SECTION 2. The City Council has determined that it is in the best interest of the public health, safety and well-being of the City and its residents to enter into this Second Amended and Restated Franchise Agreement.

SECTION 3. The City Council hereby makes the following findings:

1. Notice was mailed to all customers and/or the property owners of record within the City receiving solid waste hauling services in the time, form, and manner required by law.

2. At the time of the close of the public hearing, written protests against the proposed Solid Waste Program fee had not been filed by a majority.

3. In accordance with Article XIIID, Section 6, of the California Constitution, the amount of the AB 939 Fee charged to each parcel are maximums and do not exceed the proportional cost of providing the Solid Waste Program services to such parcel, the revenues derived from the AB 939 Fee do not exceed the funds required to provide the Solid Waste Program services, and all of the funds collected from the AB 939 Fee will be used to provide Solid Waste Program services.

4. Additionally, in accordance with Article XIIIC, section 1, of the California Constitution, the amount of the proposed AB 939 Fee is no greater than necessary to cover the reasonable costs of the Solid Waste Program and the manner in which the costs are allocated to a payor bear a fair and reasonable relationship to the payor's respective benefits received from the Solid Waste Program.

SECTION 4. In no event shall the AB 939 Fee collected exceed the proportional share attributable to each payor and/or cost of service attributable to each parcel.

SECTION 5. The City Council approves the proposed 5% AB 939 Fee increase.

SECTION 6. The Second Amended and Restated Franchise Agreement is hereby approved and adopted as set forth in Exhibit 1 to this Resolution. By the Second Amended and Restated Franchise Agreement, Harrison shall be authorized to collect the proposed AB 939 Fee increase as a part of their service rates. Harrison's maximum service rates shall be automatically adjusted as shown in Exhibit B to the Second Amended and Restated Franchise Agreement attached as Exhibit 1.

SECTION 7. Said Second Amended and Restated Franchise Agreement shall be effective May 1, 2025.

PASSED, APPROVED AND ADOPTED on March 24, 2025, by the following vote:

AYES: COUNCILMEMBER(S):

NOES: COUNCILMEMBER(S):

ABSENT: COUNCILMEMBER(S):

ABSTAIN: COUNCILMEMBER(S):

_____
Mayor, City of Carpinteria

ATTEST:

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

I hereby certify that the foregoing resolution was adopted at a regular meeting of the City Council of the City of Carpinteria held on March 24, 2025.

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

APPROVED AS TO FORM:

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

Exhibit 1 to Resolution No. 6371

Second Amended and Restated Franchise Agreement for Solid Waste Handling Services

Between City of Carpinteria and E.J. Harrison & Sons, Inc.

SECOND AMENDED AND RESTATED FRANCHISE AGREEMENT FOR SOLID WASTE HANDLING SERVICES

BETWEEN CITY OF CARPINTERIA AND E.J. HARRISON & SONS, INC.

CITY OF CARPINTERIA
May 2024

Franchise Agreement Effective Date: July 1, 2022

Amended and Restated Franchise Agreement Effective Date: July 1, 2024

Second Amended and Restated Franchise Agreement Effective Date: May 1, 2025

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ARTICLE 1 DEFINITIONS AND CONTRACT INTERPRETATION

Section 1.1 Definitions.

Unless the context otherwise requires, capitalized terms used in this Agreement shall have the meanings set forth in the definitions contained in Exhibit A.

Section 1.2 Interpretation.

1.2.1 Conflict of Definitions.

Whenever any term used in this Agreement has been defined by Chapter 8.08 of Title 8 of the Carpinteria Municipal Code and/or the Act, specifically California Public Resources Code Sections 40100, *et seq*., the definitions in the Carpinteria Municipal Code and the Act shall apply unless the term is otherwise defined in Exhibit A. In the event of a conflict between the definition of a term in the Carpinteria Municipal Code and/or the Act and in this Agreement, the definition in this Agreement shall prevail.

1.2.2 Gender.

Words importing the masculine gender include correlative words of the feminine and neuter genders and vice versa.

1.2.3 Headings, Font.

Any captions or headings are for convenience of reference only and do not control or affect scope, intent, meaning, construction, interpretation or effect of this Agreement. Any underlined, italicized, bold-faced, upper captioned or other font styles are for ease of reading and contract administration only and do not in any way imply relative importance or unimportance of any provision of this Agreement.

1.2.4 References to this Agreement.

References to Articles, Sections, Subsections and Exhibits refer to this Agreement, unless otherwise specified. All programs, policies, and protocols that are to be submitted by Contractor and referred to in this Agreement are incorporated by reference as though fully set forth herein.

1.2.5 Specific Not Limitation on Generalities.

The mention of any specific obligation under this Agreement may not be construed to limit or restrict any general liability or duty imposed upon Contractor elsewhere in this Agreement or under law.

1.2.6 Inconsistent or Conflicting Terms.

In the event of any contradictions or inconsistencies between any attached documents or exhibits incorporated by reference herein and the provisions of the Agreement itself, the terms of the Agreement shall control. Any exhibit that is attached and incorporated by reference shall be limited to the purposes for which it is attached, as specified in this Agreement.

ARTICLE 2 GRANT OF FRANCHISE; SCOPE OF AGREEMENT

Section 2.1 Binding Agreement.

In consideration of the mutual promises contained herein, City and Contractor agree to be bound by and comply with all of the obligations and requirements of this Agreement.

Section 2.2 Grant of Franchise; Scope.

2.2.1 Exclusive Franchise.

Through this Agreement, City grants to E.J. Harrison & Sons, Inc. ("Contractor") the exclusive right and privilege, except as provided in Section 2.3, to collect the following materials within the Service Area, as set forth in Article 5:

a. Solid Waste generated at Residential Premises, Commercial Premises and City Facilities Premises.
b. Source Separated Recyclables generated at Residential Premises, Commercial Premises and City Facilities Premises.
c. Organic Waste generated at Residential Premises, Commercial Premises, and City Facility Premises
d. Source Separated Food Waste generated at Residential Premises and Commercial Premises.
e. Unscheduled roll off and bin rental located at Residential Premises and Commercial Premises.
f. Materials generated by State facilities such as the Carpinteria State Beach Park

2.2.2 Franchise for Access to and Use of City Property.

Through this Agreement, City also grants to Contractor the right to access and use certain City-owned property necessary for collecting materials described in section 2.2.1 pursuant to Article 5. These rights exceed the scope, intensity, duration, type of authorized activity, or other form of extent of the rights of the general public and include, but are not limited to:

a. Regular use of City streets by heavy duty waste hauling vehicles, excluding damage greater than ordinary wear and tear as described in article 10.4.1.
b. Keys or combinations to access locked gates owned by the City.
c. Ability to remove solid waste from City property pursuant to this Agreement.
d. Ability to place trash bins or other receptacles within the public right-of-way or on City property.
e. Ability to access City buildings and yards for services detailed within this Agreement.

Section 2.3 Limitations on Scope of Exclusive Franchise.

2.3.1 Contractor Approval Not Required.

City may permit the Collection, Recycling and/or Disposal of any of the following by Persons other than Contractor without seeking or securing approval from Contractor:

a. Solid Waste, Recyclables, and Organic Waste which are transported personally by the Owner or Occupant of the Residential Premises or Commercial Premises at which they are generated to a Disposal Site or a Transfer and Processing Facility; and

b. Recyclables and Organic Wastes which are Source Separated by the Generator and sold or donated, including donations to youth, civic, or charitable organizations; and
c. Recyclable beverage containers delivered for Recycling under the California Beverage Container Recycling Litter Reduction Act, California Public Resources Code Sections 14500, *et seq*.; and
d. Animal waste and remains from slaughterhouse or butcher shops, grease waste, and used cooking oil; and
e. By-products of sewage treatment including sludge, sludge ash, grit, and screenings; and
f. Hazardous Waste and Household Hazardous Waste; and
g. Source Separated E-Waste and Source Separated U-Waste; and
h. Organic Waste composted at Residential Premises and Commercial Premises; and
i. Unscheduled roll off and bin rental services offered by another approved contractor; and
j. Unscheduled roll off and bin rental services offered by another approved contractor; and
k. The incidental removal of Solid Waste when the primary service performed is either of the following:
    i. Landscaping, gardening, weed or refuse abatement, yard clean-up, or grading of a lot; or
    ii. Construction, remodeling or demolition of a building or structure; and
l. Self-hauling is only permitted if an exemption of services letter from the property owner is on file with the Contractor and meets criteria defined by the Director, and pursuant to Section 16.3 of this Agreement. The letters shall be submitted annually to the Contractor to remain in effect.

Section 2.4 Enforcement of Exclusivity.

2.4.1 Enforcement by Contractor.

Contractor shall be responsible for enforcing the exclusivity of this Agreement.

2.4.2 Enforcement by City.

City shall reasonably assist Contractor in any efforts to enforce the exclusivity herein. City shall adopt such ordinances or other regulations as City deems to be necessary or desirable to protect the exclusive rights granted herein. City shall have the right, but not the obligation, to enforce the exclusivity herein, including by instituting appropriate legal proceedings and/or to request that Contractor do so. Contractor shall have an affirmative obligation to enforce such exclusivity provisions when requested to do so by City. Contractor shall reimburse City for its reasonable legal costs, extraordinary administrative costs, including staff time, or other expenses incurred in connection with City's actions to either enforce the exclusivity herein, or to assist Contractor in doing so.

Section 2.5 Boundary Changes.

Territory that is annexed into or detached from City boundaries shall be added to or removed from the Service Area covered by this Agreement.

ARTICLE 3 REPRESENTATIONS AND WARRANTIES OF CONTRACTOR AND CITY

Section 3.1 Contractor Representations and Warranties.

Contractor hereby covenants, represents, and warrants the following to City for the purpose of inducing City to enter into this Agreement, all of which shall be true as of the Effective Date of this Agreement:

3.1.1 Corporate Status.

Contractor is a corporation, duly organized, validly existing and in good standing under the laws of the State of California, and is qualified to do business in the State of California.

3.1.2 Corporate Authorization.

Contractor has the authority to enter into and perform its obligations under this Agreement. The directors of Contractor have taken all actions required by law, the articles of incorporation and bylaws or otherwise to authorize the execution of this Agreement.

3.1.3 Agreement Duly Executed.

The Persons signing this Agreement on behalf of Contractor have been authorized to do so and this Agreement constitutes a legal, valid and binding obligation of Contractor.

3.1.4 No Conflict with Applicable Law or Other Documents.

Neither the execution of this Agreement nor the delivery by Contractor of services nor the performance by Contractor of its obligations hereunder:

a. Conflicts with, violates or results in a breach of any existing Applicable Law;
b. Conflicts with, violates or results in a breach or constitutes a default under any term or condition of any existing judgment, order or decree of any court, administrative agency or other governmental authority, or of any existing agreement (including, without limitation, the certificate of incorporation of Contractor) or instrument to which Contractor is a party or by which Contractor or any of its properties or assets are bound; or
c. Will result in the creation or imposition of any encumbrance of any nature whatsoever upon any of the properties or assets of Contractor.

3.1.5 No Litigation.

There is no action, suit or other proceeding as of the Effective Date of this Agreement, at law or in equity, or to the best of Contractor's knowledge, any investigation, before or by any court or governmental authority, pending or threatened against Contractor, or otherwise affecting Contractor, which is likely to result in an unfavorable decision, ruling or finding, in any single case or in the aggregate, which would materially and adversely affect the validity or enforceability of this Agreement or any such agreement or instrument entered into by Contractor in connection with the transactions contemplated hereby, or which could materially and adversely affect the ability of Contractor to perform its obligations hereunder or which would have a material adverse effect on the financial condition of Contractor or the entity providing the guaranty of Contractor's performance.

3.1.6 Financial Condition.

Contractor has made available to City information on its financial condition. Contractor recognizes that City has relied on this information in evaluating the sufficiency of Contractor's financial resources to perform this Agreement. To the best of Contractor's knowledge, this information is complete and accurate, does not contain any material misstatement of fact and does not omit any fact necessary to prevent the information provided from being materially misleading.

3.1.7 Insurance and Bonds.

Contractor has the ability to procure all insurance policies and bonds or other security of performance required and as described in Article 17 and shall have procured all such insurance policies and bonds or other security of performance, which shall be in full force and effect on and as of the Services Initiation Date.

3.1.8 Ability to Perform.

Contractor has the expertise and professional and technical capability to perform all of its obligations under this Agreement.

3.1.9 Contractor's Investigation.

Contractor has made an independent investigation and analysis, the results of which are satisfactory to Contractor, of the conditions and circumstances surrounding this Agreement, its content and preparation, and the work to be performed by Contractor under this Agreement. Contractor is satisfied that those conditions and circumstances will not impair Contractor's ability to perform the work and satisfy the obligations required by this Agreement. This Agreement accurately and fairly represents the intentions of Contractor and Contractor enters into this Agreement on the basis of that independent investigation and analysis.

3.1.10 Statements and Information Submitted by Contractor.

The information supplied by Contractor in all submittals made in connection with negotiation and execution of this Agreement, including all materials in Exhibits of this Agreement, and all representations and warranties made by Contractor throughout this Agreement are true, accurate, correct and complete in all material respects on and as of the Effective Date of this Agreement.

Section 3.2 City Representations and Warranties.

City hereby covenants, represents, and warrants the following to Contractor for the purpose of inducing Contractor to enter into this Agreement, all of which shall be true as of the Effective Date of this Agreement:

3.2.1 City Status.

City is a municipal corporation, duly organized and validly existing under the Constitution and laws of the State.

3.2.2 City Authorization.

City has full legal right, power and authority to execute, deliver and perform its obligations under this Agreement.

3.2.3 Agreement Duly Executed.

The Persons signing this Agreement on behalf of City have been duly authorized to do so and this Agreement constitutes a legal, valid and binding obligation of City.

ARTICLE 4 EFFECTIVE DATE AND TERM

Section 4.1. Effective Date of Agreement.

The Effective Date of this Agreement shall be July 1, 2022 subject to the conditions set forth in Section 4.2.

4.1.1 Effective Date of Amendments.

The amendments incorporated into this Amended and Restated Agreement, as agreed to by Contractor and City on the date of execution and adopted by City's Resolution No. 6234 shall be effective July 1, 2024.

Section 4.2 Conditions to Effectiveness of Agreement.

The satisfaction of each and all of the conditions set out below, each of which may be waived in whole or in part by City in writing, is a condition precedent to the effectiveness of this Agreement, and a condition of Contractor's continued right to the benefits conveyed herein:

4.2.1 Accuracy of Representation.

All representations and warranties made by Contractor and set forth in this Agreement shall be accurate, true, and correct.

4.2.2 Absence of Litigation.

There shall be no litigation pending in any court challenging the award of this Agreement to Contractor or the execution of this Agreement or seeking to restrain or enjoin its performance.

4.2.3 Effectiveness of City Council Action.

City Council's Resolution approving this Agreement shall have become effective pursuant to California law on or before the Effective Date.

Section 4.3 Notice of Failure to Satisfy Condition.

If either Party asserts that a condition precedent to the effectiveness of this Agreement set forth in Section 4.2 has not been satisfied and has not been waived, it must deliver written notice to that effect to the other Party immediately.

Section 4.4 Term.

The Term of this Agreement shall begin on the Services Initiation Date and shall end at midnight on June 30th, 2038 unless this Agreement is terminated sooner pursuant to Article 19 or extended pursuant to Section 4.5.

Section 4.5 Extension of Term.

No later than two years prior to the expiration of the Term or extended term, Contractor may submit to City a written request for an extension of the Term of up to five (5) years, along with the information, data, records and reports documenting to satisfaction of City that Contractor has met each of the conditions set forth in this Section during the Term (or the portion thereof if less than the entire Term). Contractor is required to include with its request full information, data, records and reports documenting satisfaction of the conditions set forth in sections 4.5.1 through 4.5.5, inclusive: Only two (2) five (5) year extensions are allowed under this agreement. Within one hundred twenty (120) Days of the date the request for an extension of the Term is received, City shall provide written notice to Contractor as to whether City accepts or rejects Contractor's request. If City determines that Contractor has satisfied the conditions set forth in this Section, City may accept Contractor's request and may extend the Term by a period of not to exceed five (5) years as requested by Contractor. If City fails to provide such notice within said time period, Contractor's request shall be deemed accepted and City shall extend the Term by a period not to exceed five (5) years as requested by Contractor.

4.5.1 Satisfactory Performance.

Contractor has performed the terms and obligations of this Agreement to the satisfaction of City. A performance review prior to any five (5) year extension may be conducted two (2) years prior to the end of the initial term of the contract as described in Section 13.15. Cost of the review shall be paid as specified in that section.

4.5.2 Diversion Compliance.

Contractor has complied with the Diversion requirements set forth in Section 8.

4.5.3 Customer Satisfaction.

Pursuant to Customer satisfaction surveys conducted according to Subsection 10.8.4, City must determine that Customers are generally satisfied with Collection services provided by Contractor under this Agreement.

4.5.4 Timely Payment of Fees.

Contractor has not been delinquent in the payment of any money due to City under this Agreement more than once each Fiscal Year or at any time longer than five (5) calendar days. City has not received written notice that Contractor has been delinquent in the payment of any sums or amounts due third parties with respect to Solid Waste Disposal and processing fees.

4.5.5 No Transfer.

This Agreement has not been transferred pursuant to Article 22.

Section 4.6 Survival of Certain Provisions.

The following provisions shall survive the Term of this Agreement: the Parties' representations and warranties set forth in Article 13; the Indemnification provisions set forth in Article 16; any and all outstanding payments that Contractor owes City as set forth in Article 12; the reporting requirements set forth in Article 14; and any other rights or obligations of the Parties expressly state to survive the Term of this Agreement.

ARTICLE 5 FRANCHISED SERVICES

Section 5.1 General.

Through the terms of this Agreement and to protect public health and safety, City regulates certain aspects of how Contractor must provide franchised services and conduct related activities. Except as otherwise specified in this Agreement, Contractor retains full discretion in providing franchised services and conducting related activities

To protect the public health and safety, Contractor shall provide all labor, equipment, material, supplies, supervision and all other items necessary to perform the work and provide the services described at the times and in the manner required by this Agreement (including, but not limited to, this Article), including the Collection of all Solid Waste generated or accumulated within City from Residential Premises, Commercial Premises and City Facilities Premises covered by this Agreement not less often than once per week. The enumeration of, and specification of requirements for, particular items of labor, equipment, material, supplies or supervision shall not relieve Contractor of the duty to furnish all others, as may be required, whether enumerated elsewhere in this Agreement or not.

To protect the public health, safety and welfare all regular Solid Waste handling services shall be provided at a frequency of not less than once per week. Contractor shall provide Bin Collection Service on the Customer's Collection Day not less than once and up to six (6) times per week, except that the Customer may schedule additional Bin Collections. All services are to be provided at the Maximum Rates according to Article 12, based on frequency and level of service, unless otherwise noted.

The work performed and the services provided by Contractor under this Agreement shall be in a thorough and professional manner so that all Customers are provided at all times with reliable, courteous and high-quality Solid Waste Handling Services.

Contractor shall provide all Customers with Collection Containers that comply with the Container color requirements specified in this Section and as otherwise specified in 14 CCR Section 18982; 14 CCR, Division 7, Chapter 12, Article 3; or other Applicable Law.

Section 5.2 Single Family Dwelling (SFD) Residential Cart Collection.

5.2.1 SFD Solid Waste Cart Service.

Contractor shall Collect Solid Waste from SFD Customers according to the following:

a. Contractor shall provide each Customer with one (1) Solid Waste Cart with the choice of the following Cart capacities: thirty-two (32), sixty-four (64) or ninety-six (96) gallons, with additional carts available upon request; and

b. Contractor shall Collect all Solid Waste placed for Collection at Curbside using automated Collection vehicles, unless Backyard Cart Service is provided pursuant to Subsection 5.2.4 or the Customer has a Permitted Set-Out Site.
c. Customers who routinely place Solid Waste outside of the cart will be required to increase their service level.

5.2.2 SFD Recyclables Cart Service.

Contractor shall Collect Source Separated Recyclables from SFD Customers according to the following:

a. Contractor shall provide each Customer with one (1) Recyclables Cart of a capacity of ninety-six (96) gallons, unless customer requests Cart with a capacity of sixty-four (64) gallons; and
b. Customer may call for one (1) additional container at no cost to the customer; and
c. Contractor shall Collect all Source Separated Recyclables placed for Collection at Curbside using automated Collection vehicles, unless Backyard Cart Service is provided pursuant to Subsection 5.2.4 or the Customer has a Permitted Set-Out Site.
d. Customers who routinely place Recyclables outside of the cart will be required to increase their service level.

5.2.3 SFD Organic Waste Cart Service.

Contractor shall Collect Organic Waste from SFD Customers according to the following:

a. Contractor shall provide each Customer with one (1) Organic Waste Cart of a capacity of ninety-six (96) gallons, with additional carts available upon request; and
b. Contractor shall Collect all Source Separated Green Waste and other Organic Waste placed for Collection at Curbside using automated Collection vehicles, unless Backyard Cart Service is provided pursuant to Subsection 5.2.4 or the Customer has a Permitted Set-Out Site.
c. Customers who routinely place Organic Waste outside of the cart will be required to increase their service level.
d. Contractor shall provide SFD Organic Waste Collection Service to Customers at no additional charge to City or Customers according to Article 12.

5.2.4 SFD Backyard Cart Service/Pull-out or Valet Service.

Upon request by any eligible SFD Customer, Contractor shall provide Backyard Cart Service at no additional charge to City or Customers according to Article 12. SFD Customers eligible for Backyard Cart Service at no additional charge include only those SFD Customers that are receiving Cart services under this Section and that:

a. Submit documentation (e.g., a form signed by a doctor or documentation of qualification for or issuance of a Disabled Person (DP) or Disabled Veteran (DV) parking placard or license plate by the California Department of Motor Vehicles) of their inability to perform the generally applicable Curbside set-out requirements for Collection; and/or
b. Are eighty (80) years of age or older.

Upon request by any other (ineligible) SFD Customer, Contractor shall provide Backyard Cart Service for compensation paid by the Customer up to the Maximum Rates according to Article 12 based on the Cart capacity and number of Carts.

Section 5.3 Multi-Family Dwellings (MFD) Residential Cart Collection.

5.3.1 MFD Solid Waste Cart Service.

For MFD Customers that do not have space for or do not generate enough Solid Waste to require the use of Bins for Collection, Contractor shall Collect Solid Waste from MFD Customers according to the following:

a. Contractor shall provide each Customer with one (1) Solid Waste Cart. Contractor shall provide each Customer with the choice of the following Cart capacities: thirty-two (32), sixty-four (64) or ninety-six (96) gallons, with additional carts available upon request; and
b. Contractor shall Collect all Solid Waste placed for Collection at Curbside using automated Collection vehicles, unless the Customer has a Permitted Set-Out Site. In the event that a Customer has additional waste that does not fit in the cart, Customer shall call Contractor to request an additional pick-up.
c. Customers who routinely place Solid Waste outside of the cart will be required to increase their service level.

5.3.2 MFD Recyclables Cart Service.

For MFD Customers that do not have space for or do not generate enough Recyclables to require the use of Bins for Collection, Contractor shall Collect Source Separated Recyclables from MFD Customers according to the following:

a. Contractor shall provide each Customer with one (1) Recyclables Cart of a capacity of ninety-six (96) gallons; and
b. Contractor shall Collect all Source Separated Recyclables placed for Collection at Curbside using automated Collection vehicles, unless the Customer has a Permitted Set-Out Site. In the event that a Customer occasionally places Source Separated Recyclables adjacent to Carts, Contractor shall also Collect that Recyclables.
c. Customers who routinely place Recyclables outside of the cart will be required to increase their service level.

5.3.3 MFD Organic Waste Cart Service.

Contractor shall Collect Organic Waste from MFD Customers according to the following:

a. Contractor shall provide the Customer with Organic Waste Carts at the capacity of ninety-six (96) gallons, unless the Customer requests Carts at a capacity of sixty-four (64) gallons. Customers with space constraints are eligible for thirty-two (32) gallon containers following approval by the Contractor; and
b. Contractor shall collect all Organic Waste placed for Collection at Curbside or at set-out site using automated Collection vehicles. In the event that a Customer occasionally needs additional Organic Waste service, Customer shall call Contractor to request an additional pick-up.
c. Customers who routinely place Organic Waste outside of the cart will be required to increase their service level.

Section 5.4. Additional Residential Cart Services.

5.4.1 Go-Back Service.

In the event that a Residential Customer has forgotten or otherwise missed the designated time on Customer's Collection Day to place a Cart at Curbside or a Permitted Set-Out Site for Collection, Contractor shall provide a Go-Back Service to return to the Residential Premises the same Day, if the Customer contacts Contractor pursuant to Section 10.7 before noon on the Customer's Collection Day, or the following Business Day, if the Customer contacts Contractor pursuant to Section 10.7 after noon on the Customer's Collection Day, to provide Collection services. Contractor shall provide the Go-Back Service for compensation up to the Maximum Rates according to Article 12 paid by the Customer for each occurrence.

Section 5.5 Residential Bin Collection Services – Single-Family Dwellings.

5.5.1 SFD Solid Waste, Recyclables and Organic Waste Bin Service.

Upon request by any SFD Customer, Contractor shall Collect Solid Waste, Source Separated Recyclables and Organic Waste from SFD Customers according to the following:

a. Contractor shall provide each Customer with one (1) Solid Waste Bin. Contractor shall provide each Customer with the choice of the following Bin capacities: 1.5, 2, or 3 cubic yards; and
b. Customers who routinely have Solid Waste, Recyclables, and/or Organic Waste that exceeds the capacity of their bin shall be required to increase their level of service.
c. Customers shall have adequate space for a Bin on the Customer's premises and not within the public right-of-way; and
d. Contractor shall Collect all Solid Waste placed for Collection at a Permitted Set-Out Site; and
e. In addition to the provision of bins for Solid Waste Collection, Contractor shall provide Carts for Source Separated Recyclables and Organic Waste and shall Collect Source Separated Recyclables and Organic Waste as provided under SFD Cart services pursuant to Subsections 5.3.2 and 5.3.3, respectively.

Section 5.6 Residential Bin Collection Services – Multi-Family Dwellings.

5.6.1 MFD Solid Waste Bin Service.

Contractor shall Collect Solid Waste from MFD Customers according to the following:

a. Contractor shall provide each Customer with one (1) Solid Waste Bin. Contractor shall provide each Customer with the choice of the following bin capacities: 1.5, 2, or 3 cubic yards; and
b. Customers who routinely have Solid Waste that exceeds the capacity of their bin shall be required to increase their level of service.
c. Customers shall have adequate space for a Bin on the Customer's premises and not within the public right-of-way; and
d. Contractor shall Collect all Solid Waste placed for Collection at a Permitted Set-Out Site; and

5.6.2 MFD Recyclables Bin Service.

Contractor shall Collect Source Separated Recyclables from MFD Customers according to the following:

a. Contractor shall provide each Customer at a minimum thirty percent (30%) of the Customer's Solid Waste Bin capacity for Source Separated Recyclables, with the choice of the following: 1.5, 2, or 3 cubic yards; and,; and
b. Customers who routinely have Recyclables that exceeds the capacity of their bin shall be required to increase their level of service.
c. Customers shall have adequate space for a Bin on the Customer's premises and not within the public right-of-way; and
d. Contractor shall Collect all Source Separated Recyclables placed for Collection at a Permitted Set-Out Site.

5.6.3 MFD Organic Waste Bin Service.

Contractor shall Collect Organic Waste and/or Source Separated Green Waste from MFD Customers according to the following:

a. Contractor shall provide each Customer with one (1) Organic Waste Cart or bin of an adequate size for organic waste generated on site; and
b. Contractor shall Collect all Organic Waste placed for Collection at Curbside or at set-out site using automated Collection vehicles; and
c. Customers who routinely have Recyclables that exceeds the capacity of their bin shall be required to increase their level of service; and

Section 5.7 Additional Residential Bin Services.

5.7.1 Padlock Rental and Padlock or Bar Lock Installation Service.

Upon request by a Residential Customer, Contractor shall provide a padlock or bar lock installation service, which includes providing a Bin with lockable lids and a padlock or bar lock, and unlocking and re-locking the Bin each time it is serviced. Contractor shall provide the padlock or bar lock installation service for compensation up to the Maximum Rates according to Article 12 paid by the Customer for each Bin. Contractor shall provide padlocks for rental on a monthly basis for compensation up to the Maximum Rates according to Article 12.

5.7.2 Overloaded Bin Collection Service.

Contractor shall provide Collection services of Overloaded Bins for compensation up to the Maximum Rates according to Article 12 paid by the Customer for each Bin.

5.7.3 Bin Steam Cleaning Services.

Upon request by a Residential Customer, Contractor shall provide steam cleaning services of Bins. All Bin steam cleaning services shall be provided on Contractor-owned or -leased premises. Contractor shall provide Bin steam cleaning services once per Fiscal Year at no additional charge to City or Customers and for two more times per Fiscal Year for compensation up to the Maximum Rates according to Article 12 paid by the Customer for each Bin.

Section 5.8 Additional Residential Collection Services.

5.8.1 Bulky Items Collection.

Contractor shall provide on-Call Bulky Item Collection Services as defined below:

a. Two (2) free on-call bulky item collection services per calendar for single family homes, and;
b. Free on-call bulky items collection services for Multi-Family Dwelling Customers based on 50% of the units in a Multi-Family Dwelling Complex. For example, if a complex has ten (10) units, they will receive five (5) free on-call pickups.

These pickups will be provided at no additional charge to City or Customers. Upon receiving a request from a Customer, Contractor shall collect Bulky Items on a Day and at a time designated by Contractor. Requests must be made a week in advance. Additional pickups and specialty items may be subject to an additional fee according to Article 12. Note: charges will apply to any item containing Freon and tires are not accepted.

Bulky waste collected by the Contractor may not be landfilled or disposed of until the following Hierarchy has been followed by the Contractor:

a. Reuse as is (if energy efficient)
b. Disassemble for reuse and recycling.
c. Recycle (through participation of charitable organizations).
d. Disposal.

5.8.2 Electronic Waste.

Contractor shall provide unlimited Electronic Waste (e-waste) Collections from the City Hall ABOP Facility. Upon receiving a request from City, Contractor shall Collect E-Waste within seven (7) Days on a Day and at a time designated by Contractor. Contractor shall provide E-Waste Collection to the City at no additional charge to City according to Article 12.

5.8.3 Holiday (Christmas) Trees Collection.

Contractor shall Collect Holiday (Christmas) Trees from Residential Premises and multi-family dwellings placed Curbside or at a Permitted Set-Out Site for Collection on the Customer's Collection Day. The holiday tree collection shall commence on the first collection after December 25 and will conclude the end of the second (2nd) week of January. Holiday (Christmas) Trees shall be free of all ornamentation and the stands shall be removed. Contractor shall provide Holiday (Christmas) Trees Collection to Residential Customers at no additional charge to City or Customers according to Article 12. Contractor shall work with the City for the promotion of this program.

5.8.4 Household Battery Collection.

Contractor shall, at no additional cost to the City, collect household batteries, including but not limited to, nicad, alkaline, lead acid, lithium, button, rechargeable, and other non-alkaline batteries at 2 (two) drop-off sites, not including the City-operated ABOP facility, within city limits. One site shall be the Carpinteria Library and the other to be approved by City. All batteries collected shall be recycled or disposed of in a manner approved by the City. Contractor shall be responsible for collection and processing of batteries and disposal of incidental Solid Waste deposited at each site at least bi-weekly. Contractor shall be

responsible for maintaining and servicing each location, including but not limited to application of container content information and prompt removal of graffiti.

5.8.5 Sharps Waste Collection.

Contractor shall provide for Collection of Sharps Waste from Residential and Multi-Family Premises by mail. Upon a Residential Customer request, Contractor shall deliver to the Customer mail-in Sharps Waste containers on the next Business Day. The mail-in Sharps Waste containers shall be one-gallon containers with postage-paid return packaging. Contractor shall provide Sharps Waste Collection to Residential Customers at no additional charge to City or Customers according to Article 12. Contractor shall work with the City for the promotion of this program.

5.8.6 Annual Household Goods Collection

Contractor shall provide and assist with the annual Household Goods Collection event held in the spring. Tasks include the coordination with the City Public Works Department for the collection of hazardous wastes, bulky items, e-waste, etc. from the residents of the City. This program must comply with all applicable regulatory and permitting requirements, be scheduled on a date mutually acceptable to Contractor and City, and impose no additional cost upon the City or service recipients. Contractor will be responsible for assisting the City with all aspects of the program, including but not limited to selecting the location, obtaining all applicable permits, traffic control, on-site security, and public information, as well as collection, packing, transportation, and safe disposal of all household goods and hazardous waste collected. Neither City nor City residents will be designated as the generator. A detailed report shall be provided of materials collected.

Section 5.9 Commercial Cart Collection Services.

5.9.1 Commercial Solid Waste Cart Service.

For Commercial Customers that do not have space for or do not generate enough Solid Waste to require the use of Bins for Collection, Contractor shall provide Commercial Solid Waste Collection Service according to the same Solid Waste Cart Collection services provided for MFD Customers in Subsection 5.3.1. Contractor shall provide Commercial Solid Waste Collection Service to Customers for compensation paid by the Customers up to the Maximum Rates according to Article 12 based on the Cart capacity and number of Carts.

5.9.2 Commercial Recyclables Cart Service.

For Commercial Customers that do not have space for or do not generate enough Recyclables to require the use of Bins for Collection, Contractor shall provide Commercial Recyclables Collection Service according to the same Recyclables Cart Collection services provided for MFD Customers in Subsection 5.3.2, except that Contractor shall provide Commercial Recyclables Collection Service on the Customer's Collection Day not less than once per week. Contractor shall provide Commercial Recyclables Collection Service to Customers for compensation paid by the Customers up to the Maximum Rates according to Article 12, except that Contractor shall provide additional Recyclables Carts at no additional charge to City or Customers according to Article 12.

5.9.3 Commercial Organic Waste Cart Service.

Contractor shall Collect Organic Waste from Commercial Customers who do not have enough material for a bin. This service shall be provided according to Organic Waste cart services provided for MFD customers in Subsection 5.3.3, except that Contractor shall provide Commercial Organic Waste Collection Service on the Customer's Collection Day not less than once per week. The City may increase this service level if problems are encountered. Contractor shall provide Commercial Organic Waste Collection Service to Customers for compensation paid by the Customers up to the Maximum Rates according to Article 12, except that Contractor shall provide additional Organic Waste Carts at no additional charge to City or Customers according to Article 12.

Section 5.10 Additional Commercial Cart Services.

5.10.1 Padlock Rental and Installation Service.

Upon request by a Commercial Customer, Contractor shall provide a padlock installation service, which includes providing a Cart with lockable lids and a lock, and unlocking and re-locking the Cart each time it is serviced. Contractor shall provide the padlock installation service for compensation up to the Maximum Rates according to Article 12 paid by the Customer for each Cart. Contractor shall also rent padlocks on a monthly basis for compensation up to the Maximum Rates according to Article 12.

5.10.2 Go-Back Service.

In the event that a Commercial Customer has forgotten or otherwise missed the designated time on Customer's Collection Day to place a Cart at Curbside or a Permitted Set-Out Site for Collection, Contractor shall provide a Go-Back Service to return to the Commercial Premises the same Day, if the Customer contacts Contractor pursuant to Section 10.7 before noon on the Customer's Collection Day, or the following Business Day, if the Customer contacts Contractor pursuant to Section 10.7 after noon on the Customer's Collection Day, to provide Collection services. Contractor shall provide the Go-Back Service for compensation up to the Maximum Rates according to Article 12 paid by the Customer for each occurrence.

Section 5.11 Commercial Bin Collection Services.

5.11.1 Commercial Solid Waste Bin Service.

Contractor shall provide Commercial Solid Waste Collection Service to Commercial Customers according to the same Solid Waste Bin Collection services provided for MFD Customers in Subsection 5.6.1.

5.11.2 Commercial Recyclables Bin Service.

Contractor shall Collect Source Separated Recyclables from Commercial Customers according to the same Recyclable Bin Services provided for MFD customers in Subsection 5.6.2.

5.11.3 Commercial Organic Waste Bin Service.

Contractor shall provide Commercial Organic Waste Collection Service to Commercial Customers according to the same Organic Waste Bin Collection services provided for MFD Customers in Subsection 5.6.3.

Section 5.12 Additional Commercial Bin Services.

5.12.1 Padlock Rental and Padlock or Bar Lock Installation Service.

Upon request by a Commercial Customer, Contractor shall provide a padlock or bar lock installation service, which includes providing a Bin with lockable lids and a padlock or bar lock, and unlocking and re-locking the Bin each time it is serviced. Contractor shall provide the padlock or bar lock installation service for compensation up to the Maximum Rates according to Article 12 paid by the Customer for each Bin. Contractor shall provide padlocks for rental on a monthly basis for compensation up to the Maximum Rates according to Article 12.

5.12.2 Overloaded Bin Collection Service.

Contractor shall provide Collection services of Overloaded Bins for compensation up to the Maximum Rates according to Article 12 paid by the Customer for each Bin.

5.12.3 On-Call Recycling Bin Collection Service.

Contractor shall provide On-Call Services for the Collection of Source Separated Recyclables Bins from Commercial Premises. On-Call Services for Bin Collection may be requested by the Customer for any Business Day. Contractor shall provide On-Call Services for Bin Collection for compensation up to the Maximum Rates according to Article 12 paid by the Customer for each Collection.

5.12.4 Bin Steam Cleaning Services.

Upon request by a Commercial Customer, Contractor shall provide steam cleaning services of Bins. All Bin steam cleaning services shall be provided on Contractor-owned or -leased premises. Contractor shall provide Bin steam cleaning services once per Fiscal Year at no additional charge to City or Customers and for two more times per Fiscal Year for compensation up to the Maximum Rates according to Article 12 paid by the Customer for each Bin.

Section 5.13 Commercial Roll-Off Collection Services.

Upon request by a Commercial Customer, Contractor shall provide Roll-Off Collection services according to this Section. Contractor shall provide Roll-Off Boxes at capacities of 3, 10, 25 or 40 cubic yards for rental on a monthly basis for compensation up to the Maximum Rates according to Article 12. Contractor shall provide Collection services to the Designated Transfer and Processing Facility, Contractor's Facilities and the Designated Disposal Site for compensation up to the Maximum Rates according to Article 12 on the basis of the capacity of the Roll-Off Box, the destination of the Collected load and whether the load is compacted or non-compacted. Roll-Off Collection services include Disposal services for compensation up to the Maximum Rates according to Article 12, which such compensation shall be the same regardless of whether the load is compacted or non-compacted.

Section 5.14 Additional Commercial Roll-Off Services.

5.14.1 Compactor Steam Cleaning Services.

Upon request by a Commercial Customer, Contractor shall provide steam cleaning services of Contractor owned compactors. All compactor steam cleaning services shall be provided on Contractor-owned or -leased premises. Contractor shall provide compactor steam cleaning services once per Fiscal Year at no additional charge to City or Customers and for two or more times per Fiscal Year for compensation up to the Maximum Rates according to Article 12 paid by the Customer for each compactor.

Section 5.15 City Owned and/or Operated Facilities Services (Not for private service).

Contractor shall Collect all Solid Waste, Source Separated Recyclables and Source Separated Green Waste and other Organic Waste put in Containers for Collection at City Facilities Premises. Contractor shall provide Collection services at City Facilities, Parks and Open Spaces and Public Receptacles within the City Service Area as are identified in Exhibit D at no charge to City. Contractor shall provide service to all City Barrels. All materials collected from the City barrels shall be processed at Contractor's designated processing facility. Contractor shall provide Collection services at least at service levels, based on quantity and capacity of Containers and number of Collections, as provided in Exhibit D. If service levels are not sufficient to ensure Containers do not become full, service levels shall be increased at no charge to City. The Director may change the level of service, and may revise the list of City Owned or otherwise identified Public Facilities, Parks and Open Spaces, or Public Receptacles, as identified within Exhibit D, during the Term at no charge to City. The Director shall provide any such changes to Contractor in writing. Collections shall be scheduled on Days and at times mutually agreed upon by Contractor and the Director.

Section 5.16 Other Services.

Should Contractor expand the services available to Carpinteria customers to include services such as portable toilets, temporary fencing, or portable generators, the City may choose at that time to amend this section of the Agreement to include such services. This shall in no way affect other sections of the Agreement. Upon the direction of the Director, if program is started, the Contractor shall provide Collection of any liquid waste and Solid Waste at the portable toilets no less than once per week. All portable toilets shall be wheelchair accessible and shall be maintained to the satisfaction of City. The Director may change the service levels after the program is started and may add or change the location of equipment serviced during the Term at no charge to City. The Director shall provide any such changes to Contractor in writing. Collections shall be scheduled on Days and at times mutually agreed upon by Contractor and the Director.

Section 5.17 City-Sponsored Events, Programs and Construction Projects.

Contractor shall provide Solid Waste, Source Separated Recyclables and liquid waste (future) Collection for those City-sponsored events set forth in Exhibit E. Contractor shall provide Containers (Bins, Roll-off Boxes, clearly labeled Recyclables Containers and Organics Containers and cardboard waste boxes with liners) to Collect all Solid Waste, Source Separated Recyclables and Organics. Contractor and the Director shall mutually agree upon the number and location of Containers necessary for each City-sponsored event prior to the event. Contractor shall provide these services at City-sponsored events at no charge to City. The Director may

replace any City-sponsored events set forth in Exhibit E that are discontinued with events requiring comparable levels of service.

At the request of the City, Contractor shall, in addition to the events set forth in Exhibit D, provide solid waste containers for City programs and construction projects not to exceed ten (10) forty-yard boxes in a given year. Boxes can be used either separately or as a onetime combination and cannot exceed four (4) tons in weight.

For commercial customers enrolled in a City sponsored New Business Incentive Program, Contractor shall provide, free of charge, Commercial Solid Waste Collection services for the first 6 months of the businesses operation, at which time customer will be expected to begin paying current commercial rates for Solid Waste Service.

Section 5.18 Community Cleanup Projects.

Contractor shall provide Solid Waste Collection service for up to six (6) community cleanup projects per Fiscal Year. A community cleanup project shall consist of City employees and/or volunteers working to pick up Solid Waste from public places over a one- or two-Day period. Community cleanup projects shall be determined by the Director. Contractor shall deliver Roll-Off Boxes and/or Bins to locations determined by the Director for the community cleanup projects upon two (2) Business Days' notice from the Director. Contractor shall Collect all Roll-Off Boxes and Bins within one (1) Business Day of completion of the community cleanup project.

Section 5.19 Abandoned Items.

Upon request by the Director, Contractor shall Collect no more than forty-five (45) times per Fiscal Year up to a Fiscal Year total of fifteen (15) tons of all Bulky Items and/or other Solid Waste discarded legally or illegally in the public right-of-way or on other City-owned property. The public right-of-way shall include highways, streets, alleys, sidewalks or any other public right-of-way owned, operated or maintained by City, the County, or the State of California. If the Director contacts Contractor before noon on a Business Day, Contractor shall Collect the abandoned item(s) that same Business Day. If the Director contacts Contractor after noon on a Business Day or on a Day that is not a Business Day, Contractor shall Collect the abandoned item(s) by the end of the following Business Day. Contractor shall provide this service at no charge to City for the first 45 requests. For requests beyond this, an estimate is required to be provided to the Director before collecting.

Section 5.20 Mulch Give-Away.

Upon request from the Director, Contractor shall provide mulch (i.e. recovered organic material) for the use and benefit of City and/or its residents at a volume to allow the City to comply with SB 1383 (14 CCR 18993.1). Mulch material shall meet the requirements of SB 1383 Regulations 14 CCR Section 19003.1(f)(40. Volume of mulch provided to be tracked by Contractor to comply with SB 1383 requirements. The Director shall provide the location for the placement of the Roll-Off Boxes and will establish limits for the residents. Contractor shall provide this service at no charge to City.

Section 5.21 Community Development Review Services.

Upon request from the Director, Contractor shall review building permit applicants' plans and advise applicants regarding adequacy of Container storage space and access, particularly to

accommodate the Collection of Refuse and Source Separated Recyclables. Contractor shall provide this service at no charge to City.

Section 5.22 Street Sweeping Debris.

Contractor shall continually provide a Roll-Off Box at the Carpinteria Maintenance Yard for the Collection of street sweeping debris at no charge to City. Contractor shall Collect all street sweeping debris from the Roll-Off Box no less than once every other week. Collections shall be scheduled on days and at times mutually agreed upon by Contractor and the Director.

Section 5.23 Meet and Confer Regarding Additional Recycling Programs.

Upon City request, Contractor shall meet and confer with City regarding additional solid waste, recycling and organics service programs, including, but not limited to, mandatory commercial recycling, composting program, sharps program, organic waste diversion program, etc. Contractor shall meet and confer with City at any time and as often as City requests during the Term of this Agreement. Contractor and City shall consider the following: the design and implementation of an outreach and education program to communicate with businesses, restaurant establishments and other Customers and the potential Recycled uses of the materials collected as part of these programs, including composting, biomass, for use as animal feed, or some other beneficial use.

The City may direct the Contractor to perform additional services (including new diversion programs, etc.), or to modify the manner in which it performs existing services or bills for services. Pilot programs and innovative services that may entail new collection methods, different kinds of services or new requirements for customers, are included among the kinds of changes that the City may direct. The Contractor may be entitled to an adjustment in its compensation for providing those additional or modified services provided the need for such compensation is demonstrated to the City's satisfaction.

In conjunction with the requirements above, the Contractor must present, within 30 days of a request from the City, a proposal to provide additional or expanded diversion services. The proposal must contain a complete description of the following:

a. Collection methodology to be employed (equipment, manpower, etc.).
b. Equipment to be used (vehicle number, types, capacity, age, etc.).
c. Labor requirements (number of employees by classification).
d. Type of containers to be used.
e. Program publicity, education, and marketing.
f. Three-year projection of the financial results of the program's operations in an operating statement format, including documentation of the key assumptions underlying the projections and the support for those assumptions.

Section 5.24 Recovered Organics Procurement

In accordance with SB 1383, City is required to procure a defined tonnage of Recovered Organic Material. This amount is provided to the City by CalRecycle. Contractor shall assist the City in meeting the procurement goal and the tracking of any SB 1383 organics materials procured.

Section 5.25 Designated Approved Facilities

All facilities shall be identified to the City as any one or combination of processing services provided for approval. This includes but is not limited to: Solid Waste Disposal, Construction & Demolition Debris Recycling, Recyclable Material and Organic Material processing facilities and transfer facilities. Any changes in facility use to be approved by the City.

ARTICLE 6 OPERATIONS

Section 6.1 Collection Hours and Collection Schedule.

6.1.1 Residential Collection Regular Hours of Collection.

Solid Waste, Source Separated Recyclables and Source Organic Waste, including all additional services provided to Residential Premises, shall be Collected from Residential Premises on Business Days between 7:00 a.m. and 6:00 p.m. on Monday through Saturday.

6.1.2 Commercial and City Facilities Collection Regular Hours of Collection.

Solid Waste, Source Separated Recyclables and Organic Waste, including all additional services provided to Commercial Premises, shall be Collected from Commercial Premises and City Facilities Premises on Business Days between 6:00 a.m. and 6:00 p.m.

6.1.3 Holiday Schedule.

Contractor shall provide Collection services scheduled for a Holiday on the Business Day immediately following the Holiday. Contractor shall provide affected Customers advance written notice of that change in the following manners:

a. An insert in the Bill immediately preceding the Holiday; and
b. By email to Customers that have provided an email address; and
c. In a newsletter sent to Customers before the Holiday; and
d. Notice in the local newspaper.

6.1.4 Noise Exceptions to Regular Hours of Collection.

City may restrict or require modifications to hours for Collection from Commercial Premises and City Facilities Premises to resolve noise Complaints. If any City ordinances, resolutions or other regulations that regulate noise limits or limit the hours of Collection more restrictively than the preceding Subsections, the terms of the City ordinance, resolution or other regulation shall govern.

6.1.5 Emergency Exception to Regular Hours of Collection.

In the event of an emergency in which City may request the assistance of Contractor pursuant to Article 18, Contractor shall provide Collection service that may or may not be within the regular hours of Collection.

Contractor shall coordinate all emergency requests using site specific work orders and/or details provided by the City. All work shall be itemized, and billed by work order using approved hourly rates and rate structure, in order that all expenses are eligible for reimbursement by state or federal emergency management agencies.

6.1.6 Collection Schedule Changes.

Contractor shall notify each Customer of any change in that Customer's Collection Day in each of the following manners:

a. On a tag attached to each Residential Customer's Container on that Customer's Collection Day immediately preceding the change; and
b. By phone or in person to each Commercial Customer the week preceding the change; and
c. By email to Customers who have provided an email address; and
d. Notice in the local newspaper; and
e. By any other manner and time requested by City.

Section 6.2 Service Exceptions and Non-Collection Notices.

Contractor shall not be required to provide Collection services in the following events when Contractor shall take the following action:

6.2.1 Contaminated Materials.

Customer has discarded other than Recyclables in the Recyclables Container and other than Organic Waste in the Organic Waste Container. Contractor shall attach a non-Collection notice to the Container. The notice shall explain the reason for the non-Collection and provide information listing examples of Recyclables and Organic Waste and how to discard these materials. Contractor may also issue fees for contamination according to the fee schedule in Exhibit B.

6.2.2 Uncontainerized Solid Waste.

Customer discards Solid Waste outside a Container, unless otherwise allowed under this Agreement, such as Bulky Items, e-waste, white goods and Holiday (Christmas) Trees. Contractor shall attach a non-Collection notice to the uncontainerized Solid Waste or Customer's adjacent Container. The notice shall explain the reason for the non-Collection and explain when, where and what uncontainerized Solid Waste the Customer may discard for Collection. Contractor may also issue fees for contamination according to the fee schedule in Exhibit B.

6.2.3 Excess Weight.

Customer's Container is in excess of weight limits posted on the Container. Contractor shall attach a non-Collection notice to the Container. The notice shall explain the reason for the non-Collection. Contractor may also issue fees for contamination according to the fee schedule in Exhibit B.

6.2.4 Hazardous Waste.

In the event Contractor determines that Containers contain Hazardous Waste, other than Household Hazardous Waste not discovered and identified by Contractor acting under its Hazardous Waste Handling Protocol submitted to City pursuant to Section 6.7. Contractor shall implement its Hazardous Waste Handling Protocol. Contractor shall attach a non-Collection notice to the Container if Contractor determines that it is safe to not Collect the Hazardous Waste. The notice shall explain the reason for non-Collection and shall provide

the Customer with written information about the proper Disposal of Hazardous Waste. Contractor shall report such non-Collection to City in the Quarterly Report provided to City pursuant to Section 13.4.

6.2.5 Improper Set-Out Site.

Customer has not set out the Container Curbside or at a Permitted Set-Out Site, excluding Customers provided Backyard Cart Service. Contractor shall attach a non-Collection notice to the Container. The notice shall explain the reason for non-Collection.

6.2.6 Health or Safety Threat.

Contractor determines that any condition at or near any Set-Out Site presents a health or safety threat to Contractor's employees or the public. Contractor shall immediately notify the Customer in person, by phone, email or other means available to Contractor. Upon authorization by the Director, Contractor shall discontinue Collection until the threat is eliminated.

Section 6.3 Route Maps, Schedules and Audits.

6.3.1 Route Maps and Schedules.

Contractor shall provide route maps to the City upon request by the City.

Within seven (7) Days of City request, Contractor shall provide City any or all of the following:

a. Maps showing Contractor's Solid Waste, Recyclables and Organic Waste Collection routes; and
b. Route sheets listing the Customers' names, addresses, levels of service, day and approximate time of Collection.

At least thirty (30) Days prior to any route changes, Contractor shall give City revised maps and route sheets.

6.3.2 Route Audits/Route Reviews.

Contractor shall cooperate with City route audits of vehicles that Collect Solid Waste, Source Separated Recyclables and Organic Waste in City, including allowing City to follow the vehicles and, with Contractor's consent, ride in the vehicles.

Contractor shall perform route reviews in accordance with 14 CCR 18982(a)(65). This includes detailed tracking of the audit, issues encountered, actions taken etc. Route reviews are a visual inspection along a hauler route for the purpose of evaluation of container contamination.

Section 6.4 Collection Vehicles.

Contractor warrants that it shall provide an adequate number of collection vehicles and equipment for the Collection, Disposal and transportation services for which it is responsible under this Agreement.

6.4.1 Air Emissions.

All Contractor's collection vehicles operating in the City shall meet the current California Air Resources Board's emission standards. If a vehicle that meets the current California Air Resources Board (CARB) standards is unavailable due to unscheduled or non-routine maintenance, another vehicle from the Contractors fleet may be used. Contractor shall document and report all cases in which collection vehicles that do not meet the current CARB standards are used in the City.

6.4.2 Vehicles.

Identification: Contractor shall place the following information on every Collection vehicle in letters and figures at least three inches (3") high in colors that contrast with the background:

a. Contractor's name, unless Contractor immediately notifies the Director that Contractor has substituted another vehicle without Contractor's name to temporarily provide Collection services when the vehicle that Contractor usually uses for Collection is undergoing service and/or repair; and
b. Contractor's toll-free telephone number; and
c. A unique vehicle number.

Contractor may place safety instructions on Collection vehicles. Contractor shall not place any other words or pictures, except as provided herein, on Collection vehicles without City consent.

6.4.3 Leak Containment.

All collection vehicles, carts, and bins shall be leak-proof. Contractor shall not allow any hazardous or non-hazardous liquids or other materials to leak from any vehicle. If leaks do occur, clean-up shall be in accordance with the City of Carpinteria's Watershed Management Program policies. Contractor shall ensure that spill containment kits are provided to all collection vehicles operating in the City and operators are trained on how to use them. This includes protecting nearby storm drains immediately to prevent materials entering the storm drain system and properly disposing of the cleanup materials. At City's request, Contractor shall provide other cleaning services, such as steam cleaning sidewalks where Contractor's cart has leaked, pursuant to Section 10.3.3.

Contractor shall keep a record of leaks including type, amount, action taken to clean it up, employee(s) responsible for clean-up, date and time. Contractor shall report such leaks to City within twenty four (24) hours of any occurrence and also indicate incidents in the Quarterly Report provided to City pursuant to Section 13.4.

6.4.4 Maintenance and Safety.

Contractor shall maintain Collection vehicles in clean condition and good repair to ensure that Collection vehicles operate properly and safely according to the following.

a. **Leaks.** Contractor shall not allow hydraulic fluid or other liquid to leak from any vehicle and shall immediately clean up any leaks. Contractor shall have a spill remediation kit on board all vehicles operating within the city. Contractor shall immediately protect any storm drain inlet from receiving hydraulic fluid or other liquids. Contractor shall photograph any incident.

Contractor shall keep a record of leaks including type, amount, action taken to clean it up, employee(s) responsible for clean-up, date and time. Contractor shall report such leaks to City within twenty four (24) hours of any occurrence and also indicate incidents in the Quarterly Report provided to City pursuant to Section 13.4.

b. **Inspections.** Contractor shall have the California Highway Patrol inspect each vehicle under law. Contractor shall conduct additional inspections, such as brake testing, within seven (7) Days of a request from the Director. Contractor acknowledges that City may inspect any vehicle.
c. **Maintenance Log and Safety Compliance Report.** Within two (2) Business Days of a request from the Director, Contractor shall provide City a copy of its vehicle maintenance log and any safety compliance report, including, but not limited to, any report issued under California Vehicle Code Sections 34500, *et seq*. and the biennial "BIT" inspections conducted by the California Highway Patrol.
d. **Oil Recycling, Re-refined Oil.** Contractor shall Recycle all used oil from its vehicle maintenance operations and make reasonable business efforts to use re-refined oil.

6.4.5 Appearance.

Contractor acknowledges that it is important to City that Contractor presents a professional and well-maintained image. Contractor shall wash vehicles as often as necessary to preserve and maintain a professional and pleasing image, and within two (2) Days of a request from the Director. Contractor shall paint vehicles within thirty (30) Days of a request from the Director.

6.4.6 Spare Vehicles.

Contractor shall maintain a sufficient number of vehicles, fully fueled and ready to dispatch, to replace any vehicle that breaks down enroute so that Customer service is minimally delayed.

6.4.7 Sanitary Operation.

Contractor shall comply with all laws, regulations and procedures promulgated by all agencies having jurisdiction over the safe and sanitary operation of Contractor's equipment.

Section 6.5 Personnel.

6.5.1 Key Personnel.

Contractor acknowledges that providing services under this Agreement is personal in nature because it requires continuous and extensive communication between Contractor's personnel and City staff, and knowledge of City streets, terrain and requirements under this Agreement. Contractor shall use reasonable business efforts to provide City with thirty (30) Days' notice of a change in the following personnel:

a. Route supervisor, and
b. City liaison in Contractor's financial accounting department responsible for submitting reports with respect to Franchisee Quarterly Fees; and
c. City liaison in any Contractor department responsible for submitting reports with respect to Contractor's Diversion of Solid Waste in City.

In its notice to City, Contractor shall include the name and professional qualifications of the replacement personnel. The Director may request, upon thirty (30) Days prior notice, that Contractor use reasonable business efforts to appoint an alternative individual as the City liaison in any Contractor department responsible for submitting reports with respect to Contractor's Diversion of Solid Waste in City

6.5.2 Workers' Compensation Modification Factor Documentation.

Within two (2) Business Days of a request from the Director, Contractor shall provide City with Contractor's Workers' Compensation Experience Modification Factor documentation.

6.5.3 Drivers.

Contractor shall provide appropriate and applicable operational and safety training, including on-job-training by supervisors, to all employees that drive Collection vehicles and/or operate equipment for Collection. Contractor shall train a sufficient number of employees to drive all Collection routes to ensure there is no lapse of Solid Waste Handling Services under this Agreement. Contractor shall keep complete training records. Contractor shall use reasonable business efforts to assign the same employees to drive identified routes in order to encourage accountability and enhance Customer relations. Contractor shall provide a cell phone or an equivalent communication device to each employee that drives a Collection vehicle to keep in contact with Contractor's Customer service representatives, operation and maintenance personnel and the route supervisor. Contractor shall carry out drug and alcohol testing of employees that drive Collection vehicles in compliance with Department of Transportation 49 CFR Part 40 and shall keep complete testing records. Contractor shall make certain that all employees that drive Collection vehicles have in full force and effect a valid driver's license of the appropriate class issued by the California Department of Motor Vehicles and keep copies of such licenses.

6.5.4 Route Supervisor.

Contractor shall assign qualified personnel to supervise field operations in the Service Area, including:

a. Checking that Collection meets specifications under this Agreement; and
b. Making Collection improvements; and
c. Resolving field problems, such as reports of commingling Organic Waste or Recyclables with Solid Waste; and
d. Responding to Complaints of Customers in person or by telephone, such as missed pickups, noise, litter, etc.

Contractor shall provide the route supervisor a cell phone or an equivalent communication device to keep in contact with Contractor's Customer service representatives, operation and maintenance personnel, City and drivers.

6.5.5 Identification, Appearance and Conduct.

Contractor shall ensure that all of its employees who come into contact with the public present a neat, tidy and orderly appearance and clear identification as an employee of Contractor.

6.5.6 Gratuities.

Contractor shall not, nor shall it permit any officer, agent or employee to, request, solicit, or demand, either directly or indirectly, any gratuity from Customers for the Collection of Solid Waste required to be Collected under this Agreement.

6.5.7 Nondiscrimination and Compliance with Law.

Contractor shall comply with all applicable nondiscrimination laws and shall not discriminate against any Person as an employee or potential employee on the basis of his or her race, color, national origin, ancestry, religion, creed, physical handicap, medical condition, marital status or sexual orientation. Contractor shall comply with all applicable labor laws and other applicable laws relating to Contractor as an employer.

Section 6.6 Interruption of Service.

Contractor shall maintain a Back-Up Plan for interruption of service and provide to the City no less than two (2) business days following a request. The Back-Up Plan shall set forth the procedures that Contractor shall follow in the event of an interruption of services provided under this Agreement. In the event that an interruption of services provided under this Agreement occurs, within twenty-four (24) hours of a request from the Director, Contractor shall implement the Back-Up Plan.

Section 6.7 Hazardous Waste Handling.

Contractor shall maintain a Hazardous Waste Handling Protocol, to be submitted to the City upon request. The Hazardous Waste Handling Protocol shall set forth procedures that Contractor shall follow to identify and Collect Hazardous Waste for proper Disposal. The Hazardous Waste Handling Protocol shall include the manner in which Contractor shall use reasonable business efforts to screen all Solid Waste for Hazardous Waste when tipping Containers into vehicles, such as using driver observation in mirrors when tipping Carts in front of the vehicle. In the event Contractor inadvertently delivers Solid Waste to any Disposal Site or Transfer and Processing Facility that includes Hazardous Waste, Contractor shall make a good faith effort to identify and contact the Customer that discarded the Hazardous Waste and recover the Hazardous Waste handling costs and cooperate with the Disposal Site or Transfer and Processing Facility owners or operators to arrange for proper Disposal under law.

ARTICLE 7 CITY'S ABILITY TO CONTROL FLOW OF SOLID WASTE

Section 7.1 Flow Control Option.

City shall have the absolute ability to choose the location for the delivery and/or Disposal of all Solid Waste (including Recyclables and Organic waste) Collected pursuant to this Agreement. Contractor expressly consents to City's ability to direct the location for Disposal of Solid Waste hereunder and waives any and all rights to challenge City's ability to do so, including without limitation any rights under the Commerce Clause of the United States Constitution.

At any time during the Term of this Agreement, the Director may notify Contractor in writing that City desires to invoke its flow control option. In the event that the Director so notifies Contractor of the desire to change the City's flow control option, the written notification shall include the change, including whether the change is to Solid Waste, Source Separated Recyclables and/or

Source Separated Organic Waste and whether the change involves the Designated Disposal Site, the Designated Transfer and Processing Facility and/or any specific one of Contractor's Facilities. In the event the Director so notifies Contractor of the desire to cease exercising the City's flow control option, Contractor shall have the absolute discretion to utilize any Disposal Site, Transfer and Processing Facility, Material Recovery Facility, or other facility of its choosing to retain, Recycle, process, and Dispose of Solid Waste, Source Separated Recyclables and/or Source Separated Organic Waste generated within City, provided the use of such facility by Contractor enables it to meet all other requirements of this Agreement.

ARTICLE 8 DIVERSION

a. Contractor shall ensure through the delivery of its programs and services under this contract that City's overall diversion rate meets or exceeds the State mandated minimum requirement, currently set at 50%.
b. Contractors compliance with the diversion requirements and goals above shall be reported by sector through the Quarterly reports to the City.

ARTICLE 9 HAZARDOUS WASTE NOTIFICATIONS

Section 9.1 Hazardous Waste Inspection and Notifications.

Contractor reserves the right and has the duty under law to inspect Solid Waste put out for Collection and to reject Solid Waste observed to be contaminated with Household Hazardous Waste and the right not to Collect Household Hazardous Waste put out with Solid Waste. Contractor shall notify all agencies with jurisdiction, if appropriate, including the California Department of Toxic Substances Control and Local Emergency Response Providers and the National Response Center of reportable quantities of Household Hazardous Waste, found or observed in Solid Waste anywhere within City. In addition to other required notifications, if Contractor observes any substances which it or its employees reasonably believe or suspect to contain Household Hazardous Waste unlawfully Disposed of or released on any City property, including storm drains, streets or other public rights-of-way, Contractor shall immediately notify the Director.

Section 9.2 Hazardous Waste Diversion Records.

Contractor shall maintain records showing the types and quantities, if any, of Household Hazardous Waste found in Solid Waste, which was inadvertently Collected from Customers within City, but Diverted from the Designated Disposal Site or other Disposal Sites.

ARTICLE 10 CUSTOMER SERVICE

Section 10.1 Customer Service Policy.

Contractor shall provide a Customer Service Policy to City upon request. The Customer Service Policy shall include procedures, to the satisfaction of the Director, for communicating with Customers and taking, responding to and resolving Customers' questions, Complaints and disputes. Notwithstanding the Customer Service Policy, Contractor shall be subject to the Customer service requirements set forth in this Article.

Section 10.2 Container Service.

10.2.1 Containers Provided by Contractor.

Contractor shall provide Customers with the following Containers meeting the requirements of SB 1383 and the industry quality standards for storage of discarded Solid Waste, Source Separated Recyclables and Organic Waste pending Collection by Contractor:

a. All Carts, Bins and Roll-Off Boxes (not compactors) for City and all Customers consistent with Article 5; and
b. Sharps Waste Containers for Residential Customers consistent with Subsection 5.8.5.

10.2.2 Container Inventory.

Contractor shall store unused Containers in a secure location. Contractor shall update its Container inventory within seven (7) Days of a request by the Director.

10.2.3 Delivery of Containers.

Upon a Customer request, for reasons of service commencement or lost or stolen Containers, Contractor shall deliver Containers to the Set-Out Site no later than the day following Customer's Collection Day. Delivery of Containers pursuant to this Subsection shall be provided by Contractor at no charge to City or the Customers.

10.2.4 Pick-Up, Exchange, Decrease or Increase Number of Containers.

Upon a Customer request, for reasons of service termination or change in service, Contractor shall pick-up, exchange, increase or decrease the number of Containers at the Set-Out Site no later than the day following Customer's Collection Day. Pick-up, exchange, increase or decrease the number of Containers pursuant to this Subsection shall be provided by Contractor at no charge to City or the Customers.

10.2.5 Maintenance, Repair or Replacement of Containers.

Contractor shall maintain and repair all Containers. Upon a Customer request or request by the Director, Contractor shall repair or replace Containers that are damaged or constitute a threat to public health and safety, including keeping out rodents, flies and other vectors. A determination by the Director that a Container shall be repaired or replaced shall bind Contractor to do so. Contractor agrees to maintain its Solid Waste containers in City free of graffiti. In addition, any emergency Containers placed at schools and at City Hall or other City Facilities Premises pursuant to Article 18 must likewise be kept free of graffiti.

10.2.6 Collection and Emptying of Containers.

After emptying each Container as part of the Collection services provided by Contractor under this Agreement, Contractor shall replace it in its Set-Out Site.

Contractor may not randomly place bins in public areas unless they are preapproved for the location and delineated by safety cones as approved by the director.

Section 10.3 Contractor Service Standards.

10.3.1 General Service Requirements.

Contractor shall perform all services provided under this Agreement in a prompt, thorough, comprehensive, reliable, courteous and professional manner so that Customers receive high-quality Collection services at all times. Contractor shall perform all services under this Agreement regardless of weather conditions and difficulty of Collection, subject to the exceptions set forth in Sections 6.2 and 23.2.

10.3.2 Customer Litter.

In the event Contractor repeatedly observes littered Solid Waste outside a Container set out by a Customer for Collection, Contractor shall discuss ways to prevent littered Solid Waste directly with the Customer. In the event that this situation persists, Contractor shall report its discussion with the Customer to City.

10.3.3 Contractor Litter.

Contractor shall immediately clean up and Collect all Solid Waste spilled, scattered or littered while performing the services under this Agreement and pursuant to Section 6.4.4, including, but not limited to, lifting and emptying Containers and driving from or between Collection stops and tracking Solid Waste onto any alley, street or public place. Contractor shall equip each Collection vehicle with a broom, shovel and absorbent material.

Section 10.4 Respect for Property.

10.4.1 Property Damage.

Contractor shall use due care in entering and exiting Residential Premises, Commercial Premises and City Facilities Premises. Contractor shall use paved surfaces where practicable and avoid crossing landscaped areas. Contractor shall not jump over hedges and fences. Contractor shall close all gates it opened after making Collections. In the event a Customer specifically directs Contractor to drive on private driveways or pavement in the course of providing Solid Waste Handling Services under this Agreement, Contractor may request that the Customer provide Contractor a waiver of damage liability and/or indemnification. Any physical damage caused by the negligent or willful acts or omissions of Contractor to public or private property shall be repaired or replaced by Contractor at Contractor's sole expense. Disputes between Contractor and its Customers as to damage to private property are civil matters and Complaints of damage shall be referred to Contractor as a matter within its sole responsibility and as a matter within the scope of Section 16.1.

Contractor shall include a description of any Customer notice of damage, including status of resolution, in its Quarterly Report set forth in Section 13.4. Except as provided in Article 16 and Subsection 10.4.2, this Agreement does not purport to affect, in any way, Contractor's civil liability to any third parties.

10.4.2 Pavement Damage.

Except for normal wear and tear on City streets resulting from the Contractor's reasonable operation of its collection vehicles, all damage to the City's driving surfaces, whether or not

paved, which is caused by the operation of the Contractor's vehicles while providing services within the City under this Agreement will be repaired or replaced by Contractor at Contractor's Sole expense. Contractor shall understand that the exercise of this Agreement may involve the operation of its collection vehicles over privately owned roads and streets. Contractor is authorized to require releases from the owner(s) of such private roads or streets as a condition precedent to the provision of curbside service to adjoining customers. Any disputes between Contractor and its Customers as to damages to private pavement are civil matters and complaints of damage will be referred to Contractor as a matter of sole responsibility and as a matter within the Scope of Section 16.1.

10.4.3 Utilities.

Any damage to any utilities, whether located on public or private property, resulting from the negligence of Contractor shall be repaired or replaced by Contractor at Contractor's sole expense.

Section 10.5 Customer Service Complaints, Standards and Violations.

10.5.1 Customer Service Complaints.

a. All service complaints must be directed to the Contractor. Daily logs of complaints concerning collection of solid waste must be retained for a minimum of 24 months and must be available to the City at all times upon request.
b. The Contractor must log all complaints. This log must include the date and time the complaint was received, name, address and telephone number of caller, description of complaint, employee recording complaint, and the action taken by the Contractor to respond to and remedy complaint. All written customer complaints and inquiries must be date-stamped when received. All complaints must be initially responded to within one business day of receipt. The Contractor must log action taken by the Contractor to respond to and remedy all complaints.
c. All customer service records and logs kept by the Contractor will be available to the City upon request and at no cost to the City. The City shall, at any time during regular Contractor business hours, have access to the Contractor's customer service department for purposes that may include monitoring the quality of customer service or researching customer complaints.

10.5.2 Resolution of Customer Complaints

a. Disputes between the Contractor and its customers regarding the services provided under this Agreement may be resolved by the City Manager. The decision of the City Manager shall be final and binding.

b. Intervention by the City is not a condition precedent to any rights or remedies third parties might otherwise have in any dispute with Contractor. Nothing in this section is intended to affect the remedies of third parties against the Contractor.

10.5.3 Reimbursement of City Cost.

Contractor acknowledges that City is not responsible for taking, responding to or resolving Customers' questions, Complaints and disputes.

Section 10.6 Customer Privacy and Customer Mailings.

Contractor shall strictly observe and protect the rights of privacy of Customers. Information identifying individual Customers, or the composition or contents of a Customer's Solid Waste or Source Separated Recyclables shall not be revealed to any Person, governmental unit, private agency or Contractor, unless required by law or upon authorization of the Customer.

This provision shall not be construed to preclude Contractor from preparing, participating in, or assisting in the preparation of Solid Waste characterization studies or waste stream analyses that may be required by the Act.

Contractor shall not market or distribute mailing lists with the names and addresses of Customers.

The rights accorded Customers pursuant to this Section shall be in addition to any other privacy rights accorded Customers pursuant to federal and state law.

Section 10.7 Means of Communicating with Customers and City.

10.7.1 Office Hours.

Contractor shall maintain an office with assigned personnel. Contractor's office hours shall be from 8:00 a.m. to 5:00 p.m. Monday-Friday and 8:00 a.m. to 12:00 p.m. on Saturdays when Collection is occurring, excluding Holidays.

10.7.2 Telephone Numbers.

Contractor's office shall be accessible by a local phone number and a toll-free number. Contractor shall ensure that assigned personnel will answer the telephone during office hours. Contractor shall provide an answering or call-forwarding service system to take Customer messages outside of office hours. Contractor shall answer Customer messages no later than the following Business Day.

Contractor shall maintain an emergency telephone number for use by City personnel only outside office hours. Contractor shall have a representative, or an answering or call-forwarding service system to contact such representative, available at the emergency telephone number during all hours other than office hours.

At Contractor's expense, its regular and emergency telephone numbers shall be listed in City telephone directories under both Contractor's name and City's name. Contractor shall have the capability of responding to Customers in English, Spanish dialects and other languages necessary for communication between Contractor and its Customers.

10.7.3 Posting Contact Information.

Contractor shall post its contact information on all of its written communications with Customers, including, but not limited to Bills, non-Collection notices and newsletters.

10.7.4 Web Site.

Contractor shall maintain a web site with content acceptable to City. Contractor shall post all of the following information on its web site:

a. Explanation of the Solid Waste Handling Services provided under this Agreement; and
b. A link to City's web site; and
c. A link to programs or facilities where Customers can legally discard different wastes; and
d. Contractor's contact information; and
e. Other information related to Solid Waste management upon City request.

Section 10.8 Education and Public Relations.

All written documents, notices and other printed materials provided to Customers pursuant to this Section shall be submitted to City for approval no less than five (5) business days prior to submission of the materials to Customers.

10.8.1 Customer Orientation Packet.

Contractor shall develop and provide each Customer with a Customer Orientation Packet at the start of services under this Agreement, including the restart of service that has been terminated. The Customer Orientation Packet shall include an explanation of the Customer's current services, an explanation of the Solid Waste Handling Services provided under this Agreement and an explanation of set-out instructions.

10.8.2 Customer Service Summary.

Contractor shall provide Customers a Customer service summary annually explaining the Customer's current services provided under this Agreement and notice that an explanation of the Solid Waste Handling Services provided under this Agreement are available on Contractor's web site or upon request.

10.8.3 Quarterly Newsletter.

Contractor shall produce a quarterly newsletter designed to promote safe Solid Waste handling, Recycling and Diversion. Contractor shall email the newsletter to Customers that receive Bills on-line and/or request electronic communication; otherwise, the newsletter shall be distributed via United States Postal service mail as bill inserts, and/or download from the City-dedicated webpage on Contractor's website.

10.8.4 Customer Satisfaction Survey.

City may conduct Customer service satisfaction surveys. Contractor may review and comment upon the survey form and content. Contractor shall cooperate with City in conducting the survey. Contractor may obtain a copy of the survey results.

10.8.5 Additional Information.

Contractor shall produce and distribute additional education materials upon City request at Contractor's expense up to the Contractor monetary contribution set forth in this Section and at City's expense thereafter. Contractor may produce and distribute additional materials subject to approval by City pursuant to this Section.

10.8.6 Program Outreach and Tracking

Contractor shall provide detailed outreach material and tracking data for all sectors serviced in accordance with SB 13811383, other state mandate programs and Carpinteria Municipal Code Chapter 8.08, Article V.

ARTICLE 11 OWNERSHIP OF SOLID WASTE

Except as otherwise provided under State law, ownership and the right to possession of Solid Waste, including Organic Waste and Recyclables, shall transfer directly from the Customer to Contractor upon Collection by Contractor. At no time shall City obtain any right of ownership or possession of Solid Waste or Hazardous Waste placed for Collection and nothing in this Agreement shall be construed as giving rise to any inference that City has any such rights.

ARTICLE 12 RATES, FEES AND BILLING

Section 12.1 Maximum Rates.

In consideration of and as compensation for the performance of Solid Waste Handling Services, Contractor shall, in its sole discretion, establish, charge and collect Customer Rates, which shall not exceed the Maximum Rates. The Maximum Rates shall be the maximum amount Contractor may charge Customers as full, entire and complete compensation due to Contractor pursuant to this Agreement for performance of all Solid Waste Handling Services required by this Agreement. The Maximum Rate Schedules as of the Services Initiation Date are provided in Exhibit B. Contractor is under no obligation to charge the Maximum Rates. Contractor shall impose no other charges for any services provided to Customers, unless approved in writing by City, except for those charges provided in Exhibit C: Administrative Charges pursuant to this Article.

12.1.1 Multifamily Recycling Maximum Rates.

The Multifamily Recycling Maximum Rates effective July 1, 2024 are shown in Schedule 2 of Exhibit B. To protect public health and safety, the Multifamily Recycling Maximum Rates shall increase by 20 percent (exclusive of any increase pursuant to section 12.3 of this Agreement) on July 1 annually over the following three years. By July 1, 2027, the Maximum Rates for Multifamily Recycling shall be equivalent to the Maximum Rates for Commercial Recycling.

These annual increases in Maximum Rates do not obligate Contractor to increase Customer Rates. Any increases to Multifamily Recycling Customer Rates up to the applicable Multifamily Recycling Maximum Rates are at Contractor's sole discretion.

Section 12.2 Residential and Commercial AB 939 Fees

In addition to the amount billed by the Contractor for services rendered hereunder, each quarterly billing shall include the surcharge in the amount of 13% of gross receipts for all residential container service and 11% of gross receipts for all commercial bin services per month. This fee shall be collected by the Contractor and paid to the City quarterly in addition to the fees paid pursuant to Section 12.8.2. The fees shall be deposited by the City into the City's Solid Waste Fund.

Section 12.3 Escalation.

All maximum rates shall be subject to escalation beginning on July 1, 2023. The rate shall be escalated only if the Contractor is in full and complete compliance with the obligations of this Agreement.

Such escalation shall be calculated by computing the percentage change in the CPI index for the twelve month annual average period ending June 30 of each year, and multiplying the applicable amount to be escalated by 100% (one hundred) of that percentage change in the CPI. The maximum annual CPI request shall not exceed 4% with a base of 0.0%.

The Consumer Price Index (CPI) used shall by the Consumer Price Index-All Urban Consumers (CPI-U) for the Los Angeles-Long Beach-Anaheim, CA, not seasonally adjusted, all items index, annual average, as published by the United States Department of Labor, Bureau of Labor Statistics.

The calculation to determine the CPI multiplier is as follows: (Example only)

a. Current year CPI, Annual Average 224.6
b. Previous Year CPI, Annual Average 221.4
c. Change in Index (Line 1 minus Line 2) 3.2
d. % Increase (3.2/221.4)X100 = 1.44%

As defined, an annual average is comparing 1(one) 12 month period against another 12 month period.

The Contractor shall deliver to the City notification of the rate escalation, with supporting data and calculations, by April 1 prior to the rate increase becoming effective. Failure of the Contractor to escalate its rates pursuant this subsection in any one year shall result in the Contractor waiving its right to escalate the rates for that year.

Section 12.4 Adjustment of Rates.

In addition to the annual escalation provided in Section 12.3, commencing on July 1, 2024, the Contractor may apply for an increase in the maximum rates, if the Contractor can demonstrate that the Contractor's operational costs have substantially increased or there has been a material change in the law. For the purpose of this section, operational costs shall be defined as: Motor vehicle fuel, Insurance, Contractor's personnel costs (salaries and benefits), equipment repair costs, processing fees, tipping fees, and equipment purchases. When applying for an increase, the Contractor shall submit to the City, by April 1 of each year, information in support of the adjustment. Additional factors to be taken into consideration in connection with the adjustment request will include, but are not limited to:

a. Overall customer satisfaction
b. Satisfactory compliance with all provisions of this Agreement
c. Contractor has complied with solid waste diversion requirements in all sectors as defined and mandated by the state of California and implemented by the City of Carpinteria.

Contractor shall submit any and all data requested in the format prescribed by the City Manager. The City Manager shall review the information submitted by Contractor and, in the City Manager's

reasonable judgment, make the final determination on the appropriate amount of the adjustment, if any. A requested adjustment may not be denied in the case of changed or additional services requested by the City, additional reporting required by the City, the City's designation of a disposal site or processing facility, any change in the Municipal Code affecting the Contractor's operations, or changes in state or local government solid waste fees and charges. Any such rate adjustment approved by the City Manager shall become effective on July 1.

Any change in in facility tipping fee or processing fee shall result in an automatic rate adjustment in an amount of the change plus applicable governmental fees. The tip fee shall be apportioned to the residential and commercial customers in accordance with the volume and frequency of their service.

Any change in governmental fees, including but not limited to fees imposed by the City, such as AB 939 fees, shall result in an automatic rate adjustment in the amount of the change in said governmental fee.

Contractor shall give a minimum of 15 (fifteen) days written notice to all customers as approved by the city of any such change in rates to the customers under Section 12.

Section 12.5 Rate Adjustment Dispute.

Any dispute regarding the computation of a rate adjustment shall be decided by City. A rate adjustment computation decision may be appealed by Contractor in accordance with the procedures provided in Article 19. The Maximum Rates in effect at the time a rate adjustment dispute is submitted to City shall remain in effect pending resolution of that dispute. The date a Maximum Rate is determined to be effective through the dispute resolution procedures provided in Article 19, shall be the next immediate Billing cycle of Contractor after the date of dispute resolution.

Section 12.6 Competitive Rate Guarantee.

Contractor guarantees that upon the Services Initiation Date of this Agreement that the Customer Rates and/or the Maximum Rates shall not be greater than the Comparable Rates charged for Similar Service to Residential and Commercial Customers in the Local area.

In the event that, as of the Services Initiation Date, the Customer Rates set by Contractor and/or the Maximum Rates provided in Exhibit B are greater than any of the Comparable Rates for Similar Service, City shall notify Contractor of its obligations under this Section. Such notification shall specify the Customer Rates and/or the Maximum Rates that are greater and are subject to adjustment under this Section. Within sixty (60) Days of receipt of such notice, Contractor shall ensure that any Customer Rates are not greater than the Comparable Rates for Similar Service Area.

Section 12.7 Franchisee Quarterly Fees.

Contractor shall pay to City the Franchisee Quarterly Fees as set forth in this Section.

12.7.1 Calculation of Franchisee Quarterly Fees.

The Franchisee Quarterly Fees shall be comprised of the Franchise Fee for the Residential and Commercial sectors. Contractor shall calculate the Franchisee Quarterly Fees as follows:

a. Calculate the Total Billings for the preceding quarter broken out into Residential Container Service and Commercial Bin Service; and
b. Multiply the Residential Gross Receipts by 0.08 (Franchise Fee); and
c. Multiply the Commercial Gross Receipts by 0.08 (Franchise Fee);

12.7.2 Payment of Franchisee Quarterly Fees.

Contractor shall pay the Franchisee Quarterly Fees for the prior quarter to City on or before the thirtieth (30th) Day of the following month. Should any such due date fall on a weekend or Holiday in which City Hall is closed, payment shall be due on the first business Day thereafter. Franchisee Quarterly Fees shall be submitted to City with the calculation form provided in Exhibit F, which includes a statement certified by an officer of Contractor attesting to the accuracy of the amounts paid.

Section 12.8 Customer Billing.

12.8.1 Contractor to Bill.

Contractor shall prepare and mail Bills for services provided by Contractor and shall receive Customer payments according to this Section.

12.8.2 Frequency.

Contractor shall Bill Residential Customers for Cart services bi-monthly in advance of services provided. Contractor shall Bill Residential Customers for Bin services and Commercial Customers for all services monthly in arrears of services provided. Contractor shall submit Bills to Customers no sooner than the first day of the Billing period.

12.8.3 Automated Billing and Payment.

Contractor shall make available to all Customers a web site-based electronic Billing and payment system. This system should allow Customers to view and pay Bills through Contractor's web site. Contractor shall ensure that Customers may choose to cease receiving paper Bills and receive all Bills through email and/or Contractor's web site. Contractor shall ensure that the web site-based electronic Billing and payment system conforms to industry-standard practice for electronic commerce security.

12.8.4 Bill Format.

Contractor shall Bill Customers using a Bill format approved by City, if Customer does not choose to cease receiving paper Bills. Bills shall be payable solely to Contractor and no other Person, including any Affiliate. Contractor shall provide City a sample Bill upon request from City. Contractor shall include inserts, announcements or other written materials with Bills according to Section 10.8.

12.8.5 Refunds.

Contractor shall refund to Customers any overcharges, including advance payments for services that Customer subsequently canceled, within thirty (30) Days of Contractor's receipt of Customer payment or Contractor's discovery of the overcharge. Contractor shall pay interest at ten percent (10%) per annum from the date originally overcharged until the date refunded, or lesser amount acceptable to City.

12.8.6 Returned Check.

Contractor may charge a Customer a return check charge as set forth in Exhibit C for any payment made in the form of a check and the check could not be processed for any reason, including, but not limited to insufficient funds available, by the Customer's financial institution and, therefore, is returned to Contractor unpaid.

12.8.7 Termination of Service; Restart Service.

Contractor may send a notice of termination of service for non-payment upon sixty (60) Days of non-payment of the Bill. Contractor may terminate Collection service no sooner than five (5) Days after sending the sixty (60) Day termination notice and may discontinue service until payment in full has been received. Contractor shall provide City a list of delinquent accounts upon request. After a Customer's service is terminated for non-payment, Contractor may charge the Customer a restart service charge as set forth in Exhibit C to resume services.

ARTICLE 13 RECORDS AND REPORTING

Section 13.1 Record Retention.

In addition to the record retention requirements of Sections 9.2, 13.13 and 17.4, Contractor shall maintain, in electronic form at a minimum, all records relating to the services provided hereunder, including, but not limited to, route maps, customer lists, Billing records, weight tickets, maps, the Act records, and Customer Complaints, for the period during which Collection services are provided pursuant to this Agreement, and an additional period of not less than three (3) years after expiration or termination of this Agreement, or any longer period required by law. In addition, summaries of weight tickets identifying the disposition of Solid Waste Collected in City shall be kept for a period of thirty (30) years.

Section 13.2 Audits.

City shall have the right, upon reasonable advance notice, to inspect, audit and copy all of Contractor's records relating to Contractor's provision of services pursuant to this Agreement, including, but not limited to, route maps, customer lists, billing records, weight tickets, the Act records and Customer Complaints, Contractor's payment of fees to City and records which may be relevant in the event of an action under CERCLA or related Claims. In the absence of extraordinary circumstances, five (5) Business Days' notice shall be considered reasonable. Such records shall be made available to City (or City's designated representative) at Contractor's regular place of business. City shall maintain any confidential or proprietary records of Contractor in confidence and shall not disclose such records except as required by any applicable public records disclosure law. Prior to destruction of records relating to the services provided pursuant to this Agreement, Contractor shall provide copies or originals of such records to City.

Section 13.3 Overpayment or Underpayment.

Should any examination or audit of Contractor's records reveal an overpayment or underpayment by Contractor, the amount of underpayment, plus interest compounded monthly at the maximum lawful rate, shall be paid by Contractor to City within thirty (30) Days. The amount of any overpayment shall be paid by City to Contractor in the ordinary course of business.

Section 13.4 Quarterly Reports.

The following information is the minimum required to be reported quarterly: Tons of solid waste collected by the Contractor for the previous quarter, sorted by type of service (solid waste, recycling, organic waste, roll-off) and type of account, and itemized by percentage in the total tonnage collected, and the facilities where the tonnage was processed or disposed. Quarterly reports shall include the following information:

a. Number of residential accounts billed by the Contractor, including the number of residential accounts participating in the recycling program.
b. Number of multi-family residential accounts billed by the Contractor, including the number of multi-family residential accounts participating in the recycling program
c. Number of commercial accounts billed by the Contractor, including the number of commercial accounts participating in the recycling program
d. Identify any residential, multi-family or commercial establishment that does not subscribe for service.
e. Gross revenue received during the quarter, franchise fees, and AB 939 fees.
f. Provide diversion data for Contractors accounts. This may include recycling, source reduction and reuse of materials. Third Party data shall be used in calculating diversion rates.
g. Materials recovered. Statement showing kinds of recyclable materials collected and the quantity sold by sector (in tons).
h. Number of missed collections reported to Contractor
i. Narrative summary of problems encountered (including scavenging) and actions taken with recommendations to the City, as appropriate.
j. Copies of promotional and public education materials sent during the preceding quarter.
k. Copies of hazardous waste diversion records showing types and quantities, if any, of hazardous waste that was inadvertently collected, but diverted from landfilling.
l. Complaint log/summary for the quarter, on a computer disc, identifying the nature of complaints and their resolution.
m. List of any instances of leaking vehicles/equipment to be identified.
n. Other information or reports that the City may reasonably request.

Section 13.5 Additional Reporting.

Upon request, Contractor shall provide additional information to the City not less that two (2) weeks following an inquiry from the Director or their Designee. Additional information requested includes, but is not limited to:

a. A list of all accounts billed by the Contractor, including service address, billing address, and service levels, i.e., number of carts/bins in service by type of service (solid waste, recycling, green waste), size (32, 65, or 95-gallon, bin size) and additional cart charges; and for bins and roll-off service -- number and size of containers, type and frequency of service.
b. Disposal records and all other requested information required under Section 13.4.

c. A complete inventory of equipment used to provide all services (such as vehicles, containers by size, and the waste stream from each type of container).

d. General information about the Contractor, including a list of officers and directors, the most recent annual report and other periodic public financial reports of the Contractor, its subsidiaries and affiliated companies, that may perform services under this Agreement.

e. An explanation of any changes in integrated waste management, including projections and proposed implementation dates and costs, recommended by Contractor or this Agreement, based on developments in the law or technology. Contractor's recommendations with respect to compliance with the Act shall state the specific requirement of the Act that the implementation of the recommendation is intended to satisfy

Section 13.6 Financial Statement.

Contractor shall prepare a financial statement with respect to the Solid Waste Handling Services provided under this Agreement for each Fiscal Year within one hundred (100) Days of the close of the Fiscal Year. Contractor shall attach to the financial statement the following:

a. The accountant's representation that Contractor's financial statement was audited in accordance with generally accepted auditing principles;
b. That the financial statement was prepared in accordance with generally accepted accounting principles, which were consistently applied;
c. The financial statement fairly presents the financial position, the results of operations, the cash flow of Contractor, and contract profitability;
d. The Contractor's Chief Financial Officer's statement that no events subsequent to the preparation of the last financial statement submitted under this Agreement have materially changed Contractor's financial status or condition or describing any material changes in Contractor's financial status or conditions since the preparation of the last financial statement.

Section 13.7 Reporting Adverse Information.

Contractor shall provide City two (2) copies (one to the City Manager, one to the City Attorney) of all Claims, reports, pleadings, applications, notifications, notices of violation, communications or other material relating specifically to Contractor's performance of services pursuant to this Agreement, submitted by Contractor to, or received by Contractor from, the United States or California Environmental Protection Agency, CalRecycle, any local enforcement agency, the Securities and Exchange Commission or any other federal, state or local agency, including any federal or state court. Copies shall be submitted to City simultaneously with Contractor's filing or submission of such matters with said agencies. Contractor's routine correspondence to said agencies need not be routinely submitted to City, but shall be made available to City promptly upon City's written request.

Section 13.8 Failure to Report.

The refusal or failure of Contractor to file any required reports, or to provide required information to City, or the inclusion of any materially false or misleading statement or representation by Contractor in such report shall be deemed a material breach of this Agreement and shall subject Contractor to all remedies which are available to City under this Agreement or otherwise, provided that City must follow the procedures for dispute resolution found in Article 19 before declaring any such material breach.

Section 13.10 Costs.

All reports and records required under this Agreement shall be furnished at the sole expense of Contractor.

Section 13.11 Certification.

Contractor shall provide a certification statement, under penalty of perjury, by the responsible corporate official, that each report submitted pursuant to this Article is true and correct.

Section 13.12 Submission of Reports.

Reports shall be submitted to:

City Manager [or designated representative]
City of Carpinteria
5775 Carpinteria Avenue
Carpinteria, CA 93013

Contractor agrees that cooperation between Contractor and City is critical to the success of this program. City reserves the right to request from Contractor additional information reasonably and directly pertaining to this Agreement on an "as-needed" basis.

Section 13.13 CERCLA Defense Records.

City and Contractor agree that the ability to defend against CERCLA and related litigation is of great importance. For this reason, City and Contractor regard the ability to prove where Solid Waste Collected in City was taken for disposal, as well as where it was not taken, to be relevant. Contractor shall maintain data retention and preservation systems which, in the event of litigation, can establish where Solid Waste Collected in the City was Disposed (and therefore establish where it was not Disposed) and will provide a copy of the reports required by Sections 9.1, "Hazardous Waste Inspection and Notification," 9.2, "Hazardous Waste Diversion Records," 13.4, 13.4, “Quarterly Reports,” to the City Clerk. In addition, Contractor agrees to maintain electronic copies of the foregoing reports for thirty (30) years after the end of the period during which Collection services are to be provided pursuant to this Agreement. Contractor agrees to notify City's Risk Manager and City Attorney before destroying Contractor’s copies of such records and Contractor shall provide copies or originals of such records to City. This provision shall survive the expiration of the period during which Collection services are to be provided under this Agreement.

Section 13.14 PERIODIC REVIEW

The City will periodically review the Contractor’s performance based on subscriber complaints, timely payment of sums due, statistical reporting, program progress, etc. This review will be conveyed to the City Council, and the Contractor may review the report and submit its own statement.

Section 13.15 DETAILED PERFORMANCE REVIEW

The City, at its sole discretion, may require a Performance Review subject to the terms and conditions of this Section 13.15. A qualified firm chosen by the City and under contract to City

shall perform the Performance Review. The City, in it's the sole discretion, shall select the qualified firm to conduct the Performance Review.

a. The costs of the Performance Review shall be borne by the Contractor, except that (i) Contractor shall not be obligated to pay more than $30,000.00 for any one Performance Review, and (ii) the total amount that Contractor shall be obligated to pay for Performance Reviews during the Term of this Agreement shall not exceed $50,000.00. Notwithstanding the preceding sentence, if the Performance Review finds a material breach or default in Contractor's performance, Contractor shall in a timely manner reimburse City the total cost of the Performance Review within ten (10) days of written demand from City and the amount shall not count against the maximum reimbursement due to City for the term of this Agreement.
b. The Performance Review shall address all appropriate areas, including, but not limited to, the following areas, and shall provide specific recommendations, as appropriate, for improvement in each area:
    i. Compliance with the terms of this Agreement and Applicable Law.
    ii. Overall organizational structure and management systems and procedures.
    iii. Efficiency of collection operations, including an analysis of routes, schedules and the impact to Agreement requirements.
    iv. Staffing practices, including the deployment of management and supervisory personnel.
    v. Financial management practices, including Contractor's billing and collection system and its policies with regard to uncollected accounts.
    vi. Personnel management practices, including compensation policies and the resolution of employee grievances.
    vii. Employee job and safety training, and management of Hazardous Waste.
    viii. Procedures for receiving and resolving subscriber complaints and concerns.
    ix. Procedures for the acquisition, maintenance, safety check, and replacement of equipment.
    x. Utilization and management of facilities, equipment and personnel.
c. The Contractor shall cooperate fully with the Performance Review, and provide within thirty (30) days of request, all operational, financial and other information deemed reasonable or convenient by City or the firm for purposes of conducting the Performance Review. The Contractor's failure to cooperate or provide all requested information shall be considered an event of Default.
d. In conjunction with any Performance Review, City reserves the right to require changes to Contractor's operations, which City determines to be necessary or appropriate by reason of the findings or results of the Performance Review to carry out the intent of the terms and conditions of this Agreement.

ARTICLE 14 CALRECYCLE REPORTING REQUIREMENTS

Contractor shall cooperate with City in Solid Waste Disposal characterization studies and waste stream audits and shall implement measures adequate to achieve City's source reduction, Recycling and waste stream Diversion goals for the Solid Waste stream covered by this Agreement. During the period in which Collection services are provided pursuant to this Agreement, Contractor at Contractor's sole expense, shall submit to City information and reports necessary for City to meet its reporting obligations imposed by the State, and the regulations implementing the AB 939 and SB 1383, for the waste stream covered by this Agreement. Contractor agrees to submit such reports and information on computer discs, or by modem, in format compatible with City's computers, at no additional charge, if requested by City.

ARTICLE 15 COMPLIANCE WITH LAWS AND REGULATIONS

Contractor and City shall comply with all Applicable Laws, specifically including, but not limited to, RCRA, CERCLA, the Act and all applicable ordinances, resolutions, rules and other regulations of City, County and State.

ARTICLE 16 INDEMNIFICATION

Section 16.1 Indemnification of City.

Contractor shall protect, defend (with counsel reasonably approved by City), indemnify and hold harmless the Indemnitees from and against any and all Claims arising out of or resulting in any way from Contractor's performance of its obligations, including the provision of services, under this Agreement, unless such Claim is due to the sole or active negligence or willful acts of the Indemnitees.
Contractor shall protect City and appear in and defend the Indemnitees in any Claims and actions by third parties, whether judicial, administrative or otherwise, arising out of or resulting in any way from City's grant of this Agreement and Contractor's performance of this Agreement, including, but not limited to disputes and litigation over the definitions of "Solid Waste" or "Recyclables" or the limits of City's authority with respect to the grant of licenses or agreements, exclusive or otherwise, asserting rights under the Commerce Clause (including the Dormant Commerce Clause and federal or state legislation governing the process for the award of Solid Waste contracts) to provide Solid Waste Handling Services, or the necessity or propriety of notice and hearing procedures required to effect any increase in Customer Rates for Contractor's services hereunder (to the extent arising from the acts or omissions of Contractor in connection with any notice and hearing process). This provision shall survive the expiration of the period during which Collection services are to be provided under this Agreement, for Claims arising prior to the expiration of the period during which Collection services are to be provided pursuant to this Agreement.

Section 16.2 Hazardous Substances Indemnification.

Subject to the limitation provided below, Contractor agrees to indemnify, defend (with counsel reasonably approved by City), protect and hold harmless the Indemnitees from and against any and all Claims of any kind whatsoever paid, suffered or incurred by or against the Indemnitees resulting from any repair, cleanup, removal action or response action undertaken pursuant to CERCLA, the H&S Code or other similar federal, state or local law or regulation, required as a result of Solid Waste Collected, transported and Disposed of by Contractor. The foregoing indemnity is intended to operate as an agreement pursuant to Section 107(e) of CERCLA and Section 25364 of the H&S Code to defend, protect, hold harmless and indemnify the Indemnitees from all forms of liability under CERCLA, the H&S Code or other similar federal, state or local law or regulation.

Notwithstanding any provision herein to the contrary, the foregoing indemnity is expressly conditioned upon the implementation by City of an effective program for minimization and proper Recycling, treatment and Disposal of Hazardous Waste generated or accumulated by Residential Premises in compliance with the Act, specifically Sections 41500 and 41802(b)(2) of the Public Resources Code. City's implementation of a program for minimization and proper Recycling, treatment and Disposal of Hazardous Waste generated or accumulated by Residential Premises shall be presumed to be in compliance with the Act, specifically Sections 41500 and 41802(b)(2) of the Public Resources Code, unless Contractor or an agency with jurisdiction has notified City

that its program is not in compliance, and a final determination has been made that City's program is not in compliance with the Act, specifically Sections 41500 and 41802(b)(2) of the Public Resources Code.

With respect to Hazardous Waste Collected by Contractor pursuant to this Agreement which has been Disposed of at places owned or operated by Contractor, or by an entity under the same ownership and control of Contractor, Contractor shall deliver a Hazardous Substances Indemnification in a form satisfactory to and approved by City.

With respect to Hazardous Waste collected by Contractor pursuant to this Agreement which has been disposed of at places not owned or operated by Contractor or by an entity under the same ownership and control of Contractor, Contractor shall cause the owner or operator of the alternate facility to deliver a Hazardous Substances Indemnification in a form satisfactory to and approved by City. f such indemnification is unavailable, then Contractor shall perform due diligence environmental site assessments of the facility in accordance with current standard practices as accepted by the American Society for Testing and Materials. Contractor shall provide copies of any Environmental Site Assessments to City and shall maintain such for no less than thirty (30) years after termination or expiration of this Agreement.

Section 16.3 Proposition 218.

City intends to comply with all applicable laws concerning the Maximum Rates provided under this Agreement. Upon thorough analysis, the Parties have determined and agree that the Maximum Rates and the Customer Rates for the Solid Waste Handling Services provided under this Agreement are not subject to California Constitution Articles XIIIC and XIIID because, among other reasons, such services are provided by a private corporation and not by City pursuant to Article 5, Contractor independently establishes, charges and collects the Customer Rates for said services within the limits established in this Agreement pursuant to Article 12, the receipt of said services is voluntary and not required of any property within City and any Owner or Occupant of property within City has the opportunity to avoid the services provided under this Agreement either through self-hauling or use of property in such a manner that Solid Waste is not generated pursuant to Article 2 and consistent with Chapter 8 of the Carpinteria Municipal Code concerning disposal of solid waste. Nevertheless, this is a legal determination which is subject to changes in the law and further interpretations of the law.

Accordingly, Contractor shall defend, indemnify and hold harmless the Indemnitees from and against any and all Claims of any kind whatsoever paid, imposed upon, endured or suffered by or assessed against the Indemnitees resulting in any form from the Maximum Rates provided for the Solid Waste Handling Services under this Agreement or in connection with the application of California Constitution Article XIIIC and Article XIIID to the imposition, payment or collection of the Customer Rates under this Agreement to the extent not prohibited by California Public Resources Code section 400059.2.

Notwithstanding the foregoing, this indemnity shall not extend to any portion of the Maximum Rates or the Customer Rates under this Agreement that is not associated with Contractor’s costs in providing service, such as governmental fees, Franchisee Quarterly Fees or charges. Nothing herein is intended to imply that California Constitution Articles XIIIC and XIIID apply to the provision of Maximum Rates for the Solid Waste Handling Services provided under this Agreement or the Customer Rates, rather this section is provided merely to allocate risk of loss as between the Parties. This section shall survive the expiration or termination of this Agreement for claims arising prior to the expiration or termination of this Agreement.

Section 16.4 Indemnification.

Contractor's duty to defend and indemnify herein includes payment of all fines and/or penalties imposed by CalRecycle, subject to the requirements set forth in Public Resources Code Section 40059.1, if the requirements of AB 939, AB 341, AB 1826, and/or SB 1383 and similar reenactments or corresponding regulations are not met by the City or Contractor, and such failure is: (i) due to the failure of Contractor to meet its obligations under this Agreement, or, (ii) due to Contractor delays in providing information that prevents Contractor or City from submitting reports required by AB 939, AB 341, AB 1826, and/or SB 1383 and similar reenactments or corresponding regulations in a timely manner. In the event CalRecycle provides an administrative process to challenge the imposition of a compliance order or a fine or fines, the Contractor shall be responsible for engaging consultants and/or attorneys to represent the City in any challenge. The Contractor shall also be responsible for the retention of and payment to any consultants engaged to perform waste generation studies (diversion and disposal). All consultants and/or attorneys engages hereunder are subject to the mutual agreement of the City and Contractor. The provisions of this Section shall survive the termination or expiration of this Agreement.

The Contractor's indemnification of the City is subject to all of the following restrictions:

a. The Contractor's obligation to indemnify the City shall not be enforceable if the CalRecycle-imposed penalty is based solely upon the failure of the City to establish and maintain a source reduction and recycling element pursuant to Sections 41000 et seq. of the Public Resources Code.
b. No payment required under the Contractor's obligation to indemnify the City may exceed that portion of any penalty assessed by the CalRecycle against the City that was attributable to the Contractor's breach of or noncompliance with an express obligation or requirement. Further, the Contractor shall not be liable under the indemnity obligation to the extent that the Contractor's breach or noncompliance resulted from the City's action or failure to act, determined as a result of judicial review, hearing or appeal to the CalRecycle.

ARTICLE 17 INSURANCE AND BONDS

Section 17.1 General Insurance Requirements.

Contractor shall secure and maintain insurance coverage meeting the requirements set forth in this Article. Contractor may use a combination of primary and excess or Umbrella insurance coverage to satisfy these requirements. If Contractor fails to fully satisfy the coverage requirements set forth herein, Contractor agrees that it shall be liable for any loss, injury, damage, attorney's fees or defense costs, or expenses, that City incurs that would have been insurable under the required coverage, if such coverage was obtained. Contractor further agrees that any failure of City to verify the placement and continued existence of all insurance required under this Article, or City's knowledge that such requirements are not fully satisfied, shall not be considered a waiver of such requirements, or in any way alter Contractor's obligations to provide such coverage, unless the coverage requirements have been amended in writing properly executed by both City and Contractor.

Contractor further agrees that the General Liability Insurance and Automobile Liability Insurance required within this Article shall each include provisions, either by blanket endorsement(s), or by specific endorsement(s), satisfying the requirements of Carpinteria Municipal Code § 8.08.230 and the following:

a. "The City of Carpinteria, and its agents, officers, and employees" shall be an additional insured under an ISO CG 2010 11/85 form, or a functional equivalent; and
b. All such insurance shall include a waiver of any subrogation rights of that insurer against "The City of Carpinteria, and its agents, officers and employees"; and
c. All such insurance shall contain provisions that the insurance is primary and non-contributing with any other insurance or self-insurance programs maintained by the City of Carpinteria, and its agents, officers, and/or employees.

Contractor further agrees that the General Liability Insurance and Automobile Liability Insurance required within this Article shall each include provisions that make Contractor responsible for the payment of any deductible or self-insured retention such that City and its agents, officers and employees shall be entitled to a dollar-one defense and indemnity as additional insured.

In addition, to the extent that any primary or excess liability policy issued to Contractor with limits of liability in excess of the minimum limits stated in this Article provides coverage to an additional insured to the extent required by contract, this Agreement shall be construed to obligate Contractor to obtain additional insured protection for City under that/those policy(ies).

The insurance policies required by this Article shall be issued by an insurance Contractor or companies admitted to do business in the State of California, subject to the jurisdiction of the California Insurance Commissioner and with a rating in the most recent edition of Best's Insurance Reports of size category XV or larger and a rating classification of A+ or better.

Section 17.2 General Liability and Automobile Liability Insurance.

Contractor shall obtain and maintain in full force and effect throughout the entire term of this Agreement a Broad Form Comprehensive General Liability (occurrence) policy with a minimum limit of five million dollars ($5,000,000.00) aggregate and two and a half million dollars ($2,500,000.00) per occurrence and a Commercial Automobile Liability Insurance policy with a minimum limit of two and a half million dollars ($2,500,000.00). Said insurance shall protect Contractor and City from any claims for damages for bodily injury, including accidental death, as well as from any claim for property damage, which may arise from operations, performed pursuant to this Agreement.

Section 17.3 Workers' Compensation and Employers' Liability Insurance.

Contractor shall obtain and maintain in full force and effect throughout the entire term of this Agreement full workers' compensation insurance and Employers' Liability Insurance with a minimum limit of one million dollars ($1,000,000.00) in accord with the provisions and requirements of the Labor Code of the State of California. Copies of policies and endorsements that implement the required coverage shall be filed and maintained with the City Clerk throughout the term of this Agreement. The policy providing coverage shall be amended to provide that the insurance shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days' prior written notice (ten (10) days in the event of termination for non-payment) by certified mail, return receipt requested, has been given to City. The policy shall also be amended to waive all rights of subrogation against the City, its elected or appointed officials, employees, or agents for losses that arise from work performed by the named insured for the City

Section 17.4 Evidence of Insurance Coverage; Insurance Repository.

Simultaneously with the execution of this Agreement, Contractor shall file certificates and/or endorsements of insurance evidencing the above-required insurance coverage with the City Clerk. From time to time thereafter, Contractor shall provide substitute certificates or endorsements at least thirty (30) Days prior to any changes in coverage or limits, or a change in the carrier. In addition, City shall have the right of inspection of all insurance policies required by this Agreement. Contractor also agrees to establish an insurance policy repository and to maintain copies of insurance policies required pursuant to this Agreement for ten (10) years after the end of the Term during which Collection services are to be provided pursuant to this Agreement. Contractor shall notify City's Risk Manager and City Attorney before destroying copies of such policies, and Contractor shall provide copies or originals of such policies to City. This provision shall survive the expiration of the period during which Collection services are to be provided under this Agreement.

Section 17.5 Self-Insurance.

To the extent provided by law, all or any part of any required insurance may be provided under a plan of self-insurance approved by the State of California.

Section 17.6 Faithful Performance Bonds.

a. Within 15 days after the Service Initiation Date, the Contractor must provide to the City a faithful performance bond ("Performance Bond") in the amount of Two Hundred Thousand Fifty Dollars ($250,000) for the protection of the City. The Performance Bond must be on terms acceptable to the City Manager and the City. The Performance Bond shall serve as security for the faithful performance by Contractor of all of its obligations under this Agreement.
b. Upon Contractor's failure to faithfully perform its obligations under this Agreement, the Bonds may be assessed by City, for purposes including, but not limited to:
    i. Reimbursement of costs borne by the City to correct violations of the Agreement not corrected by Contractor, after City provides notice in accordance with Article 19.
    ii. To provide monetary remedies or to satisfy damages assessed against Contractor due to a material breach of this Agreement; or
    iii. To satisfy an order of the City Council, or a federal or state agency.
c. Contractor shall deposit a sum of money or a replacement instrument sufficient to restore the Bonds to the original amount within thirty (30) Days after notice from the City that any amount has been withdrawn from the Bonds. Contractor shall be relieved of the foregoing requirement to replenish the Bonds during the pendency of an appeal from City's decision to draw on the Bonds.
d. In the event City draws on the Bonds, all of City's costs of Collection and enforcement of the provisions relating to the Bonds called for by this Article, including reasonable attorneys' fees and costs, shall be paid by Contractor.
e. Any decision or order of City under this Article may be appealed by Contractor through the dispute resolution procedures provided by Article 19.

Section 17.7. Transportation pollution liability insurance.

Coverage shall be in an amount not less than $5,000,000 combined single limit per accident and shall include Pollution Liability (CA9948) and MCS-90 Endorsements. The policy shall

provide coverage for transportation of pollutants/contaminants to and from the job site and the hauling of waste from the project site to the final disposal location, including non-owned disposal sites.

ARTICLE 18 EMERGENCY SERVICE

Should Contractor, for any reason whatsoever, except the occurrence or existence of any of the events or conditions set forth in Section 23.2, "Force Majeure," below, refuse or be unable for a period of more than forty-eight (48) hours, to Collect a material portion or all of the Solid Waste which it is obligated under this Agreement to Collect, and as a result, Solid Waste should accumulate in City to such an extent, in such a manner, or for such a time that the City Manager, in the reasonable exercise of the City Manager's discretion, should find that such accumulation endangers or menaces the public health, safety or welfare, then City shall have the right to contract with another Solid Waste enterprise to collect and transport any or all Solid Waste which Contractor is obligated to collect and transport pursuant to this Agreement. City shall provide twenty-four (24) hours prior written notice to Contractor during the period of such emergency, before contracting with another solid waste enterprise to collect and transport any or all Solid Waste which Contractor would otherwise collect and transport pursuant to this Agreement, for the duration of period during which Contractor is unable to provide such services. In such event Contractor shall identify sources from which such substitute solid waste services are immediately available, and shall reimburse City for all of its expenses for such substitute services during period in which Contractor is unable to provide collection and transportation services required by this Agreement.

Contractor shall assist City in the event of local emergency, such as an earthquake, storm, flood, fire, riot or civil disturbance, by providing Collection vehicles and drivers normally assigned to the City at no charge to City.

ARTICLE 19 ADMINISTRATIVE REMEDIES; TERMINATION

Section 19.1 Notice; Response; Resolution; Appeal.

19.1.1 Notice of Deficiencies; Response

If the Director determines that Contractor’s performance pursuant to this Agreement may not be in conformity with the provisions of this Agreement, the Act (including, but not limited to, requirements for Diversion, source reduction and Recycling as to the waste stream subject to this Agreement) or any other applicable federal, state or local law or regulation, including but not limited to, the laws governing transfer, storage or Disposal of Solid Waste and Hazardous Waste, the Director may advise Contractor in writing of such suspected deficiencies, specifying the deficiency in reasonable detail. The Director, in any written Notification of Deficiencies, shall set a reasonable time within which Contractor is to respond. Unless the circumstances necessitate correction and response within a shorter period of time, Contractor shall respond to the written Notification of Deficiencies within thirty (30) Days from the receipt by Contractor of such written notice. Contractor may request additional time to correct deficiencies. City shall approve reasonable requests for additional time.

19.1.2 Review by Director.

The Director shall review any written response from Contractor and decide the matter. If the Director's decision is adverse to Contractor, the Director may order remedial actions to cure

any deficiencies, assess the Cash Bond or invoke any other remedy in accordance with this Agreement and, in the event the Director determines that there has been a material breach and that termination is the appropriate remedy, terminate the Agreement. The Director shall promptly inform Contractor of the Director's decision. In the event the decision is adverse to Contractor, the Director shall inform Contractor, in writing, of the specific facts found and evidence relied on, and the legal basis in provisions of the Agreement or other laws for the Director's decision and any remedial action taken or ordered. An adverse decision by the Director shall be final and binding on Contractor unless Contractor files a "Notice of Appeal" with the City Clerk (with copies to the City Manager and City Attorney) within thirty (30) Days of receipt of the notification of the adverse decision by the Director.

19.1.3 Notice of Appeal.

In any "Notice of Appeal" Contractor shall state its factual contentions and include any relevant affidavits, documents, photographs and videotapes which Contractor may choose to submit. In addition, Contractor shall include all of its legal contentions, citing provisions of the Agreement or other laws to support its contentions. Contractor shall bear the costs of preparing any submittal to the City.

19.1.4 Review by City Manager.

Within thirty (30) Days of receipt by the City Clerk of a Notice of Appeal, the City Manager shall decide the matter. If the City Manager's decision is adverse to Contractor, the City Manager may order remedial actions to cure any deficiencies, assess the Cash Bond or invoke any other remedy in accordance with this Agreement; and, in the event the City Manager determines that there has been a material breach and that termination is the appropriate remedy, terminate the Agreement. In addition to the foregoing actions, the City Manager may refer the matter to the City Council for proceedings in accordance with Sections 19.2 and 19.3, below. The City Manager shall promptly inform Contractor of the City Manager's decision. In the event the City Manager's decision is adverse to Contractor, the City Manager shall inform Contractor, in writing, of the specific facts found and evidence relied on, and the legal basis in provisions of the Agreement or other laws for the City Manager's decision and any remedial action taken or ordered.

19.1.5 Appeal.

An adverse decision by the City Manager shall be final and conclusive unless Contractor files a "Notice of Appeal to the City Council" with the City Clerk (and serves a copy, by mail, on the City Manager and the City Attorney) within ten (10) Days of receipt of the decision of the City Manager. A "Notice of Appeal to the City Council" shall state the factual basis and all legal contentions and shall include all relevant evidence, including affidavits, documents, photographs and videotapes, which Contractor may choose to submit.

Section 19.2 City Council Hearing.

If a matter is referred by the City Manager to the City Council, or an adverse decision of the City Manager is appealed to the City Council by Contractor, the City Council will set the matter for an administrative hearing and act on the matter. If the City Council elects to hear the matter, the City Clerk shall give Contractor fourteen (14) Days written notice of the time and place of the administrative hearing. At the hearing, the City Council shall consider the administrative record, consisting of the following:

a. A Staff Report by the City Manager, summarizing the proceedings to date and outlining the City Council's options.
b. The Director's written Notification of Deficiencies;
c. Contractor's response to the Notification of Deficiencies;
d. The Director's written notification to Contractor of adverse decision;
e. Contractor's Notice of Appeal;
f. The City Manager's written notification to Contractor of adverse decision; and
g. The Notice of Appeal to the City Council.

Contractor's representatives and other interested persons shall have a reasonable opportunity to be heard.

Section 19.3 City Council Determination.

Based on the administrative record, the City Council shall determine by resolution whether the decision or order of the City Manager should be upheld. If, based upon the administrative record, the City Council determines that the performance of Contractor is in breach of any term of this Agreement or any provision of any applicable federal, state or local statute or regulation, the City Council, in the exercise of its discretion, may order Contractor to take remedial actions to cure the breach or impose any other remedy in accordance with this Agreement. The City Council may not terminate the Agreement unless it determines that Contractor is in material breach of a material term of this Agreement or any material provision of any applicable federal, state or local statute or regulation. Contractor's performance under the Agreement is not excused during the period of time prior to a final determination by City Council. The decision or order of the City Council shall be final and conclusive. Contractor has the right to seek judicial review from an appropriate court solely as indicated in Article 20. With the exception of draws on the Cash Bond, the execution of any of City's remedies under this Article shall be stayed until Contractor has exhausted its appeals under this Article and Article 20.

Section 19.4 Reservation of Rights by City.

19.4.1 Right to Terminate.

Subject to Contractor's rights and exhaustion of its appeals under this Article and Article 20, City further reserves the right to terminate this Agreement in the event of any material breach of this Agreement, including, but not limited to any of the following:

a. If Contractor practices, or attempts to practice, any fraud or deceit upon City, or practiced any fraud or deceit or made any intentional misrepresentations in the negotiations which preceded the execution of this Agreement upon which City relied;
b. If Contractor becomes insolvent, unable or unwilling to pay its debts, or upon listing of an order for relief in favor of Contractor in a bankruptcy proceeding;
c. If Contractor fails to provide or maintain in full force, effect and amount, the workers compensation, liability and indemnification coverage, Cash and Performance Bonds as required by this Agreement;
d. If Contractor violates any orders or rulings of any regulatory body having jurisdiction over Contractor relative to this Agreement, in any material manner, provided that Contractor may contest any such orders or rulings by appropriate proceedings conducted in good faith, in which case no breach of this Agreement shall be deemed to have occurred until a final decision adverse to Contractor is entered, and (ii) the violation is not corrected or remedied within the time set forth in the written Notification of Deficiencies

e. If Contractor ceases to provide Solid Waste Handling Services as required under this Agreement over a substantial portion of the Service Area for a period of two (2) Days or more, for any reason within the control of Contractor;
f. If Contractor fails to make any payments required under this Agreement or refuses to provide City with required information, reports or test results as to a material matter in a timely manner as provided in this Agreement, and the violation is not corrected or remedied within the time set forth in the written Notification of Deficiencies
g. Any other act or omission by Contractor which materially violates the terms, conditions or requirements of this Agreement and which is not corrected or remedied within the time set forth in the written Notification of Deficiencies or if Contractor cannot reasonably correct or remedy the breach within the time set forth in such notice, if Contractor should fail to commence to correct or remedy such alleged deficiencies within the time set forth in such notice and diligently effect such correction or remedy thereafter.

Section 19.5 Cumulative Rights.

City's rights of termination are in addition to any other rights of City upon a failure of Contractor to perform its obligations under this Agreement.

ARTICLE 20 APPEAL TO JUDICIAL COURT; HEARING PROCEDURES

Either party to this Agreement at any time after exhaustion of administrative remedies, if applicable, and following the appeal procedures set forth in Articles 19, if applicable, may appeal a disputed matter to the appropriate Judicial Court having Jurisdiction pursuant to California Code of Civil Procedure section 1094.5. The venue of any proceeding hereunder shall be as indicated in Section 23.5.

ARTICLE 21 ADDITIONAL REMEDIES

In addition to the remedies set forth above, City shall have the following rights in the event of Contractor's material breach and failure to cure following written notice from the City and as provided in Article 19:

The right to contract with others to perform the services otherwise to be performed by Contractor; and

The right to obtain damages and/or injunctive relief. Both parties recognize and agree that in the event of a breach under the terms of this Agreement by Contractor, City may suffer irreparable injury and incalculable damages sufficient to support injunctive relief to enforce the provisions of this Agreement and to enjoin the breach thereof. These listed additional remedies shall not be exclusive.

ARTICLE 22 TRANSFER OF RIGHTS; CITY CONSENT; FEES

Section 22.1 Transfer.

22.1.1 Transfer Prohibited Without City Approval.

The rights granted by this Agreement shall not be transferred, sold, hypothecated, sublet or assigned (collectively "transferred"), nor shall any of the rights or privileges herein be transferred, either in whole or in part, nor shall title thereto, either legal or equitable, or any right, interest or

property therein, pass to or vest in any person, either by act of Contractor or by operation of law, without the prior written consent of City expressed by a resolution of the City Council, except as otherwise provided in Subsection 22.1.2. The decision to consent to any transfer shall be at the sole discretion of City. Any attempt to do any of the foregoing with respect to any of the rights herein without the consent of City shall be void.

22.1.2 Corporate Transfers.

Any dissolution, merger, consolidation, change in control or other reorganization of Contractor resulting in the transfer of more than fifty percent (50%) of the voting stock in Contractor shall be deemed a transfer of this Agreement, provided that the following transfers shall not be considered in computing whether a cumulative total of more than fifty percent (50%) of the voting stock has been transferred:

a. Transfers to persons who are related by blood or marriage to the transferring shareholder or to a trust established for the benefit of the transferring shareholder or such or such persons; and
b. Transfers resulting from the death of the shareholder whether such transfers are made pursuant to the will of the deceased shareholder, an inter-vivos trust instrument or the laws of intestacy.

22.1.3 Transfer of Agreement; Payment of Transfer Fee.

In the event of a transfer of this Agreement, each and all of the provisions, agreements, terms, covenants and conditions herein contained to be performed by Contractor shall be binding upon any transferee.

In the event of a transfer of this Agreement, a transfer fee shall be due and payable to the City in the following amounts: during the first through fifth year of this Franchise a transfer fee of $350,000; during the sixth through tenth year of this Franchise a transfer fee of $250,000; during the eleventh through final year of this Franchise a transfer fee of $100,000. If the City does not receive the transfer fee, then any such transfer of Agreement hereunder shall have no force and effect, and will be considered a material breach of this Franchise.

ARTICLE 23 GENERAL PROVISIONS

Section 23.1 Acceptance and Waiver.

Contractor agrees to be bound by and comply with all the requirements of this Agreement. Contractor waives any right or claim to serve City or any part of City under any prior grant of franchise, contract, license, or permit issued or granted by any governmental entity including any right under Section 49520 of the Public Resources Code. Additionally, by and upon the execution of this Agreement, Contractor agrees to the termination of the Prior City Franchise Agreement with E.J. Harrison as of the Services Initiation Date, agrees to waive any and all rights under the Prior City Franchise Agreement with E.J. Harrison, and agrees to release and hold City harmless from any of City's obligations under that agreement (excepting, however, the right to compensation for services provided at any rates approved by City up to the Services Initiation Date); provided, however, nothing contained in this provision is intended to or shall relieve Contractor from any obligation existing under the Prior City Franchise Agreement with E.J. Harrison pertaining to insurance, indemnification, or other legal obligations to City or Customers (as opposed to obligations to provide service pursuant to the terms thereof), or from any obligation set forth in the Prior City Franchise Agreement with E.J. Harrison which are called out as surviving

the termination thereof, and all such obligations, including specifically those indemnification obligations relating to environmental laws, general liability, and the Act shall survive the termination of the Prior City Franchise Agreement with E.J. Harrison.

Section 23.2 Force Majeure.

Contractor shall not be in default under this Agreement in the event that the Collection, transportation and/or Disposal services of Contractor are temporarily interrupted for any of the following reasons: riots; war or national emergency declared by the President or Congress and affecting City; sabotage; civil disturbance; insurrection; explosion; natural disasters such as floods, earthquakes, landslides and fires; or other catastrophic events which are beyond the reasonable control of Contractor. "Other catastrophic events" does not include the financial inability of Contractor to perform or failure of Contractor to obtain any necessary permits or licenses from other governmental agencies or the right to use the facilities of any public entity where such failure occurs where Contractor has failed to exercise reasonable diligence. In the event a labor disturbance interrupts collection and transportation of Solid Waste, and/or disposal of Solid Waste by Contractor as required under this Agreement, City may elect to exercise its rights under Article 19.

Section 23.3 Computer Hardware and Software.

Contractor will be required to obtain all necessary computer software, hardware, supplies, personnel and training at Contractor's expense to comply with the City's reporting requirements. Contractor will incur all costs of moving computers, including phone lines in the event they need to relocate. Contractor will maintain a computerized data base, with the capacity to maintain an account history of at least eighteen months. Any older account information will be maintained on diskettes, tape, zip drive, or other electronic format for the full term of the contract and a period of three (3) years after termination or expiration of this Agreement, except as otherwise expressly provided for herein. City shall have access to these records during regular business hours.

Section 23.4 Independent Status.

Contractor is an independent entity and not an officer, agent, servant or employee of City. Contractor is solely responsible for the acts and omissions of its officers, agents, employees, Contractors and sub-contractors, if any. Nothing in this Agreement shall be construed as creating a partnership or joint venture between City and Contractor, nor an arrangement for the disposal of hazardous substances. Contractor nor its officers, employees, agents or sub-contractors shall obtain any rights to retirement or other benefits, which accrue to City employees.

Section 23.5 Law to Govern; Venue.

The law of the State of California shall govern this Agreement without regard to any otherwise governing principles of conflicts of laws. In the event of litigation between the Parties, venue in state trial courts shall lie exclusively in the County. In the event of litigation in a U.S. District Court, exclusive venue shall lie in the District of California in which City is located.

Section 23.6 Act Amendments.

This Agreement is part of City's efforts to comply with the provisions of the California Integrated Waste Management Act of 1989, ("Act") as it from time to time may be amended and as implemented by the regulations of CalRecycle its successor agency ("Regulations"), as they from

time to time may be amended, and the City's Source Reduction and Recycling Element, as it may be amended from time to time. In the event that the Act or other state or federal laws or regulations enacted or amended after this Agreement has been executed prevent, preclude, or eliminate the need for compliance with one or more provisions of this Agreement, or significantly increase Contractor's costs, such provisions of this Agreement shall be modified or suspended as may be necessary to comply with such state or federal laws or regulations. In the case of an amendment to the laws which has the effect of eliminating the need for a service provided for in this Agreement and City informs Contractor that City desires to discontinue the service, City and Contractor shall negotiate a reduction in rates. In the case of an amendment to the laws that increases the cost of Contractor's service, Contractor may seek a rate increase to offset the costs directly attributable to the amended or newly enacted provision of law or regulations.

Section 23.7 Amendments.

All amendments to this Agreement shall be in writing, duly executed by the parties. Purported oral amendments shall be void and of no force or effect.

Section 23.8 Notices.

All notices required or permitted to be given under this Agreement shall be in writing and shall be personally delivered or sent by United States certified mail, postage prepaid, return receipt requested, addressed as follows:

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

Copy to: Public Works Director/Designee
City of Carpinteria
5775 Carpinteria Avenue
Carpinteria, CA 93013

Copy to: Carpinteria City Attorney
City of Carpinteria
5775 Carpinteria Avenue
Carpinteria, CA 93013

To Contractor: Mr. Daniel Harrison, Contract Manager
E.J. Harrison & Sons, Inc.
P.O. Box 4009
Ventura, CA 93007

or to such other address as either party may from time to time designate by notice to the other given in accordance with this Section. Notice shall be deemed effective on the date personally served or, if mailed, upon the date of the return receipt.

Section 23.9 Savings Clause and Entirety.

If any provision of this Agreement shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such provision shall not affect the validity and enforceability of any of the remaining provisions of this Agreement.

Section 23.10 Joint Drafting.

This Agreement was drafted jointly by the parties to this Agreement.

Section 23.11 Attorney's Fees.

In the event that litigation is brought by any Party in connection with this Agreement, the prevailing party shall be entitled to recover from the opposing Party all costs and expenses, including reasonable attorneys' fees, incurred by the prevailing Party in the exercise of any of its rights or remedies hereunder or the enforcement of any of the terms, conditions, or provisions herein.

Section 23.12 Entire Agreement.

This Agreement constitutes the entire Agreement between the parties with respect to any matter referenced herein and supersedes any and all other prior writings and oral negotiations. This Agreement may be modified only in writing, and signed by the parties in interest at the time of such modification. The terms of this Agreement shall prevail over any inconsistent provision in any other contract document appurtenant hereto, including exhibits to this Agreement.

IN WITNESS WHEREOF, City and Contractor have caused this Agreement to be executed as of the date last written below.

CITY:

City of Carpinteria,
a California municipal corporations

By:_____
Natalia Alarcon, Mayor

Date:_____

ATTEST:

_____
Brian Barrett, City Clerk

APPROVED AS TO ADMINISTRATION:

_____
Michael Ramirez, City Manager

APPROVED AS TO FORM:

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

CONTRACTOR:

E.J. Harrison & Sons, Inc.,
a California corporation

By:_____
Daniel Harrison, Contracts Manager

Date:_____

By: _____

Title: _____

Date:_____

EXHIBIT A
DEFINITIONS

A-1 AB 341.

"AB 341" means the Assembly Bill approved by the Governor of the State of California on October 5, 2011, which amended Sections 41730, 41731, 41734, 41735, 41736, 41800, 42926, 44004, and 50001 of, and added Sections 40004, 41734.5, and 41780.01 and Chapter 12.8 (commencing with Section 42649) to Part 3 of Division 30 of, and added and repealed Section 41780.02 of, the Public Resources Code, relating to Solid Waste, as amended, supplemented, superseded and replaced from time to time.

A-2 AB 876.

"AB 876" means the Assembly Bill approved by the Governor of the State of California on October 8, 2015, which added Section 418214 to the Public Resources Code, relating to Solid Waste as amended, supplemented, superseded, and replaced from time to time.

A-3 AB 901.

"AB 901" means Assembly Bill approved by the Governor of the State of California on October 10, 2015, which amended Section 41821.5 of, amended, renumbered and added Section 41821.6 of, and added Sections 41821.7 and 41821.8 to, the Public Resources Code, relating to Solid Waste, as amended, supplemented, superseded, and replaced from time to time.

A-4 AB 939/The Act.

"AB 939," also referred to as the "Act"", means the California Integrated Waste Management Act of 1989, California Public Resources Code Sections 40000, et. seq., as currently in force and as it may hereafter be amended from time to time or superseded, and as implemented by the regulations of the CalRecycle.

A-5 AB 1594

"AB 1594" means the Assembly Bill approved by the Governor of the State of California on September 28, 2014, which amended Sections 40507 and 41781.3 of the Public Resources Code, relating to Solid Waste, as amended, supplemented, superseded, and replaced from time to time.

A-6 AB 1826

"AB 1826" means the Assembly Bill approved by the Governor of the State of California on September 28, 2014, which added Chapter 12.9 (commencing with Section 42649.8) to Part 3 of Division 30 of the Public Resources Code, relating to Solid Waste, as amended, supplemented, superseded, and replaced from time to time.

A-7 Affiliate.

"Affiliate" means a Person which is related to Contractor by virtue of direct or indirect ownership interest in common management. An Affiliate includes a Person in which Contractor has a direct or indirect ownership interest, a Person which has a direct or indirect ownership interest in Contractor and/or a Person which is also owned, controlled or managed by any Person or individual which has a direct or indirect ownership interest in Contractor.

A-8 Agreement.

"Agreement" means this Agreement, including all exhibits, programs, policies, and protocols as may be amended.

A-9 Applicable Law.

"Applicable Law" means all federal, State, and local laws, regulations, rules, orders, judgments, decrees, permits, approvals or other requirements of any governmental agency having jurisdiction over the Collection, transportation, processing and Disposal of Solid Waste, Recyclables, Organic Waste and other materials Collected pursuant to this Agreement that are in force on the Effective Date and as they may be enacted, issued or amended during the Term.

A-10 Approved Facilities.

"Approved Facility" means any one of or any combination of the: Approved Construction & Demolition (C&D) Processing Facility; Approved Disposal Facility; Approved High Diversion Organic Waste Processing Facility; Approved Organic Waste Processing Facility; Approved Source Separated Recyclable Materials Processing Facility; and, Approved Transfer Facility.

A-11 Backyard Cart Service.

"Backyard Cart Service" means the provision of Collection services to a SFD in the rear or side of the SFD or other Set-Out Site of the Cart instead of Curbside.

A-12 Bill or Billing.

"Bill" or "Billing" means statements of charges for services rendered by Contractor to Customers for the Collection of Solid Waste, Recyclables, Organic Waste and other services provided by Contractor.

A-12 Bin.

"Bin" means a metal or plastic Container with a hinged lid(s) and wheels and capacity of one (1) to fifteen (15) cubic yards, which is emptied by a front-loading Collection vehicle. Includes Bins with compactors attached to increase the capacity of the bin. Bins are also known as dumpsters.

A-13 Blue Container.

"Blue Container" has the same meaning as in 14 CCR Section 18982.2(a)(5) and shall be used for the purpose of storage and Collection of Source Separated Recyclable Materials.

A-14 Brown Container

"Brown Container" has the same meaning as in 14 CCR Section 18982.2(a)(5.5) and shall be used for the purpose of storage and Collection of Source Separated Food Waste.

A-15 Bulky Items.

"Bulky Items" means large Solid Waste or other discarded waste that cannot or would not typically be accommodated within a Cart including, but not limited to, furniture (including chairs, sofas, mattresses, and rugs) and major appliances (washing machines, clothes dryer, hot water heaters,

dehumidifiers, conventional ovens, microwave ovens, stoves, refrigerators, freezers, air-conditioners, trash compactors and residential furnaces).. Bulky Items do not include abandoned automobiles or Construction and Demolition Debris.

A-16 Business Day.

"Business Day" means days (i.e., Monday through Saturday) during which Contractor's office is open to do business with the public. Business Days do not include Holidays or Sundays.

A-17 CalRecycle.

"CalRecycle" means the California Department of Resources, Recycling and Recovery, or any successor agency, formally the California Integrated Waste Management Board which is the Department designated with responsibility for developing, implementing, and enforcing SB 1383 Regulations.

A-18 Cart.

"Cart" means a plastic Container with a hinged lid and wheels and approximate (±10%) capacities of thirty-two (32), sixty-four (64) and ninety-six (96) gallons on size.

A-19 CERCLA.

"CERCLA" means the Comprehensive Environmental Response, Compensation and Liability Act of 1980, 42 U.S.C. Sections 9601, *et seq*., as may be amended and regulations promulgated thereunder.

A-20 City.

"City" means the City of Carpinteria, California, a municipal corporation, as it currently exists, or as such boundaries may be adjusted.

A-21 City Facilities Premises.

"City Facilities Premises" means premises that are owned and/or operated by City or are otherwise public facilities, including, but not limited to, City facilities, parks and opens spaces and City and the Metropolitan Transit District bus shelters and public receptacles identified at the locations set forth in Exhibits D.

A-22 Claim.

"Claim" means a claim, actual damages, natural resources damages, injuries, costs, response, remediation and removal costs, losses, liabilities, causes of action, judgments, fines, penalties, interest, and expenses, including, but not limited to, reasonable attorney's and expert's fees.

A-23 Collect or Collection.

"Collect" or "Collection" means to take physical possession, transportation, and removal of Discarded Materials at Single-Family, Multi-Family, or Commercial Premises within the Jurisdiction and from Jurisdiction facilities, and Transporting the Discarded Materials to an Approved/Designated Facility for Processing, Transfer, or Disposal.

A-24 Commercial or Commercial Premises.

"Commercial" or "Commercial Premises" means any premises that is not a Residential Premises or City Facility Premises upon which Solid Waste is generated or accumulated.

A-25 Commercial Recyclables Collection Service.

"Commercial Recyclables Collection Service" means Collection of Source Separated Recyclables from Commercial Customers in the Service Area and the delivery of the Recyclables to the Designated Transfer and Processing Facility.

A-26 Commercial Solid Waste Collection Service.

"Commercial Solid Waste Collection Service" means Collection of Solid Waste from Commercial Customers in the Service Area and the delivery of the Solid Waste to the Designated Disposal Site or Contractor's Facilities.

A-27 Comparable Rate.

"Comparable Rate" means the portion of the rate received by the Solid Waste Handling Services provider, whether it be Contractor or another Person, for Similar Services.

A-28 Complaint.

"Complaint" means a distinct grievance, criticism, or objection in the form of a written letter, email or telephone call either to City or to Contractor regarding Contractor's performance of its duties and obligations under this Agreement. Typical "Complaints" concern missed pick-ups that are not corrected, property damage caused by Contractor, unresponsiveness to requests, billing errors, and similar issues. "Complaints" exclude normal or standard service requests (e.g., exchanging a Bin or Cart), and criticisms directed at City's Solid Waste Ordinance and its provisions.

A-29 Construction and Demolition Debris.

"Construction and Demolition Debris" means discarded building materials, recyclable construction and demolition materials, wood, packaging, plaster, rock or brick, soil, drywall, cement and rubble resulting from construction, remodeling, and repair and demolition operations.

A-30 Consumer Price Index (CPI).

"Consumer Price Index" or "CPI" means the Consumer Price Index for All Urban Consumers for the Los Angeles-Riverside-Orange County Area not seasonally adjusted.

A-31 Container.

"Container" means any receptacle used for temporary storage of Solid Waste, Recyclables, Organic Waste and other materials Collected pursuant to this Agreement including, but not limited to, metal or plastic cans, Carts, Bins, tubs and Roll-Off Boxes.

A-32 Compost

"Compost" has the same meaning as in 14 CCR Section 17896.2(a)(4), which stated, as of the Effective Date of this Agreement, that "Compost" means the product resulting from the controlled biological decomposition of organic Solid Wastes that are Source Separated from the municipal Solid Waste stream, or which are separated at a centralized Facility.

A-33 Contractor.

"Contractor" means E.J. Harrison & Sons, Inc., a California corporation, or any successors.

A-34 Contractor's Facilities.

"Contractor's Facilities" means the E.J. Harrison & Sons, Inc. facilities.

A-35 Construction and Demolition Debris (C&D)

"Construction and Demolition Debris" means the nonhazardous waste building material, Inerts, soil, packaging, Yard Trimmings, rubble, and other used or Discarded Materials resulting from construction or demolition.

A-36 County.

"County" means the County of Santa Barbara.

A-37 Curbside.

"Curbside" means the Set-Out Site for Collection where Carts, Bins or loose materials are placed on the street or alley against the face of the curb, or where no curb exists, placed not more than five (5) feet from the outside edge of the street or alley.

A-38 Customer.

"Customer" means a Generator of Solid Waste receiving Solid Waste Handling Services from Contractor within City pursuant to this Agreement. Customer includes the Occupant, Owner, and Owner Representative, of any Residential or Commercial Premises.

A-39 Customer Rates.

"Customer Rates" means Contractor's charges to Customers for the provision of Solid Waste Handling Services under this Agreement.

A-40 Customer's Collection Day.

"Customer's Collection Day" means the day of a week that Contractor regularly Collects Solid Waste from a Residential Premises or Commercial Premises.

A-41 Day.

"Day" means calendar day unless otherwise specified.

A-42 Designated C&D Processing Facility

"Designated C&D Processing Facility" means the Gold Coast Recycling Center, which is owned and operated by Gold Coast Recycling, Inc, that is a C&D Processing Facility.

A-43 Designated Disposal Site.

"Designated Disposal Site" means the Toland Landfill located at 3500 N. Toland Road, Santa Paula, California, which is owned and operated by the County of Ventura. Contractor shall inform the city in advance if any issue is to be discussed by the County of Ventura regarding the City's ability to dispose of waste at the Toland Landfill. This shall be done ten (10) days in advance so that the City can determine attendance at any required meetings.

A-44 Designated Organic Waste Processing Facility

"Designated Organic Waste Processing Facility" means the multiple Agromin facilities at Simi Valley Landfill, Limoneira, and Mountain View, which is owned and operated by California Wood Recycling, Inc, that is an Organic Waste Processing Facility.

A-45 Designated Transfer and Processing Facility.

"Designated Transfer and Processing Facility" means Gold Coast Recycling & Transfer Station; 5275 Colt St # 2 , Ventura, CA 93003. This is owned and operated by: E.J. Harrison and Sons.

A-46 Director.

"Director" means the Director of the City's Public Works Department or their designee.

A-47 Discarded Materials

"Discarded Materials" are a form of Solid Waste, and shall be regulated as such. For purposes of this Agreement, material is deemed to have been discarded, without regard to whether it is destined for Recycling or Disposal, and whether or not is has been separated from other Solid Wastes, in all cases where a fee or other compensation, in any form or amount, is directly or indirectly solicited from, or levied, charged, or otherwise imposed on, or paid by, the Generator or Customer in exchange for handling services. As used herein, handling services include, without limitation, the Collection, removal, Transportation, delivery, and Processing and/or Disposal of the material. Discarded Materials do not include Edible Food that is recovered for human consumption and is not discarded.

A-48 Dispose or Disposal.

"Dispose" or "Disposal" means the final disposition of Solid Waste Collected.

A-49 Disposal Fee.

"Disposal Fee" means the fee paid by Contractor to Dispose of Solid Waste at the Designated Disposal Site, otherwise known as a "tipping fee."

A-50 Disposal Site.

"Disposal Site" means the place, location, tract of land, area, or premises in use, intended to be used or which has been used for the landfill Disposal of Solid Waste Collected, including the Designated Disposal Site.

A-51 Diversion.

"Diversion" or "Divert" means activities which reduce or eliminate the amount of Solid Waste from Disposal at a Disposal Site.

A-52 Effective Date.

"Effective Date" means the date this Agreement becomes effective as identified in Section 4.1.

A-53 Electronic Waste (E-Waste).

"Electronic Waste" or "E-Waste" means "Covered Electronic Wastes" as defined in the Act, California Public Resources Code Section 42463, in addition to waste that is powered by batteries or electricity, including electronic equipment such as, but not limited to, television sets, computer monitors, central processing units (CPUs), laptop computers, and peripherals (e.g., external computer hard drives, computer keyboards, computer mice, and computer printers).

A-54 Environmental Laws.

"Environmental Laws" means all federal and State statutes and City ordinances concerning public health, safety, and the environment including, by way of example and not limitation, the Comprehensive Environmental Response, Compensation and Liability Act of 1980, 42 USC Section 9601, et seq.; the Resource Conservation and Recovery Act, 42 USC Section 6901, et seq.; the Federal Clean Water Act, 33 USC Section 1251, et seq.; the Toxic Substance Control Act, 15 USC Section 2601, et seq.; the Occupational Safety and Health Act, 29 USC Section 651, et seq.; the California Hazardous Waste Control Act, California Health and Safety Code Section 25100, et seq.; the Carpenter-Presley-Tanner Hazardous Substance Account Act, California Health and Safety Code Section 25300, et seq.; the Porter-Cologne Water Quality Control Act, California Water Code Section 13000, et seq.; the Safe Drinking Water and Toxic Enforcement Act of 1986, California Health and Safety Code Section 25249.5, et seq.; all as currently in force or as hereafter amended, and all rules and regulations promulgated thereunder

A-55 Fiscal Year.

"Fiscal Year" means the period commencing July 1st and ending June 30th each year.

A-56 Franchisee Quarterly Fees.

"Franchisee Quarterly Fees" means the fees or assessments imposed by City on Contractor because of its status as party to this Agreement and which, inter alia, are intended to offset the City's expenses in administering the Franchise and to compensate City for wear, tear and damage to its streets, sidewalks, curbs and gutters and other infrastructure resulting from the exercise of the Franchise, the expenses of administering programs for Solid Waste and other environmental services, reporting requirements under the Act and other related expenses. The Franchisee Quarterly Fee is eight percent (8%) of the gross receipts as set forth in Section 12.8.

A-57 Generator.

"Generator" means any Person whose act or process produces Solid Waste, Recyclables or Organic Waste, or whose act first causes Solid Waste to become subject to regulation.

A-58 Gray Container

“Gray Container” has the same meaning as in 14 CCR Section 18982(a)(28) and shall be used for the purpose of storage and Collection of Gray Container Waste or Mixed Waste..

A-59 Green Container

“Green Container” has the same meaning as in 14 CCR Section 18982(a)(29) and shall be used for the purpose of storage and Collection of Organics.

A-60 Green Waste.

“Green Waste” means untreated and unpainted wood, leaves, grass clippings, weeds, pruning, brush, branches, dead plants, tree trimmings, dead trees and other organic wastes generated from landscapes and/or gardens. Green Waste does not include materials not normally produced from gardens or landscape areas, such as brick, rock, gravel, large quantities of dirt, concrete, sod, non-organic wastes, oil, and painted or treated wood.

A-61 Hazardous Waste.

“Hazardous Waste” is a material or mixture of materials which by reason of its quality, concentration, composition or physical, chemical or infectious characteristics may cause or significantly contribute to an increase in mortality or an increase in serious illness or pose a substantial threat or potential hazard to human health or the environment when improperly treated, stored, transported or disposed of or otherwise mismanaged, or any waste which is regulated as a hazardous waste, toxic waste, hazardous chemical substance or mixture, or asbestos under Applicable Law, including:

a. “Hazardous Waste” pursuant to Section 40141 of the California Public Resources Code, regulated under Chapter 7.6 (commencing with Section 25800) of Division 20 of the California Health and Safety Code, all substances defined as hazardous waste, acutely hazardous waste, or extremely hazardous waste by Sections 25110.2, 25115, and 25117 of the California Health and Safety Code (the California Hazardous Waste Control Act), California Health and Safety Code Section 25100, *et seq*., and future amendments to or recodification of said statutes or regulations promulgated thereunder, including Title 23 of the California Code of Regulations Sections 2521 and 2522;
b. Materials regulated under RCRA;
c. Materials regulated under the Toxic Substance Control Act;
d. Materials regulated under CERCLA;
e. Materials regulated under any future additional or substitute federal, State or local laws and regulations pertaining to the identification, transportation, treatment, storage or disposal of toxic substances or hazardous waste; and
f. Household Hazardous Waste.

Where there is a conflict in the definitions employed by two or more agencies having jurisdiction over Hazardous Waste, the term "Hazardous Waste" shall be construed to have the broader, more encompassing definition.

A-62 Holiday(s).

“Holidays” means New Year’s Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.

A-63 Holiday (Christmas) Trees.

"Holiday (Christmas) Trees" means trees targeted for diversion that were purchased and used in celebration of Christmas and other Holidays in December and January.

A-64 Household Batteries.

"Household Batteries" means disposable or rechargeable dry cells (e.g., A, AA, AAA, B, C, D, 9-volt, button-type) commonly used as power sources for household or consumer products including, but not limited to, nickel-cadmium, nickel metal hydride, alkaline, mercury, mercuric oxide, silver oxide, zinc oxide, nickel-zinc, nickel iron, lithium, lithium ion, magnesium, manganese, and carbon-zinc batteries, but excluding automotive lead acid batteries.

A-65 Household Hazardous Waste.

"Household Hazardous Waste" means any Hazardous Waste generated incidental to owning or maintaining a place of residence, excluding any Hazardous Waste generated in the course of operating a business concern at a residence pursuant to California Health and Safety Code Section 25218, *et seq*.

A-66 H&S Code.

"H&S Code" means the California Health and Safety Code.

A-67 Indemnitees.

"Indemnitees" means City, its officers, employees, contractors, agents and volunteers.

A-68 Inerts

"Inerts" means materials such as concrete, soil, asphalt, and ceramics.

A-69 Material Recovery Facility (MRF).

"Materials Recovery Facility" or "MRF" means a permitted facility where Solid Waste, Recyclables, Organic Waste, and other materials are processed, sorted or separated for the purposes of recovering reusable or Recyclables. For the purposes of this Agreement, the MRF is the Designated Transfer and Processing Facility.

A-70 Maximum Rate.

"Maximum Rate(s)" means the maximum monetary amounts that may be charged a Customer by Contractor for providing Collection services of Solid Waste, Source Separated Recyclables, Organic Waste and other services provided Residential Premises and Commercial Premises pursuant to Section 12.1 and as shown in Exhibit B.

A-71 MFD Recyclables Collection Service.

"MFD Recyclables Collection Service" means Collection of Source Separated Recyclables from MFD Customers in the Service Area and the delivery of the Recyclables to the Designated Transfer and Processing Facility.

A-72 MFD Solid Waste Collection Service.

"MFD Solid Waste Collection Service" means Collection of Solid Waste from MFD Customers in the Service Area and the delivery of the Solid Waste to the Designated Disposal Site.

A-73 Mulch.

"Mulch" means a material used for landscaping, soil amendment or erosion control that results from the mechanical breakdown (chipping and/or grinding) of materials, including, but not limited to, Organic Waste, yard trimmings and wood byproducts. SB 1383 Regulations (14 CCR Section 18993.1) require that Jurisdictions procure recovered Organic Waste products to meet an annual recovered Organic Waste product procurement target. Mulch may be procured to fulfill this procurement target if the Mulch meets specific conditions specified in SB 1383 Regulations (14 CCR Section 18993.1(f)(4)).

A-74 Multi-Family Dwelling (MFD).

"Multi-Family Dwelling" or "MFD" means all dwelling units, whether detached or attached, of five (5) or more units, including triplexes, fourplexes, apartments, condominiums, townhomes, mobile homes or motor homes located on a permanent site intended for or capable of being utilized for residential living other than a hotel or motel.

A-75 Multi-Family Dwelling (MFD) Complex.

"Multi-Family Dwelling Complex" or "MFD Complex" means Multi-Family Dwellings that have centralized Collection for all dwelling units in the complex and are billed to one address.

A-76 Occupant.

"Occupant" means a Person who occupies a Residential Premises or Commercial Premises.

A-77 On-Call Service.

"On-Call Service" means Collection service provided by Contractor that is scheduled no less than twenty-four (24) hours in advance. On-Call Service is initiated by a Customer contacting Contractor pursuant to Section 10.7. On-Call Services provided pursuant to Article 5 are not Unscheduled Services.

A-78 Organic Waste

"Organic Waste" means Solid Wastes containing material originated from living organisms and their metabolic waste products including, but not limited to, food, green waste, yard trimmings, organic textiles and carpets, lumber, wood, Paper Products, Printing and Writing Paper, manure, biosolids, digestate, and sludges, or as otherwise defined in 14 CCR Section 18982(a)(46). Biosolids and digestate are as defined in 14 CCR Section 18982(a)(4) and 14 CCR Section 18982(a)(16.5), respectively.

A-79 Overloaded.

"Overloaded" means the amount of Solid Waste or Source Separated Recyclables placed in or adjacent to a Bin that is in excess of the Bin capacity.

A-80 Owner.

"Owner" means the Person holding legal title to the real property constituting the Residential Premises or Commercial Premises.

A-81 Party.

"Party" means City and Contractor, individually or together.

A-82 Permitted Set-Out Site.

"Permitted Set-Out Site" means the Set-Out Site mutually agreeable to the Customer and Contractor when it is determined by Contractor that Curbside Cart Collection by an automated Collection vehicle is not possible for reasons including, but not limited to, irregularly designed streets, lack of suitable Curbside placement or streets with no place for an automated Collection vehicle to turn around at the end, or the Set-Out Site mutually agreeable to the Customer and Contractor for Bins, which shall not be within the public right-of-way.

A-83 Person.

"Person" means any individual, firm, agency, Contractor, limited liability Contractor, cooperative, association, organization, partnership, limited partnership, public or private corporation, consortium, trust, joint venture, commercial entity, regulatory authority, governmental entity, including the United States, the State, counties, towns, cities, or special purpose districts, or any other legal entity.

A-84 Process, Processed, or Processing

Processing" means the controlled separation, recovery, volume reduction, conversion, or Recycling of Solid Waste including, but not limited to, organized, manual, automated, or mechanical sorting, the use of vehicles for spreading of waste for the purpose of recovery, and/or includes the use of conveyor belts, sorting lines, or volume reduction equipment, or as otherwise defined in 14 CCR Section 17402(a)(20).

A-85 RCRA.

"RCRA" means the Resource Conservation and Recovery Act, 42 U.S.C. Sections 6901, *et seq*., as may be amended and related federal, State and local laws and regulations.

A-86 Recyclables.

"Recyclable(s)" means materials that are part of the Solid Waste stream which can be Recycled consistent with the requirements of the Act. As of the Effective Date, Recyclables includes the following items, as well as any additional materials that Contractor may request to add from time to time upon the written consent of City: newsprint (including inserts, coupons and store advertisements); mixed paper (including magazines, catalogs, envelopes, junk mail, corrugated cardboard, brown bags and paper, paperboard, paper egg cartons, milk and juice cartons, office ledger paper, legal pad backing, shoeboxes and telephone books); glass containers (including brown, clear, blue and green glass bottles and jars); aluminum (including beverage containers and foil products); small scrap and cast aluminum (not exceeding forty (40) pounds in weight nor two (2) feet in any dimension for any single item); steel including "tin" cans, aerosol cans (empty, non-toxic products) and small scrap (not exceeding forty (40) pounds in weight nor two (2) feet in any dimension for any single item); bimetal containers; all plastics (Types #1-7), except expanded Polystyrene (EPS); aseptic packaging; textiles; and Household Batteries.

A-87 Recycle.

"Recycle(d)(ing)" means the process of sorting, cleansing, treating and reconstituting of Recyclables, which would otherwise be Disposed of at a Disposal Site, for the purpose of returning the Recyclables to the economy in the form of raw materials for reused, remanufactured or reconstituted products. Recycling includes processes deemed to constitute a reduction of Landfill Disposal pursuant to 14 CCR, Division 7, Chapter 12, Article 2. Recycling does not include gasification or transformation as defined in Public Resources Code Section 40201.

A-88 Residential or Residential Premises.

"Residential" or "Residential Premises" means of, from, or pertaining to Single-Family Dwellings (SFD) and Multi-Family Dwellings (MFD), including single-family homes, apartments, condominiums, townhouse complexes, mobile home parks, cooperative apartments, MFD Complexes and other dwelling units where people reside.

A-89 Reuse

"Reuse" or any variation thereof, means the use, in the same, or similar, form as it was produced, of a material which might otherwise be discarded, or as otherwise defined in 14 CCR Section 17402.5(b)(2).

A-90 Roll-Off Box.

"Roll-Off Box(es)" means a Container with a capacity from ten (10) to forty (40) cubic yards, which is typically pulled onto a roll-off vehicle used to transport Solid Waste. A Roll-Off Box may be open topped or enclosed with or without a compaction unit (compactor).

A-91 Roll-Off Box Collection Service.

"Roll-Off Box Collection Service" means Collection of Roll-Off Boxes from Commercial Customers in the Service Area.

A-92 SB 1383

"SB 1383" means Senate Bill 1383 of 2016 approved by the Governor on September 19, 2016, which added Sections 39730.5, 39730.6, 39730.7, and 39730.8 to the Health and Safety Code, and added Chapter 13.1 (commencing with Section 42652) to Part 3 of Division 30 of the Public Resources Code, establishing methane emissions reduction targets in a statewide effort to reduce emissions of short-lived climate pollutants as amended, supplemented, superseded, and replaced from time to time.

A-93 SB 1383 Regulations

"SB 1383 Regulations" or "SB 1383 Regulatory" refers to the Short-Lived Climate Pollutants (SLCP): Organic Waste Reductions regulations developed by CalRecycle and adopted in 2020 that created Chapter 12 of 14 CCR, Division 7 (14 CCR 18981.1 et seq.) and amended portions of regulations of 14 CCR and 27 CCR.

A-94 Scavenging.

"Scavenging" means the unauthorized removal of Recyclables. Scavenging is prohibited by Public Resources Code § 41950.

A-95 Self-Hauler (or Self-Haul/ing)

"Self-Hauler" or "Self-Haul" means a Person who hauls Solid Waste, Organic Waste, or recovered material they have generated to another Person, or as otherwise defined in 14 CCR Section 18982(a)(66). Self-Hauler also includes a Person who Back-Hauls waste.

A-96 Service Area.

"Service Area" means the jurisdictional boundaries of City.

A-97 Services Initiation Date.

"Services Initiation Date" means July1, 2022.

A-98 Set-Out Site.

"Set-Out Site" means the location on a Residential Premises, Commercial Premises or City Facilities Premises where Carts, Bins or loose Solid Waste are placed for Collection. Set-Out Sites include Curbside and a Permitted Set-Out Site.

A-99 SFD Organic Waste Collection Service.

"SFD Organic Waste Collection Service" means Collection of Source Separated Organic Waste from SFD Customers in the Service Area and the delivery of the Organic Waste to the Designated Disposal Site.

A-100 SFD Recyclables Collection Service.

"SFD Recyclables Collection Service" means Collection of Source Separated Recyclables from SFD Customers in the Service Area and the delivery of the Recyclables to the Designated Transfer and Processing Facility.

A-101 SFD Solid Waste Collection Service.

"SFD Solid Waste Collection Service" means Collection of Solid Waste from SFD Customers in the Service Area and the delivery of the Solid Waste to the Designated Disposal Site or Contractor's Facilities.

A-102 Sharps Waste.

"Sharps Waste" means any item generated at a Residential Premises having corners, edges, or projections capable of cutting or piercing the skin to deliver injections or for medical purposes, including, but not limited to, needles (hypodermic, pen or intravenous), needles with syringes, needles with attached tubing and lancets.

A-103 Similar Service.

"Similar Service" means the Solid Waste Handling Services provided in similar type of service, Container capacity and frequency of Collection. Similar Service for Residential Customers shall refer to an automated Cart system utilizing one Cart for Solid Waste, one Cart for Recyclables and one Cart for Organic Waste, collected not less than once per week. Similar service for Commercial Customers shall refer to Solid Waste or Recyclables Collected using Bins in which Solid Waste and Recyclables are Collected every week.

A-104 Single-Family Dwelling (SFD).

"Single-Family Dwelling" or "SFD" means all dwelling units, whether detached or attached, of no more than Five (5) units, including homes, duplexes, condominiums and townhomes.

A-105 Solid Waste.

"Solid Waste means all putrescible and non-putrescible solid, semisolid, and liquid wastes, including garbage, trash, refuse, paper, rubbish, ashes, industrial wastes, dewatered, treated, or chemically fixed sewage sludge which is not Hazardous Waste, manure, and vegetable or animal solid and semisolid wastes, but does not include abandoned vehicles, Hazardous Waste, or Construction and Demolition Debris. "Solid Waste" may include Recyclables, Organic Waste, and Bulky Items if such materials are not source separated from the Solid Waste at the site of generation or Collected for Recycling, Composting or processing.

A-106 Solid Waste Handling Service.

"Solid Waste Handling Service(s)" means the Collection, transportation, storage, transfer, disposition or processing of Solid Waste.

A-107 Solid Waste AB 939 Program Fee.

Residential and commercial surcharge means 13% of Gross Annual receipts for residential customers and 11% for commercial/bin customers.

A-108 Source Separated.

"Source Separated" means materials which otherwise would become Solid Waste, but have been segregated by the Generator, such as Recyclables or Organic Waste, for the purpose of Solid Waste, Recycling, or composting, to be Collected by Contractor or others.

A-109 State.

"State" means the State of California.

A-110 Term.

"Term" means the Term of this Agreement as set forth in Section 4.4.

A-111 Ton.

"Ton" or "Tonnage" means a unit of measure for weight equivalent to two-thousand (2,000) pounds where each pound contains sixteen (16) ounces.

A-112 Total Billings.

"Total Billings" means Billings for any and all monies, compensation, fees, charges, consideration, and revenue submitted to Customers for payment to Contractor, its Affiliates, subsidiaries, parents and any Person or entity in which Contractor has a financial interest, in connection with, arising from, or in any way attributable to the Solid Waste Handling Services carried out by or on behalf of Contractor under this Agreement, in accordance with generally accepted accounting principles. Total Billings includes, without limitation, the Maximum Rates according to Article 12 and as set forth in Exhibit B and/or Customer Rates paid by Customers, without subtracting Franchisee Quarterly Fees or any fees or payments imposed on Contractor pursuant to this Agreement.

A-113 Toxic Substance Control Act.

"Toxic Substance Control Act" means the federal Toxic Substance Control Act, 15 U.S.C. Sections 2601, *et seq.*, as may be amended and related federal, State and local laws and regulations, including the Carpenter-Presley-Tanner Hazardous Substances Account Act, California Health and Safety Code Sections 25300, *et seq.*, as may be amended.

A-114 Transfer and Processing Facility.

"Transfer and Processing Facility" means a facility primarily used for the purpose of Recycling and transferring Solid Waste from Collection vehicles to transfer vehicles to more efficiently transport Solid Waste to a Disposal Site.

A-115 Transition Plan.

"Transition Plan" means Contractor's written transition plan as identified in and required to be submitted to City pursuant to Section 5.2 for the transition of the provision of Solid Waste Handling Services by the Previous Contractor for a portion of the Service Area to Solid Waste Handling Services provided by Contractor for the entire Service Area under this Agreement.

A-116 Universal Waste (U-Waste).

"Universal Waste" or "U-Waste" means all wastes defined by Title 22 of the California Code of Regulations Sections 66273.1, *et seq.*, including, but not limited to, Household Batteries, fluorescent light bulbs, mercury switches and E-Waste.

A-117 Unscheduled Service.

"Unscheduled Service" means services that are unscheduled or provided on an intermittent, less than monthly basis. Unscheduled Service does not include Collection services provided under this Agreement, including the services identified in Article 5 at the Maximum Rates according to Article 12 and/or Customer Rates.

EXHIBIT B

MAXIMUM RATE SCHEDULES

Schedule 1
Residential Services
Single-Family Dwellings

Proposed Residential Service Rates for Carpinteria Effective July 1st 2024			
Types	**Description**	**Price/Month**	**Notes**
Minimum Service	32 gallon trash, 96 gallon recycle, 96 gallon organics	$36.77	
Basic Service	64 gallon trash, 96 gallon recycle, 96 gallon organics	$40.19	
High Volume	96 gallon trash, 96 gallon recycle, 96 gallon organics	$61.64	
Bin Service	3 cubic yard bin, 96 gallon recycle, 96 gallon organics	$291.08	
Additional Fees			
Returned check fee		$28.25	
Recyclable Material Contamination Fee (3 or more per year)		$56.50	Per occurrence
Organic Waste Contamination Fee (3 or more per year)		$56.50	Per occurrence
Go Back Fee		$28.25	Per occurrence
Cart Exchange (in excess of 1 per year)		$43.01	Per occurrence
Account Cancellation Fee for Non-Payment		$39.55	Per month
Start Fees		$16.95	
Re-Start Fees for non payment		$39.55	
Additional Trash cart		$9.83	
Extra Recycle cart		$0.00	1st additional barrel is free
2nd Additional Recycle cart		$9.83	
Extra Organics cart		$9.83	
Lost or damaged cart charge		$67.80	
Cart replacement due to damage caused by the service recipient		$67.80	Per Occurrence
Extra Collection fee (any cart)		$28.25	
Extra Large Item Pickup		$18.43	Per bag
On-Premise Collection (all carts)		$36.28	per month
Residential Bin Rentals			
Type		**Price**	**Frequency**
Dump		$136.53	per dump
Rent after 7th day		$6.05	per day

Extra Hauls			
Two free per year (bulky item pickups)		$0.00	
After two free hauls	Car tires under 36"	$16.42	Each
	Car tires between 36" and 60"	$53.19	Each
	Car tires over 60"	$334.36	Each
	Pallets	$2.29	Each
	Washer/Dryer/TV/Couch, etc.	$43.01	Each
	Freon Removal	$55.29	Each
	Water Heaters	$24.58	Each

Schedule 2 Multi-Family/Commercial

Commercial Rates for Carpinteria Effective July 1, 2024							
Times per week		**1**	**2**	**3**	**4**	**5**	**6**
Type	**Size**	**Price per Month**					
Trash	3 yard	$272.72	$502.13	$731.56	$960.99	$1,190.42	$1,419.84
Trash	2 yard	$196.33	$352.59	$508.87	$665.15	$821.44	NA
Trash	1.5 yard	$153.68	$272.90	$392.10	$511.31	$630.53	NA
Times per week		**1**	**2**	**3**	**4**	**5**	**6**
Type	**Size**	**Price per Month**					
*Recycle	3 yard	$193.83	$376.58	$562.76	$747.25	$931.72	$1,116.21
*Recycle	2 yard	$129.02	$251.73	$374.44	$497.15	$619.84	$742.53
*Recycle	1.5 yard	$103.66	$195.55	$287.46	$379.37	$471.25	$563.14
Times per week		**1**	**2**	**3**	**4**	**5**	**6**
Type	**Size**	**Price per Month**					
*Green Waste	3 yard	$185.06	$359.57	$537.34	$713.50	$889.64	$1,065.79
*Green Waste	1.5 yard	$98.97	$186.72	$274.48	$362.23	$449.96	$537.71
Multi Family Recycle[1]	3 yard	$116.30	$225.95	$337.66	$448.35	$559.03	$669.72
Multi Family Recycle	1.5 yard	$62.19	$117.33	$172.47	$227.62	$282.74	$337.88
Times per week		**1**	**2**	**3**	**4**	**5**	**6**
Type	**Size**	**Price per Month**					
Organics Food Waste	32 gallon	$46.41	$92.82	$139.22	$185.63	$232.04	NA
Organics Food Waste	64 Gallon	$46.41	$92.82	$139.22	$185.63	$232.04	NA
Organics Food Waste	1.5 cubic yard	$153.68	$272.90	$392.10	$511.31	$630.53	NA

Extra Dumps	
Price: $57.58	Per Occurrence

[1] As described in section 12.1.1 of this Agreement, Multifamily Recycling Maximum Rates will increase by 20 percent annually beginning July 1, 2025 until Multifamily Recycling Maximum Rates equal Commercial Recycling Maximum Rates.

Roll Offs (Unscheduled Service) July 1, 2024		
Item	**Price**	**Frequency**
Delivery	$60.87	Per Each
Hauling	$196.11	Per Each
Dump/Gold Coast	Current Tip Fee	Per Ton
Processing Fee	$11.08	Per load
Rent after 3rd day	$5.71	Per day
CIWIMP tax	$0.05	Per ton
Calwood	Current Tip Fee	Per ton
Damage to Roll off caused by Service Recipient	$457.37	Per Occurrence
Dry Run/Trip Charge	$85.75	Per Occurrence
Return Fee for Blocked Roll Off	$85.75	Per Occurrence
Roll off Go Back or Box relocation	$91.48	Per Occurrence
Roll Off (no hauls in 30 days)	$60.87	Per Day

Other Charges		
Type	**Price**	**Frequency**
Bin Changes (One free every 12 months)	$59.90	Each
Drive-ins/Walk-ins	$29.95	Per month
Damage to bins caused by service recipient	$222.49	Per occurrence
Bin Lock Installation	$39.93	Per occurrence
Replacement Lock	$39.93	Per Occurrence

Type	Notes	Price	Frequency
Recyclable Material Contamination Fee	3+ occurrences per year	$114.10	Per Occurrence
Organics Waste Contamination Fee	3+ occurrences per year	$199.67	Per Occurrence
Excess of Posted Weight		$85.57	Per Ton
Cart Exchange	In excess of 1 free per year	$39.93	Per Occurrence
Cart Replacement due to damage caused by service recipient		$68.46	Per Occurrence

EXHIBIT C

ADMINISTRATIVE CHARGES

Administrative Charges

Administrative Charge Description	Amount
Restart Service Charge	$39.93
Return Check Charge	$28.52

EXHIBIT D

CITY FACILITIES PREMISES

Public Facilities				
Facility	**Location**	**Service**	**Quantity**	**Weekly Service**
City Hall	5775 Carpinteria Ave	40 yard	1	Weekly
		3 yard trash	2	Th
		3 yard recycle	2	Th
		64 gal recycle	2	Th
Vets Hall	941 Walnut	3 yard trash	1	M-W-F
		64 gal recycle	2	Th
Community Pool	5305 Carpinteria Ave.	1.5 yard	1	F
		64 gal recycle	3	Th
Carpinteria Community Library	5141 Carpinteria Ave	1.5 yard trash	1	M-W-F
		1.5 yard recycle	1	W

Parks & Open Spaces				
Park/Open Space	**Location**	**Service**	**Quantity**	**Weekly Service**
El Carro Park	5300 El Carro Lane	3 yard	2	W-F
El Carro Park	5300 El Carro Lane	36 gal	21	M-W-F
Memorial Park	1400 Santa Ynez Road	36 gal	3	M-W-F
Monte Vista Park	1100 Bailard Road	36 gal	3	M-W-F
Heath Ranch Park	1480 Charparral Drive	36 gal	3	M-W-F
Viola Fields	6145 Carpinteria Ave	36 gal	8	M-W-F
Franklin Creek Park	Sterling Avenue	36 gal	2	M-W-F
Tar Pits Park	Access from Campgrounds	36 gal	5	M-W-F
Salt Marsh Nature Park	101 Ash Ave	36 gal	6	M-W-F
Bluffs Park	6143 Carpinteria Ave	36 gal	6	M-W-F
Bluffs Park	6143 Carpinteria Ave	3 yard	1	M-TH
Carpinteria Tennis Courts	5305 Carpinteria Ave	36-gal	2	SUMMER
Carpinteria Skate Park	5781 Carpinteria Ave	3 yard	1	W
		36 gal	5	M-W-F
Beach Street Ends				
Ash Avenue	At beach end	3 yard	1	M-Th-S
		96 gal recycle	1	M-Th-S
Holly Avenue	At beach end	3 yard	1	M-Th-S
		96 gal recycle	1	M-Th-S
Elm Avenue	At beach end	3 yard	1	M-Th-S
		96 gal recycle	1	M-Th-S
Linden Avenue	At beach end	3 yard	1	M-Th-S
		96 gal recycle	1	M-Th-S
Palm to Linden Trail	From Palm Ave to Tomol Park	36 gal	4	3-4x/week

PUBLIC RECEPTACLES			
Location/address	**Type**	**Number of containers**	**Collection**
Citywide	36 gal	Approximately 150 (subject to change)	3-4x/week

EXHIBIT E

CITY SPONSORED EVENTS

City-Sponsored Event	Service Level
Avocado Festival	7-36 yard bins. Must divert 75%
Independence Day Parade	One 3 yard solid waste bin One 3 yard recyclables bin Temporary refuse containers and liners
Holiday Spirit Parade	One 3 yard solid waste bin One 3 yard recyclables bin Temporary refuse containers and liners

EXHIBIT F

FRANCHISEE QUARTERLY FEES FORMS

FRANCHISEE RESIDENTIAL QUARTERLY FEES PAYMENT FORM

FRANCHISEE NAME: _____

Total Residential Receipts for the Months of _____	$ _____
Less Refunds to Customers _____	$ _____
Gross Receipts	$ _____
8% Franchise Fee (8% x Gross Receipts)	$ _____
13% Residential AB 939 Fee (13% x Gross Receipts) _____	$ _____
10% Penalty (If not postmarked by the 30th of the following month)	$ _____
Total Fees and Penalty	**$** _____

The undersigned affirms to be authorized and qualified to act on behalf of franchisee, has prepared this report from official accounting records, and will maintain the source documents and related permanent financial records, subject to audit, at the following address:

Authorized Signature _____ _____
Print Name **Date**

Please mail this report and submit fees to:
City of Carpinteria: Administrative Services Department
5575 Carpinteria Avenue
Carpinteria, CA 93013

FRANCHISEE COMMERCIAL QUARTERLY FEES PAYMENT FORM

FRANCHISEE NAME: _____

Total Commercial Receipts for the Month of _____	$ _____
Less Refunds to Customers _____	$ _____
Gross Receipts	$ _____
8% Franchise Fee (8% x Gross Receipts)	$ _____
11% AB 939 Fee (11% x Gross Receipts)	$ _____
10% Penalty (If not postmarked by the 15th of the month)	$ _____
Total Fees and Penalty	**$** _____

The undersigned affirms to be authorized and qualified to act on behalf of franchisee, has prepared this report from official accounting records, and will maintain the source documents and related permanent financial records, subject to audit, at the following address:

Authorized Signature _____ _____

Print Name **Date**

Please mail this report and submit fees to:
City of Carpinteria: Administrative Services Department
5575 Carpinteria Avenue
Carpinteria, CA 93013

ATTACHMENT B

Notice

CITY OF CARPINTERIA
NOTICE TO PROPERTY OWNERS OF PUBLIC HEARING
REGARDING PROPOSED CHANGES TO SOLID WASTE RATES

Hearing Date & Time: March 24, 2025 at 5:30 pm
Hearing Location: City of Carpinteria, City Hall, City Council Chambers
5775 Carpinteria Avenue, Carpinteria, CA 93013

Why are you receiving this notice?

The City of Carpinteria (City) mailed this notice to you because you are a solid waste customer and/or the owner of record of a property that receives solid waste disposal service within the City. This notice is being provided pursuant to California Constitution Article XIIID (also known as "Proposition 218") in an abundance of caution, in the interest of transparency, and without conceding the applicability of Proposition 218 to privately provided solid waste service. This notice describes proposed changes to the solid waste rates and gives information about a public hearing to be held on March 24, 2025 in City Council Chambers, located at 5775 Carpinteria Avenue, Carpinteria, CA 93013. **If adopted, the proposed rates for solid waste service will be in effect beginning May 1, 2025.**

What do solid waste rates fund?

The City contracts with E.J. Harrison and Sons, Inc. (Harrison) to provide collection services for trash, recycling, green waste and other organic waste to residential and commercial customers. Harrison is a local, privately owned trash and recycling collection company. Harrison sets and collects solid waste rates in accordance with the City's Franchise Agreement for Solid Waste Handling Services (Franchise Agreement), which is available on the City's website at: https://bit.ly/3Ex6u6i.

The solid waste rates include a (i) service component, (ii) disposal component, (iii) City's franchise fee and (iv) solid waste program fee ("AB 939 Fee"). The solid waste rates may be increased annually (on July 1 of each year) to reflect changes in the Consumer Price Index ("CPI").[1]

Why are rate changes needed?

State law requires the City to meet a variety of waste reduction targets and annually report on progress. The City achieves those targets via its Solid Waste Program, providing services and programs such as: street sweeping, composting, recycling, edible food recovery, household hazardous waste collection, pollution prevention, public and school education, and spill response. Historically the City has subsidized the costs associated with its Solid Waste Program and has not collected adequate funds. The proposed 5% increase in AB 939 Fees would cover the City's costs to implement the Solid Waste Program.

Proposed changes to solid waste rates.

The City proposes to increase the AB 939 Fee by 5% in accordance with Public Resources Code section 41901. The AB 939 Fee increase has been negotiated with Harrison, and if approved will be memorialized with an amendment to the Franchise Agreement. The proposed AB 939 Fee is commensurate with neighboring jurisdictions and is used solely for the City's implementation of its Solid Waste Program.

The following tables summarize the current solid waste rates and proposed maximum solid waste rates.[2] If adopted, the proposed rates for solid waste will be in effect beginning May 1, 2025.

[1] The CPI used is for "All Urban Consumers" for the Los Angeles-Long Beach-Anaheim Areas, published by the United States Department of Labor, Bureau of Labor Statistics for the latest twelve-month period for which statistics are available. The formula used to calculate the percentage change is Current Year CPI minus Previous Year CPI equals Index Point Change divided by Previous Year CPI multiplied by 100 equals percent change. If that percentage exceeds 4%, the increase shall be limited to 4%.

[2] The following table does not reflect any potential annual CPI adjustment that may become effective July 1, 2025. Harrison will provide separate notice at least 30 days prior to the effective date for any CPI increase.

Proposed Maximum Monthly RESIDENTIAL Solid Waste Rates

Types	Description	Current Rate	Proposed Rate (5% increase)	Notes
Minimum Service	32 gallon trash, 96 gallon recycle, 96 gallon organics	$35.02	$36.77	
Basic Service	64 gallon trash, 96 gallon recycle, 96 gallon organics	$38.28	$40.19	
High Volume	96 gallon trash, 96 gallon recycle, 96 gallon organics	$58.70	$61.64	
Bin Service	3 cubic yard bin, 96 gallon recycle, 96 gallon organics	$277.22	$291.08	
Additional Fees				
Types	**Description**	**Current Rate**	**Proposed Rate (5% increase)**	**Notes**
Returned check fee		$26.90	$28.25	Per occurrence
Recyclable Material Contamination Fee (3 or more per year)		$53.81	$56.50	Per occurrence
Organic Waste Contamination Fee (3 or more per year)		$53.81	$56.50	Per occurrence
Go Back Fee		$26.90	$28.25	Per occurrence
Cart Exchange (in excess of 1 per year)		$40.96	$43.01	Per occurrence
Account Cancellation Fee for Non-Payment		$37.67	$39.55	Per month
Start Fees		$16.14	$16.95	
Re-Start Fees for non payment		$37.67	$39.55	
Additional Trash cart		$9.36	$9.83	
Extra Recycle cart		$0.00	$0.00	1st additional barrel is free
2nd Additional Recycle cart		$9.36	$9.83	
Extra Organics cart		$9.36	$9.83	
Lost or damaged cart charge		$64.57	$67.80	
Cart replacement due to damage caused by the service recipient		$64.57	$67.80	Per Occurrence
Extra Collection fee (any cart)		$26.90	$28.25	
Extra Large Item Pickup		$17.55	$18.43	Per bag
On-Premise Collection (all carts)		$34.55	$36.28	Per Month
Residential Bin Rentals				
Type		**Current Rate**	**Proposed Rate (5% increase)**	**Frequency**
Dump		$130.03	$136.53	Per Dump
Rent after 7th day		$5.76	$6.05	Per Day
Extra Hauls				
Two free per year (bulky item pickups)		**Current Rate**	**Proposed Rate (5% increase)**	**Frequency**
After two free hauls	Car tires under 36"	$15.64	$16.42	
	Car tires between 36" and 60"	$50.66	$53.19	Each
	Car tires over 60"	$318.44	$334.36	Each
	Pallets	$2.18	$2.29	Each
	Washer/Dryer/TV/Couch, etc.	$40.96	$43.01	Each
	Freon Removal	$52.66	$55.29	Each
	Water Heaters	$23.41	$24.58	Each

Proposed Maximum Monthly COMMERCIAL Solid Waste Rates

		Current Rate	Proposed Rate (5% increase)	Current Rate	Proposed Rate (5% increase)	Current Rate	Proposed Rate (5% increase)	Current Rate	Proposed Rate (5% increase)	Current Rate	Proposed Rate (5% increase)	Current Rate	Proposed Rate (5% increase)
Times per week		1	1	2	2	3	3	4	4	5	5	6	6
Type	Size	Price per Month											
Trash	3 yard	$259.73	$272.72	$478.22	$502.13	$696.72	$731.56	$915.23	$960.99	$1,133.73	$1,190.42	$1,352.23	$1,419.84
Trash	2 yard	$186.98	$196.33	$335.80	$352.59	$484.64	$508.87	$633.48	$665.15	$782.32	$821.44	NA	
Trash	1.5 yard	$146.36	$153.68	$259.90	$272.90	$373.43	$392.10	$486.96	$511.31	$600.50	$630.53		
Times per week		1	1	2	2	3	3	4	4	5	5	6	6
Type	Size	Price per Month											
*Recycle	3 yard	$184.60	$193.83	$358.65	$376.58	$535.96	$562.76	$711.67	$747.25	$887.35	$931.72	$1,063.06	$1,116.21
*Recycle	2 yard	$122.88	$129.02	$239.74	$251.73	$356.61	$374.44	$473.48	$497.15	$590.32	$619.84	$707.17	$742.53
*Recycle	1.5 yard	$98.72	$103.66	$186.24	$195.55	$273.77	$287.46	$361.30	$379.37	$448.81	$471.25	$536.32	$563.14
Times per week		1	1	2	2	3	3	4	4	5	5	6	6
Type	Size	Price per Month											
*Green Waste	3 yard	$176.25	$185.06	$342.45	$359.57	$511.75	$537.34	$679.52	$713.50	$847.28	$889.64	$1,015.04	$1,065.79
*Green Waste	1.5 yard	$94.26	$98.97	$177.83	$186.72	$261.41	$274.48	$344.98	$362.23	$428.53	$449.96	$512.10	$537.71
Multi Family Recycle[1]	3 yard	$110.76	$116.30	$215.19	$225.95	$321.58	$337.66	$427.00	$448.35	$532.41	$559.03	$637.83	$669.72
Multi Family Recycle	1.5 yard	$59.23	$62.19	$111.74	$117.33	$164.26	$172.47	$216.78	$227.62	$269.28	$282.74	$321.79	$337.88
Times per week		1	1	2	2	3	3	4	4	5	5	6	6
Type	Size	Price per Month											
Organics Food Waste	32 gallon	$44.20	$46.41	$88.40	$92.82	$132.59	$139.22	$176.79	$185.63	$220.99	$232.04	NA	
Organics Food Waste	64 Gallon	$44.20	$46.41	$88.40	$92.82	$132.59	$139.22	$176.79	$185.63	$220.99	$232.04		
Organics Food Waste	1.5 cubic yard	$146.36	$153.68	$259.90	$272.90	$373.43	$392.10	$486.96	$511.31	$600.50	$630.53		

Extra Dumps	
Current Rate	Proposed Rate (5% increase)
Per Occurance	
$54.84	$57.58

How do you file a protest or participate in the public hearing?

The City will consider new solid waste rates at a Public Hearing on March 24, 2025, at 5:30 pm at the City of Carpinteria's City Council Chambers located at 5775 Carpinteria Avenue, Carpinteria, CA 93013. You are invited to present oral or written testimony at the Public Hearing. ***Any owner and/or customer of record of a parcel subject to the proposed solid waste rates, or tenant directly liable for payment of the proposed solid waste rates, may submit a written protest against the proposed rate revisions. If written protests are filed for a majority of the affected parcels, the proposed solid waste rates will not be adopted.***

In order for a written protest to be counted, it must include the following: a statement indicating that the identified property owner or customer of record is in opposition to the proposed solid waste rate changes; the street address or Assessor's Parcel Number (APN) for the parcel(s) with respect to which the protest is made; and the name and signature of the owner or customer. While both property owners and tenants or customers of record may submit written protests, only one protest will be counted for each parcel. Oral protests at the Public Hearing will not be counted unless accompanied by a written protest.

Protests may be mailed or hand delivered to the City Clerk at 5775 Carpinteria Avenue, Carpinteria, CA 93013. To be counted, a signed written protest must be received by the City Clerk before the conclusion of the Public Hearing scheduled for March 24, 2025. Please identify on the front of the envelope for any written protest, whether mailed or submitted in person to the City Clerk, that the enclosed protest is for the Public Hearing on the Proposed Rate Changes – Solid Waste.

Please contact Erin Maker, Environmental Program Manager at 805.880.3415 or via email at Erinm@Carpinteriaca.gov with questions.

Agenda Section: Other Business
Agenda Item No.: 17
Council Meeting Date: March 24, 2025

City of Carpinteria

COUNCIL AGENDA STAFF REPORT

ITEM FOR COUNCIL CONSIDERATION

Annual Progress Report on General Plan Implementation

STAFF RECOMMENDATION

Accept the 2024 General Plan Annual Progress Report and direct the Community Development Director to submit the Report to the Governor's Office of Land Use and Climate Innovation (LCI) and the Department of Housing and Community Development.

Sample Motion: I move to accept the 2024 General Plan Annual Progress Report and to direct the Community Development Director to submit the Report to the Governor's Office of Land Use and Climate Innovation and the Department of Housing and Community Development.

BACKGROUND

Pursuant to California State law (Government Code § 65400), each City and County is required to prepare and present an annual report to its legislative body on the status of the General Plan and progress on its implementation. The law requires that a copy of this General Plan Annual Progress Report (GP APR) be submitted to both the Governor's Office of Land Use and Climate Innovation (LCI)[1] and the California Department of Housing and Community Development (HCD). The Community Development Department (CDD) will send the GP APR to LCI and HCD, and post the document on the City's website, pursuant to the Council's direction.

The GP APR is submitted separately from, but is related to, the Housing Element Annual Progress Report, which the Council discussed at its March 10, 2025 meeting. The Housing Element Annual Progress Report is included as an exhibit to the GP APR.

DISCUSSION

The General Plan identifies the central goal of the community as follows:

> *To preserve the essential character of our small beach town, its family-oriented residential neighborhoods, its unique visual and natural resources and its open, rural surroundings while enhancing recreational, cultural and economic opportunities for our citizens.*

[1] Formerly known as the Governor's Office of Planning and Research (OPR).

Implementation of this central goal is described through the General Plan objectives and policies, organized into eight elements: Land Use; Housing; Community Design; Circulation; Open Space, Recreation & Conservation; Safety; Noise; and Public Facilities & Services. The Housing Element, unlike the other elements, is updated every eight years— the current Housing Element's planning period runs from 2023 to 2031.

The 2024 GP APR consists of the following sections:

1. Introduction, including the history of and background on the City's General Plan/Coastal Land Use Plan.
2. Development Activities/Projects and Program Review, which summarizes planning and building permits issued in 2024, Code Compliance cases, City Council actions, and Planning Commission actions.
3. General Plan Elements and Implementation, which details the progress made on new and existing projects and programs throughout the City that implement each element of the General Plan.
4. Amendments to the General Plan/Coastal Land Use Plan and Zoning Code, summarizes the adopted changes to both documents and proposed changes to be brought before decisionmakers in the foreseeable future.
5. Goals, Priorities, and Objectives, which highlights how the goals of the General Plan are intertwined with other City efforts, including the City's Annual Work Plan.

Community Development Department staff collaborated with the Public Works and Parks, Recreation, and Community Services Departments to assemble the information provided.

POLICY CONSISTENCY

As a requirement of Government Code (Section 65400(a)(2)), the GP APR serves as evidence of the City implementing its General Plan goals, objectives and policies. By submitting the required GP and Housing Element APRs to LCI and HCD each year, the City fulfills statutory requirements to report on the status of City programs and efforts in meeting its share of regional housing needs. The GP APR is also a tool for understanding where General Plan implementation work remains and how related resources may need to be focused to address General Plan objectives and policies.

FINANCIAL CONSIDERATIONS

No Additional Funding Requested. Staff time to prepare the report is included in the Adopted FY 2024-2025 Budget. Other than the cost of staff time for preparation, there is no anticipated financial impact to the City as a result of submitting this report. Preparation of the annual General Plan Report is an unfunded state mandate.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

Preparation and presentation of the GP APR to the City Council, followed by the submittal of the GP APR to LCI and HCD, fulfills the City's statutory obligations pursuant to the requirements of Government Code § 65400.

OPTIONS

1. Direct the CDD Director to submit the GP APR to the Governor's Office of Land Use and Climate Innovation and the Department of Housing and Community Development.
2. Recommend changes be incorporated into the GP APR and authorize the Community Development Director to submit the revised GP APR to the Governor's Office of Land Use and Climate Innovation and the Department of Housing and Community Development.
3. Recommend changes and direct staff to return a revised GP APR for further review.

PRINCIPAL PARTIES EXPECTED AT MEETING

Interested members of the public.

ATTACHMENTS

Attachment A 2024 General Plan Annual Progress Report.

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Signature

Reviewed by:
Nick Bobroff, Community Development Director
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Signature

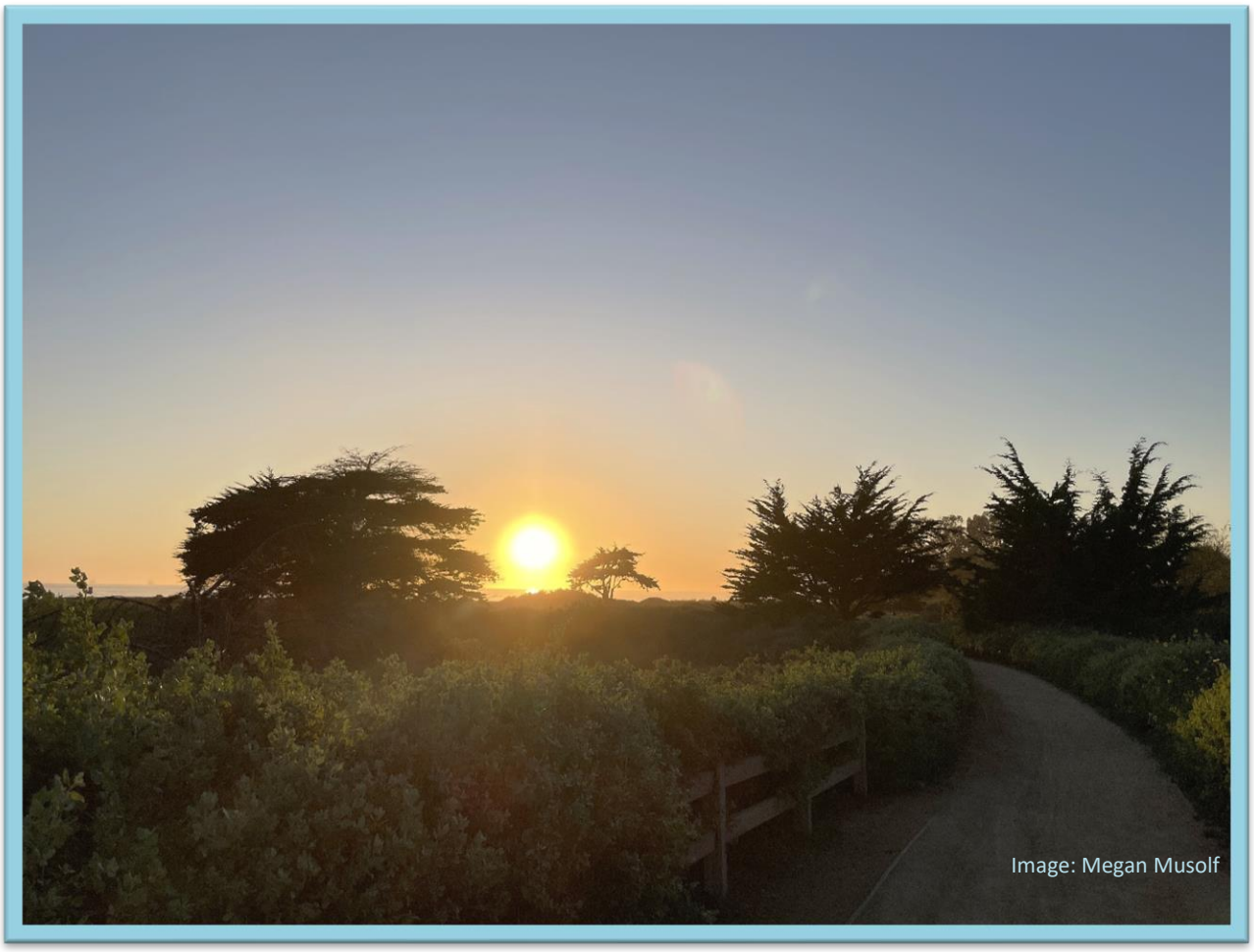
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Signature

ATTACHMENT A



2024 General Plan Annual Progress Report

City of Carpinteria

Report Presented to the City Council

March 24, 2025

City Council

Natalia Alarcon, Mayor
Mónica J. Solórzano, Vice Mayor
Al Clark
Wade Nomura
Julia Mayer

Planning Commission

Glenn La Fevers, Chair
David Allen, Vice-Chair
Jane L. Benefield
John Moyer
Alexandra Van Antwerp

City Staff

Michael Ramirez, City Manager
Ryan Kintz, Assistant City Manager
Nick Bobroff, Community Development Director
Jeanette Gant, Parks, Recreation & Community Services Director
John Ilasin, Public Works Director
Licette Maldonado, Administrative Services Director

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Exhibits

Housing Element Annual Progress Report (2024) . . . . Exhibit 1
2024 City Council Meeting Minutes . . . . . Exhibit 2
2024 Planning Commission Meeting Minutes . . . . . Exhibit 3
Fiscal Year 2024-2025 Work Plan. . . . . Exhibit 4
Fiscal Year 2024-2025 Budget Reports (Q1 and Q2) . . . . Exhibit 5
City Council Staff Report (March 24, 2025) . . . . . Exhibit 6

City of Carpinteria

2024 General Plan Annual Progress Report

Introduction

California Government Code Section 65400(a)(2) requires an annual report on the status of the General Plan and the City's progress in its implementation, including progress in meeting its share of regional housing needs. This Annual Report must be presented to the City Council and then submitted to the Governor's Office of Land Use and Climate Innovation (LCI) and the Department of Housing and Community Development (HCD) each year. A separate annual report detailing the City's progress toward implementing its Housing Element is prepared and submitted to the HCD, and included as an exhibit to the General Plan Annual Progress Report. The preparation of this annual report provides an opportunity to review activities and projects of the prior year in the areas of development and other programs that work toward implementing the City's General Plan.

Carpinteria adopted an update of its General Plan and Coastal Land Use Plan ("GP/CLUP") in January 2003. The General Plan identifies the central goal of the community as:

> *To preserve the essential character of our small beach town, its family-oriented residential neighborhoods, its unique visual and natural resources and its open, rural surroundings while enhancing recreational, cultural and economic opportunities for our citizens.*

Since its adoption in 2003, the five departments that make up the City of Carpinteria have worked to implement the policies outlined in the General Plan. These departments include General Government; Administrative Services; Parks, Recreation and Community Services; Public Works; and Community Development. The General Plan is designed to be consistent with the California Coastal Act, and thus the document also serves as the City's Coastal Land Use Plan (CLUP), a part of the City's certified Local Coastal Program.

Several City planning and management documents are in a transitionary stage at the time of this report's publication. At the beginning of 2024, City staff and the City Council began the process of switching from a calendar-year Annual Work Plan to a fiscal year (FY) 2024-2025 Work Plan with the goal of better aligning the City budget with Council priorities and City staff capacity. The FY 2024-2025 Work Plan comprises five overarching goals

with associated priorities and deliverables for each department. [1] Many deliverables for each Work Plan goal serve to implement the General Plan, and progress on them will be discussed in this report. Work is still being done to better connect the City budget and Work Plan, with the City looking to shift to a two-year Strategic Plan for FY 2025-2026 and 2026-2027 to allow for longer-term budget strategies.

Additionally, the City is currently in the midst of a full General Plan/CLUP update.[2] This project began in 2016 but was significantly delayed by the COVID-19 pandemic. In late 2023, the City's newly-hired Long Range Planning division recommenced work on the GP/CLUP update. Over the course of seven public meetings, the General Plan Update Committee (GPUC) reviewed and provided feedback on administrative drafts of each General Plan element, including two new elements: Healthy Community and Coastal Resiliency. A complete draft GP/CLUP will be made available for public review in spring 2025; next steps will focus on completing the programmatic-level environmental review for the document.

This document is a reporting document, and does not create or alter policy. The content is provided for informational purposes only, and is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15306.

This report is organized to comply with LCI's General Plan Guidelines. The report includes sections that correlate with the Elements of the General Plan and details important information and events from the 2024 calendar year. Exhibit 1 includes the City Council Adopted Housing Element Annual Progress Report. Exhibits 2 and 3 include a complete account of the City Council and Planning Commission actions for the calendar year. Exhibit 4 includes the City's FY 2024-2025 Work Plan. Exhibit 5 includes the FY 2024-2025 Quarter 1 and Quarter 2 reports associated with the City budget and Work Plan. The City Council Staff Report that accompanies this annual Report is included as Exhibit 6.

Development Activities/Projects and Program Review

Throughout this past year, the City reviewed numerous projects through the development review process and participated in many planning efforts. The proposed projects function to implement land use, community design and other elements of the General Plan. The following summaries provide a general overview of the projects, programs and permits that were reviewed. These summaries are general and are not intended to be exhaustive.

[1] The five main goals of the FY 2024-2025 Work Plan were approved by the City Council on January 29, 2025, and related priorities/deliverables/measures and metrics were approved by the City Council on February 26, 2024.
[2] More information on the General Plan/CLUP Update project can be found at https://carpinteriaca.gov/city-hall/community-development/planning/general-plan-local-coastal-plan-update/

BUILDING PERMITS

In 2024, the Building Division issued 297 Building Permits. These permits were issued for Accessory Dwelling Units (ADU), commercial remodel projects, residential remodels, solar photovoltaic power systems projects, new construction projects, various energy-reducing water heater replacements and LED lighting upgrades, and other minor permits throughout the City. 18 Certificates of Occupancy were issued, all for ADUs and Junior ADUs.

PLANNING PERMITS

The Planning Division processed a variety of planning permits throughout the year, including Development Plans, Conditional Use Permits, Coastal Development Permits, a Parcel Map, and associated environmental review documents, as needed.

The Planning Commission reviewed the following application types over the course of the year:

- 3 Development Plans/Coastal Development Permits, Amendments and Revisions
- 5 Conditional Use Permits/Coastal Development Permits, and Revisions
- 1 Tentative Parcel Map
- 1 Temporary Use Permit
- 4 Rezones/ General Plan Amendment (GPA)/ Local Coastal Plan Amendments (LCPA)
- 4 Time Extensions for Development Plans

Over the course of the year, the Architectural Review Board evaluated 34 separate projects, including 12 residential projects and 5 mixed-use projects. Of those reviewed, 25 projects resulted in favorable recommendations to the Community Development Director or the Planning Commission, 2 received conceptual comments, and 2 projects were continued with comments for redesign.

CODE COMPLIANCE

The Code Compliance Division works diligently to abate code violations through voluntary and, if needed, mandatory actions (e.g. fines). The Division prepares quarterly reports for the City Council. The Division handled a total of 641 cases throughout the year, of which 283 were related to parking violations, 30 were contacts with unhoused community members, and 56 were related to animal violations. Furthermore, the Division abated numerous Zoning Code and Building Code violations. Other abated violations included smoking in public places, public nuisances, and health and safety issues. Although many

violations required formal citations, most violations get resolved through voluntary compliance efforts. During the year, voluntary compliance efforts were successful in abating unpermitted advertising banners, parking violations, weed abatement, fences and many other violations.

CITY COUNCIL

The City Council reviewed various programs, projects and regulations this past year. The meeting minutes, documenting all of the Council's decisions throughout the year, are included in Exhibit 2. The following are some of the key highlights of the Council's accomplishments.

- Adopted amendments to the City's regulation of certain polystyrene and single-use plastic items (January).
- Re-adopted the City's 6th Cycle 2023-2031 Housing Element and directed staff to submit it to HCD (January).
- Adopted the FY 2024-2025 City Work Plan and associated priorities and deliverables (January-February).
- Established Renter Relocation Assistance Payment amounts for no-fault just-cause evictions at two month's rent or $6,500, whichever is greater (February).
- Approved the Measure A Five-Year Local Program for local streets and transportation projects (March).
- Upon appeal, approved Project 23-2221-DP/CDP/ARB, a three-story mixed-use (commercial / residential) development with 24 residential units (including 3 deed-restricted lower-income units) (March).
- Updated the City Master Fee Schedule (April).
- Renewed an agreement with the Rental Housing Mediation Program for three years (July 2024 – June 2027) (May).
- Amended the City's Live Entertainment regulations to accommodate outdoor live entertainment (May).
- Approved the awarding of a $1.6 million grant for the City's Living Shoreline coastal resiliency project (June).
- Amended the City's smoking regulations to prohibit smoking in multi-unit residences beginning July 1, 2025 (July).
- Adopted the City Council Advisory Group Handbook and Appointment Process Policy (November).
- Amended the Safety Element of the General Plan to include the City's Local Hazard Mitigation Plan in its entirety (November).
- Adopted several ordinances that implemented Program 1 (Adequate Sites to Accommodate Regional Housing Needs) of the City's 2023-2031 Housing Element; including the rezoning of 19.83 acres to a new Residential/Mixed Use zone district (December).

- Authorized an increase of the City's Transient Occupancy Tax for hotel guests from 12 percent to 15 percent, following the passage of the related ballot measure in the November 2024 General Municipal Election (December).

PLANNING COMMISSION

The Planning Commission reviewed various projects last year. Meeting minutes are included as Exhibit 3. The following matters are the key projects that were reviewed:

- Approved the 4745 Carpinteria Avenue Mixed-Use Project (Project 23-2221-DP/CDP/ARB), a three-story mixed-use (commercial / residential) development with 24 residential units (including 3 deed-restricted lower-income units).
- Recommended the City Council approve amendments to CMC Chapter 14.72- Accessory Dwelling Units and Junior Accessory Dwelling Units, to align with recent changes to State Accessory Dwelling Unit (ADU) law.
- Recommended the City Council approve a proposed ordinance to repeal and replace CMC Chapter 14.77 to locally implement changes to State density bonus law.
- Approved the subdivision of an existing 19,912 square foot single-family lot into two parcels of 11,236 square feet and 8,689 square feet in size, respectively; and approved a Variance from the setback requirements, covered parking, and parking location requirements under CMC Chapter 14.12.
- Recommended the City Council approve a proposed amendment to the Safety Element of the Carpinteria General Plan to incorporate in its entirety the City's Local Hazard Mitigation Plan (LHMP) into the Safety Element pursuant to California (State) Assembly Bill 2140.
- Recommended the City Council approve several proposed ordinances that would implement Program 1 (Adequate Sites to Accommodate Regional Housing Needs) of the City's 2023-2031 Housing Element.
- Allowed an interior and exterior renovation of an existing restaurant (The Palms) and conversion of a portion of the roof to a patio and bar area; and granted Modifications to allow a covered patio dining area within the required front setback and allow the rooftop bar structure to exceed the 30-foot height limit.

General Plan Elements and Implementation

This section of the Annual Progress Report discusses specific projects and policies that demonstrate the implementation of the goals detailed in the General Plan during the 2024 calendar year. The City's FY 2024-2025 Work Plan is attached as Exhibit 4.

LAND USE ELEMENT

The Land Use Element establishes the type and density of land uses and guides growth and development by presenting a plan that reflects the community's desire to maintain and enhance an enjoyable, balanced quality of life. The City's Land Use Map identifies specified land use areas, including Agriculture, Residential, Commercial, Industrial and Open Space/Recreation. Decision-making bodies, such as the Architectural Review Board and the Planning Commission, rely on Land Use Element policies during the discretionary development review process to help guide their decision-making. This basic tenet is expressed in the community's central goal for the General Plan as stated at the beginning of this report.

Key Objectives

- *Objective LU-1:* Establish the basis for orderly, well planned urban development while protecting coastal resources and providing for greater access and recreational opportunities for the public.

- *Objective LU-2:* Protect the natural environment within and surrounding Carpinteria.

- *Objective LU-3:* Preserve the small beach town character of the built environment of Carpinteria, encouraging compatible revitalization and avoiding sprawl development at the city's edge.

- *Objective LU-4:* Influence land use decision making, use and development patterns in the unincorporated Carpinteria Valley to be supportive of the California Coastal Act and City objectives to preserve unique coastal resources by establishing open-field agricultural use as the predominant use in the unincorporated Valley.

- *Objective LU-5:* Maintain availability of agriculture, coastal-dependent industry and visitor-serving commercial development including hotels/motels, restaurants and commercial recreation uses.

- *Objective LU-6:* Create flexible land use and zoning standards for general commercial and industrial parcels that allow opportunities for residential use to expand, as determined appropriate by the City, in response to changing needs relative to the jobs/housing balance locally and in the region, and as incentive toward the development of affordable housing.

- *Objective LU-7:* Adopt and amend as necessary a Sphere of Influence that serves to establish the basis for annexation of certain land contiguous to city limits.

Land Use – 2024 Implementation Summary

- Accessory Dwelling Units (ADU)/Junior Accessory Dwelling Units (JADUs): The City permitted 16 ADUs and granted Certificates of Occupancy to 18 ADUs in 2024 under the City's ADU regulations adopted the year prior. ADUs made up the majority of new housing in the City in 2024, and amendments to the ADU regulations are ongoing to conform to the most recent changes to ADU laws adopted by the State legislature.

- Housing Element 2023-2031: Carpinteria strives to be a city where residents of all income levels are able to find safe and appropriately-priced housing. The City Council adopted Ordinance Nos. 788-791 to implement Housing Element Program 1 (Adequate Sites to Accommodate Regional Housing Needs) of the 2023-2031 Housing Element. Together, these ordinances created a new Residential/Mixed Use (RMU) zone district, adopted objective design standards for certain multifamily/mixed use projects, and rezoned 19.83 acres to RMU.

- Zoning Code Amendments: Throughout 2024, City staff worked on amendments related to key land use areas, including ADUs, Density Bonus Law, coastal resiliency, and supportive housing. Several of these items will go to public hearings in 2025.

- Anti-Displacement Legislation: In February 2024, the City Council adopted Resolution No. 6290, setting the Relocation Assistance Payment amount for no-fault just-cause evictions at two month's rent or $6,500, whichever is greater. Work on related anti-displacement legislative items will continue into the upcoming years.

Ongoing Implementation

Carpinteria strives to participate with the County of Santa Barbara in the land use planning process and review of development projects within the Carpinteria Valley. Likewise, the City provides notification to the County when development is proposed adjacent to the City's boundaries. This same process applies to local special districts whose district boundaries include both incorporated and unincorporated lands in the Carpinteria Valley.

Adjustments to Carpinteria's identified Sphere of Influence were made in 2003, 2009, and 2015. In 2009, the Coastal Commission certified an amendment to the Local Coastal Program to rezone one property to allow the development of 34 condominiums on Cravens Lane. The project served as a transition between more urbanized residential

development within the City to the south of the site and a more rural area within the County of Santa Barbara jurisdiction to the north. The property was annexed into the City by the Local Agency Formation Commission (LAFCO) in 2009. In 2015, two agricultural parcels were removed from the City's Sphere of Influence to protect future agricultural uses of the sites as a condition of approval for a highway widening project that resulted in unavoidable impacts to other agricultural lands within the City. In addition, a correction was made to the Sphere of Influence to remove a portion of a parcel which was believed to have been included in error.

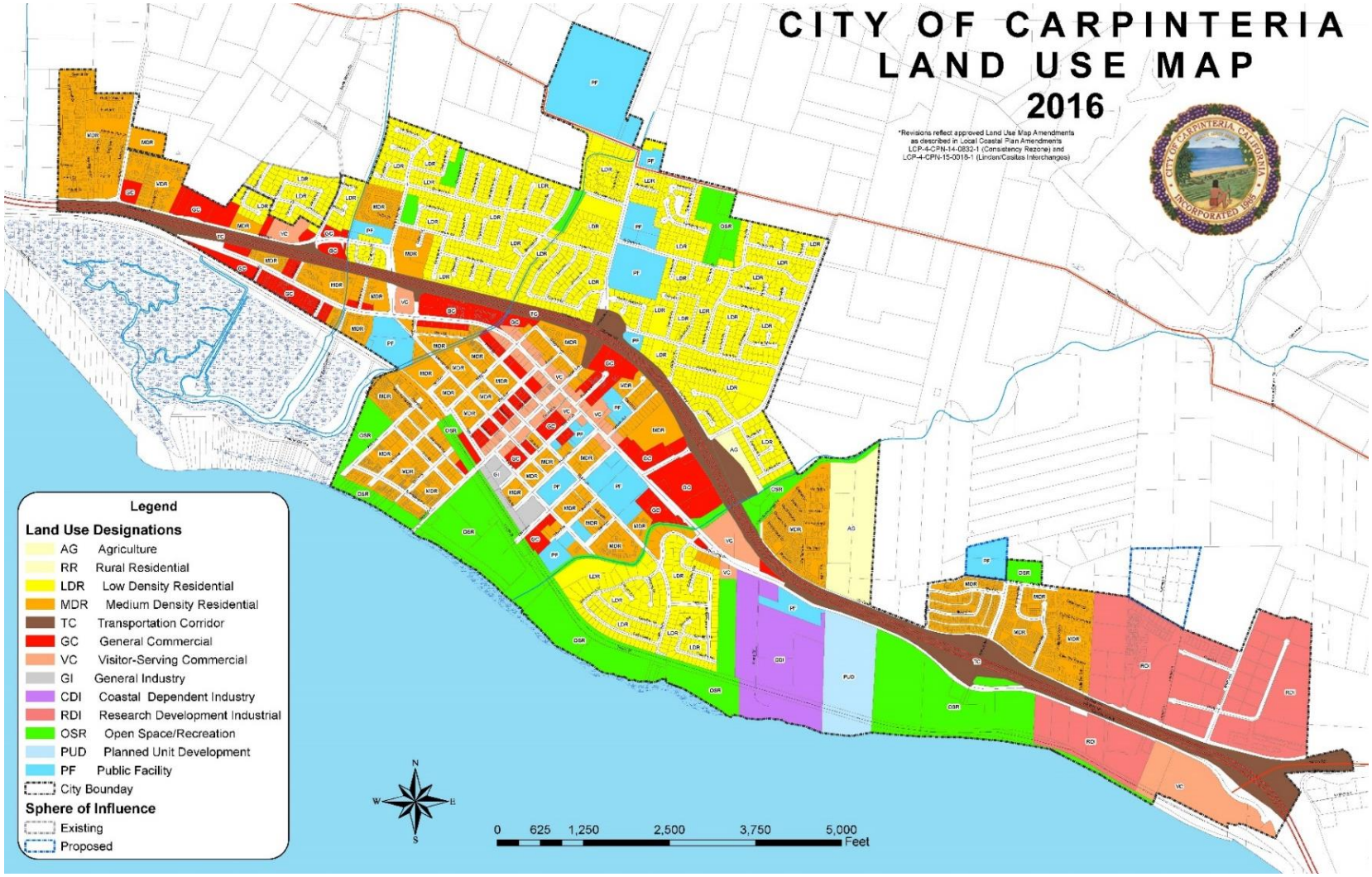
The City's long-range planning division (one Principal Planner and one Assistant Planner) was established in late 2023, and long-range planning staff worked throughout 2024 to achieve HCD certification of the City's 2023-2031 Housing Element. While HCD deemed the City's Housing Element substantially compliant with State housing law in March 2024, HCD could not certify the Housing Element at that time because the City had not implemented the required rezones for Program 1 (Adequate Sites to Accommodate Regional Housing Needs) prior to the statutory deadline of February 15, 2024.[3] As summarized above, long-range planning staff wrote four ordinances to satisfy the requirements of Program 1, most notably proposing to rezone a minimum of 16.8 acres to accommodate higher density housing (20-25 units/care). The City Council approved the Program 1 ordinances on December 9, 2024, and the ordinances were approved with modifications by the California Coastal Commission on March 14, 2025.

During the 2024 calendar year, the City engaged in the County's public hearing process for the County's housing element rezones. The City Council and City staff submitted comment letters on the Program EIR and regarding three sites proposed to be rezoned to higher-density residential (20-30 units/acre) which abutted the City limits; the City's concerns involved protection of the Urban-Rural boundary and agricultural lands within the Coastal Zone, the lack of adequate public facilities and traffic circulation to accommodate the contemplated intensity of development at these sites, and the potential impacts to community character caused by high density housing on the outskirts of the City.

The City participated in monthly regional planning meetings with the Santa Barbara County Association of Governments and other jurisdictions within Santa Barbara County. City staff also attended quarterly meetings of the Joint Cities-County Affordable Housing Task Group. Since Carpinteria has only one neighboring jurisdiction, which is the County Unincorporated lands, City staff routinely coordinated with the County on land use issues affecting both jurisdictions, including housing projects, cannabis projects, energy reliability projects, trail connectivity, and zoning code changes. In particular, the City provided comments to the County in 2024 regarding the County's housing element rezones and proposed amendments to the County's Cannabis/Odor Control ordinance.

[3] HCD's letter dated March 21, 2024 is available to view here: https://carpinteriaca.gov/wp-content/uploads/2024/09/sbb-carpinteria-adopted-out-032124.pdf

City and County staff have also been working the Santa Barbara County Local Agency Formation Commission (LAFCO) staff to develop and adopt a voluntary Memorandum of Agreement (MOA) that would help to facilitate early coordination and dialogue over land use and planning matters affecting the City's planning area. This effort will carry over into 2025 as staff continues to refine the terms of the MOA.


CITY OF CARPINTERIA
LAND USE MAP
2016
*Revisions reflect approved Land Use Map Amendments as described in Local Coastal Plan Amendments LCP-4-CPN-14-0832-1 (Consistency Rezone) and LCP-4-CPN-15-0018-1 (Linden/Casitas Interchanges)
Legend
Land Use Designations
AG Agriculture
RR Rural Residential
LDR Low Density Residential
MDR Medium Density Residential
TC Transportation Corridor
GC General Commercial
VC Visitor-Serving Commercial
GI General Industry
CDI Coastal Dependent Industry
RDI Research Development Industrial
OSR Open Space/Recreation
PUD Planned Unit Development
PF Public Facility
City Boundary
Sphere of Influence
Existing
Proposed
N
W
E
S
0 625 1,250 2,500 3,750 5,000
Feet

COMMUNITY DESIGN ELEMENT

The Community Design Element identifies key design characteristics of the community and establishes objectives and policies to guide future development in a consistent manner. The Community Design Element includes both overarching policies that apply citywide as well as policies that apply to specific subareas of the City.

Key Objectives (Citywide)

- *Objective CD-1:* The size, scale and form of buildings, and their placement on a parcel should be compatible with adjacent and nearby properties, and with the dominant neighborhood or district development pattern.

- *Objective CD-2:* Architectural designs based on historic regional building types should be encouraged to preserve and enhance the unique character of the city.

- *Objective CD-3:* The design of the community should be consistent with the desire to protect views of the mountains and the sea.

- *Objective CD-4:* These objectives and policies should be implemented through Specific Plans or similar documents based on the identified neighborhood, district and corridor design subareas.

In addition to the citywide design objectives outlined above, the City of Carpinteria seeks to ensure that the existing unique qualities and characteristics of the City's distinct neighborhoods and districts are enhanced through the preservation of both citywide physical characteristics and neighborhood subareas. Each category and neighborhood have specific objectives and policies.

Physical Community Design Characteristics
Residential Neighborhoods Neighborhood Interiors Neighborhood Edges Commercial, Office, Industrial & Mixed Use Corridors Frontage Design Public Spaces

Neighborhood Design Subareas
1. Downtown Beach 2. Downtown and Old Town 2a. Downtown Core District 3. Santa Monica, Canalino and El Carro 4. The Northeast 5. Concha Loma 6. The Bluffs (Areas 0, I, II and III)

Community Design – 2024 Implementation Summary

- Objective Design Standards (ODS): As part of the implementation of Housing Element Program 1, the City developed Objective Design Standards for multifamily residential and mixed-use projects that are eligible for streamlined/ministerial planning review under the new RMU zone or State law. The ODS were reviewed by the Architectural Review Board (ARB) and the Planning Commission, and ultimately approved and adopted by the City Council. The ODS aim to ensure projects with limited to no discretionary review maintain a quality level of design appropriate for and compatible with Carpinteria's architectural character.

- Project Review: The Architectural Review Board (ARB) evaluated 34 separate projects in 2024, which included reviewing the design for proposals to improve commercial and residential properties as well proposals for new residential and mixed-use developments. Projects of note reviewed by the ARB included a proposal for a resort and apartment complex in the Bluffs Design Subarea, a proposal for a large mixed-use development in the Northeast Design Subarea, and a final review of a mixed-use project in the Downtown Core District.

Ongoing Implementation

For every project undergoing discretionary review, City decision makers apply the unique community design objectives and guidelines applicable to the project's neighborhood. Community Development Department staff, the ARB, and Planning Commission consider these design objectives in their review of projects on a case-by-case basis to maintain and enhance the quality of Carpinteria's neighborhoods and streetscapes. The City adopted design guidelines for the Single Family Neighborhoods north of Highway 101 (2006), the Beach Neighborhood (2012), and the Concha Loma Neighborhood (2014), establishing styles to guide future development in these neighborhoods.

The City conducts meetings with the local agencies regarding new development projects to ensure that adequate consideration is made for the concerns raised by new development's demands on infrastructure and services. Through these Inter-Departmental Agency Group (IDAG) meetings, projects are reviewed in their early stages to anticipate concerns and issues which may impact their design or eventual build-out. Development proposals are transmitted to the Carpinteria-Summerland Fire Protection District for recommendations relating to fire safety. These recommendations are incorporated into a master set of conditions required for the approval of a project.

In recent years, a number of State laws have limited decision makers' discretion over certain types of projects, particularly for housing developments. For certain types of projects, applicants may qualify for ministerial permit review and/or may only be required to adhere to objective, mandatory design standards. In these cases, subjective policy

language such as preserving the “small beach-town character,” which is a consistent theme in the City’s design review, cannot be used to require the applicant to revise a project. Recognizing this evolving legal landscape, in 2024, City staff drafted a new Objective Design Standards (ODS) Zoning Code chapter to provide a set of measurable and verifiable building and site design standards that apply to new projects in the RMU zone district and to other types of housing projects that qualify for ministerial review under state law. The intent of the ODS is provide a level of design “guardrails,” such that even ministerially-reviewed projects with no discretionary ARB or Planning Commission review would integrate into the City’s established neighborhoods. The ODS were adopted by the City Council in December 2024, approved with modifications by the Coastal Commission in March 2025, and will become effective pending the City Council’s adoption of the modifications. City staff and decisionmakers have noted the importance of ODS when State law requires ministerial review, setting the stage for potential future sets of ODS for additional neighborhoods or building types.

In 2021, the City embarked on an effort to create a “Downtown Design Overlay” (DDO) to cultivate a vibrant and architecturally interesting downtown core, similar in its overall goals to the ODS. Many components of the administrative draft DDO were incorporated into the ODS. While the DDO did not make progress in 2024 in its original form, City staff are considering how some form of design standards for the downtown area can play a role in the future to maintain the area as a walkable, community-oriented, pedestrian- and alternative transportation-friendly area.

CIRCULATION ELEMENT

The purpose of the Circulation Element is to designate an efficient system of streets and highways that will provide adequate linkages between land uses in the city. This Element complements the Land Use Element by contributing to the achievement of the economic, physical, and social goals of the community. The Circulation Element describes the existing transportation network and how future transportation needs can be accommodated. Provisions for the use of alternative modes of transportation, including bicycle and pedestrian circulation, are also included in the Circulation Element. The Circulation Element implements coastal access policies as required by the City's Local Coastal Program.

Key Objectives

- *Objective C-1:* To improve the community's ability to access U.S. 101 and areas north of the freeway through the improvement of interchanges.

- *Objective C-2:* To designate scenic routes so as to provide for the scenic enjoyment of and maintain and enhance the natural beauty of the lands and views along the roadways of the Carpinteria Valley.

- *Objective C-3:* Provide a balanced transportation network with consistent designations and standards for roadways that will provide for the safe and efficient movement of goods and people through the community.

- *Objective C-4:* Improve the Carpinteria Avenue corridor to ensure adequate traffic flow, safe bicycle use and improved aesthetic qualities.

- *Objective C-5:* Provide a system of safe and functional truck routes.

- *Objective C-6:* Provide adequate safe railroad crossings and to effectuate community design of buffers that will attenuate rail-related noise.

- *Objective C-7:* Build demand for alternative transportation use by increasing ease, effectiveness, and social acceptability, and through foresighted planning.

- *Objective C-8:* Support and develop safe, direct and well-maintained bicycle and pedestrian systems and recreational boating facilities that serve all segments of the public.

- *Objective C-9:* Promote the use of public transit systems that provide mobility to all city residents, and reduce automobile congestion within the capabilities of the community.

Circulation – 2024 Implementation Summary

- Carpinteria Avenue Bridge Replacement Project: The Right-of-Way Certification was completed in September 2021. Construction began in Q4 2024 with vegetation clearing and grubbing. The estimated start of bridge construction is spring 2026.
- Franklin Creek Trail Improvement Project: A Coastal Development Permit application was submitted to the Community Development Department in November 2024. The project is currently in the design phase. City staff have received preliminary project review comments from California Coastal Commission staff in November 2024. The estimated start of construction is summer 2025.
- Improve Public Transit Services: Public Works staff attended a Transportation Committee meeting in June 2024 regarding The Wave, a new all-electric, on-demand micro-transit program replacing the Seaside Shuttle (discontinued in 2020). The estimated start of micro-transit service was initially in 2023, but a shortage of qualified transit drivers resulted in delays to anticipated micro-transit service.
- Pavement Management Program: The 2022 Pavement Rehabilitation Project was completed in Q4 2024. The 2023 Pavement Maintenance and Rehabilitation Project is currently in the design phase. The estimated start of construction is fall 2025.
- Santa Claus Lane Bikeway Project: The project was completed in summer 2023 and had a grand opening in November 2023. This key linkage from downtown Carpinteria to Santa Claus Lane has seen significant use by City residents and visitors in 2024.
- Downtown "T" Parklet Permit Program: In 2021, the City Council directed staff to initiate drafting an ordinance for permitting parklets in the downtown. After a public workshop and review by the Traffic Safety Committee, Architectural Review Board, and Planning Commission, the City Council approved amendments to the Downtown "T" Encroachment Guidelines in 2023 to incorporate parklets as an allowable type of right-of-way encroachment. There are currently three (3) restaurants in the Downtown "T" with parklets that are leased from the City.

Ongoing Implementation

The City has coordinated with Caltrans and the Santa Barbara County Association of Governments (SBCAG) on several projects to improve freeway accessibility and circulation throughout the community. Significant Highway 101 improvement projects have been completed, including the following: (1) High-Occupancy Vehicle (HOV) Lanes

and freeway pavement; (2) bridges over Franklin Creek and Santa Monica Creek; (3) sound walls; (4) drainage improvements; (5) intersection improvements at Santa Monica Road and Via Real; (6) Linden Avenue – Casitas Pass Road interchanges; the (7) Via Real extension; and (8) Class 1 bike path improvements.

Carpinteria aims to provide a balanced transportation network with consistent designations and standards for roadways that will provide for the safe and efficient movement of goods and people throughout the community. With new development, the City works to improve circulation and enhance safe and efficient traffic patterns. The Downtown Carpinteria Parking Study, the basis for the City's Parking Management Plan, was accepted by the City Council in November of 2021. The Council authorized staff to proceed with the plan's recommendations in May of 2022; however, in April 2023, the Public Facility Site Acquisition/Development Committee recommended for the Parking Management Plan to be suspended until the completion of the 700 Linden Adaptive Reuse Project, which is now scheduled to be completed in 2025.

The City supports various forms of alternative transportation, including bike, bus, van-pool, and train, to serve the wide variety of needs of both residents and visitors. The City aims to encourage and develop safe, direct and well-maintained bicycle and pedestrian systems that serve all segments of the public and serve to connect residential areas, schools, parks and shopping areas. The City strives to provide safe mobility for those with access and functional needs through the design of street improvements and public facilities, provide continuous sidewalks in priority locations for safe pedestrian circulation and promote alternative transportation.

The City continues planning efforts to complete the Alternative Transportation Plan, which would guide and influence bikeway and pedestrian policies and programs to make the bicycling and walking experience for residents and visitors safe, convenient and enjoyable.

Paratransit services, like HELP, and Easy-Lift, operate in the City to aid community members with access and functional needs. Circulation Element policies are implemented through these services that provide alternatives to traditional automobile transportation. These forms of alternative transportation also improve access to coastal resources such as local beaches and city parks.

Street maintenance projects are an ongoing effort for Public Works through their Pavement Management Program, which is used to establish baselines and improvement strategies to repair and replace aging street infrastructure over time. As part of this program, the Department conducts city-wide inspections and maintenance analysis. Pavement maintenance and rehabilitation capital improvement projects are ongoing. A multi-year Pavement Management Map was completed in 2020. The map shows existing pavement condition, proposed treatment, and treatment schedule for each street.

Through its contract for law enforcement services with the Santa Barbara County Sheriff's Department, renewed in 2023, the City conducts traffic safety operations, in particular, at locations where public safety issues related to speeding and other vehicle code violations have been identified.

OPEN SPACE, RECREATION & CONSERVATION ELEMENT

This combined element describes the community's open space, recreation and natural resources that the City manages. This includes natural open space areas, outdoor recreation areas, water habitats, plant and animal life, agricultural land, scenic and cultural resources, and management of open space for public health and safety. Carpinteria has a variety of natural resources that have local, regional and statewide significance such as wetlands, riparian areas, coastal bluffs, beaches and tidal areas.

The City's policies support the preservation and conservation of environmental resources to maintain the quality of the environment and the character of the community. Adopted policies provide for clean air, water and soil; adequate protection of plant and wildlife habitats; maintenance of visual resources; and preservation and enhancement of special resources including beaches, recreation areas, trails, marshland, creekways, and agricultural land. The Open Space, Recreation, and Conservation Element implements various components of the Local Coastal Program, including coastal access and resource protection.

Key Objectives

- *Objective OSC-1*: Protect, preserve and enhance local natural resources and habitats.
- *Objective OSC-2:* Preserve and restore the natural resources of the Carpinteria Bluffs.
- *Objective OSC-3:* Preserve and restore wetlands such as the Carpinteria Salt Marsh.
- *Objective OSC-4:* Preserve the biological diversity of shoreline habitats.
- *Objective OSC-5:* Protect the Harbor Seal Hauling Ground from human disturbance.
- *Objective OSC-6:* Preserve the natural environmental qualities of creekways and protect riparian habitat.
- *Objective OSC-7:* Conserve native plant communities.
- *Objective OSC-8:* Protect and conserve Monarch butterfly tree habitat.
- *Objective OSC-9:* Encourage and promote open-field agriculture as an independent, viable industry to meet the needs of present and future populations and to preserve the Carpinteria Valley's rural, open space character.
- *Objective OSC-10:* Conserve all water resources, and protect the quality of water.

- *Objective OSC-11:* Carpinteria will conduct its planning and administrative activities so as to maintain the best possible air quality.
- *Objective OSC-12:* Maintain an understanding of the oil industry and its exploration objectives.
- *Objective OSC-13:* Preserve Carpinteria's visual resources.
- *Objective OSC-14:* Provide for adequate park and recreation facilities to meet the needs of the community and visitors.
- *Objective OSC-15:* Maintain the existing trail system and provide additional recreation and access opportunities by expanding the trail system.
- *Objective OSC-16:* Preserve Carpinteria's cultural resources.

Open Space, Recreation & Conservation – 2024 Implementation Summary

- Carpinteria Coastal Vista Trail – Progress Updates: The Carpinteria Coastal Vista Trail is a multi-year project that would connect Rincon County Beach all the way to Santa Claus Lane. The network would improve coastal access and result in significant bike and pedestrian improvements through the City. The Coastal Vista Trail project completion is dependent on several remaining key linkages described in more detail in this report. The following are some highlights for particular segments of the network:
    - Bluffs II Reach: The project application for the Bluffs II reach of the trail was submitted to the Planning Department for review and processing in 2021 and was approved by the Planning Commission in 2022 (Project 21-2107-CUP/CDP/ARB; 6155 Carpinteria Avenue). The City was awarded a competitive Habitat Conservation Fund grant of $183,000 from the California Department of Parks and Recreation. This funding was used to develop and construct the coastal trail segment at Bluffs II. This segment extends past Viola Park and allows the public to enjoy the incredible views from that section of the Bluffs. The grant was administered by the State Parks Office of Grant and Local Services (OGALS) and funded by California's Wildlife Protection Act of 1990 (Proposition 117). This grant required matching funds and the City will study possible ways to raise the matching funds through alternative funding sources. Engineering designs for the Bluffs II trail have been drawn up and are pending review. In the meantime, the trail has been constructed such that it is in usable condition for the public and is open for public use; however, additional funding and work is needed to bring it to its completed condition.

- Linden to Holly Trail: Permits were granted for an interim trail crossing (near 399 Linden Avenue) in 2022. The project is intended to function as an interim solution until a decision about proceeding with the Surfliner Inn project is made. The interim Linden to Holly segment of the Coastal Trail opened June 2023 and residents and visitors utilize the open trail.

- Rincon Bluffs Preserve: A public workshop was held and concept designs were completed for the 23-acre preserve (formerly the Bluffs III property prior to City acquisition). The preserve is permanently protected as open space with native habitat and passive public recreational uses. Design and funding for trails within the preserve are ongoing. In August 2023, the City issued a Request for Proposals (RFP) for an Environmental Report. However, the proposals received were significantly higher than anticipated, exceeding the available budget. As a result, the City closed the RFP process and did not select a vendor. The City, in collaboration with the Land Trust for Santa Barbara County is now revising the RFP to reduce the scope of work, focusing on a more cost-effective concept design and environmental report. This revised approach will also allow for phased construction of preserve improvements as funding becomes available.

- Dog Park Project: Following a pilot program at El Carro Park, which concluded in early 2023, a Temporary Use Permit for a second off-leash dog park pilot program at Monte Vista Park was approved by the Planning Commission in November 2023. In February 2024, the City Council approved a standardized dog park design for the Monte Vista dog park and other future dog parks. The Monte Vista dog park opened in April 2024 and received mostly positive feedback from the community. In November 2024, the TUP was brought back to the Commission for a six-month check-in; the Commission agreed the pilot program was operating well and allowed for a second-year TUP to be reviewed and considered by the Planning Director. Pending continued successful operation, Parks, Recreation & Community Services intends to apply for a Development Plan in 2025 to make the Monte Vista Dog Park a permanent amenity.

- Concha Park: The objective of this project is to permit a pocket park in the Concha Loma area nearest the multifamily residential properties closest to Carpinteria Avenue. A concept park design has been prepared. A grant application to the Land and Water Conservation Fund (LWCF) program was not successful. This project is currently on hold due to lack of funding.

- Community Farm Project: As a project condition of approval related to a highway widening project, Caltrans was to grant an agricultural property to the City and help fund the development of an agricultural education program. Title to the 2.75-acre property has been transferred to the City. Use of the land is restricted to agricultural use in perpetuity. The objective is to develop a long-term viable agricultural use with public benefit. Since taking ownership, the City has been

maintaining the orchard and harvesting the crops. The design and construction of a perimeter fence has been put on hold temporarily due to limited funding.

- Skate Park: The Skate Park construction was completed in August 2023 and secured a temporary Certificate of Occupancy until the installation of a permanent electrical pedestal was completed. The grand opening ribbon cutting ceremony took place August 24, 2023. Installation of the permanent electrical pedestal was completed, and the Skate Park received its Final Certificate of Occupancy in September 2024. In February 2025, the City Council adopted Skate Park hours of operation.

- Linden Beach Plaza: The objective of this project is to improve coastal access, ADA compliance, emergency response, bicycle and pedestrian use and general ambiance of the Linden Avenue street end. It is a cooperative project between the City and California State Parks. A grant has been awarded to construct the portion of the project on State Park property. There were several meetings in 2023 to coordinate the details of the project, and preliminary plans were updated to address comments from the meetings. A survey was prepared and a conceptual design of the project was completed in 2024. An on-site workshop was held to gather public input in early 2025. The preliminary plans are under review by the City and State Parks prior to submittal of a permit application.

- Park and Playground Improvement Projects: Construction for a new playground at Heath Ranch Park was completed and has since been reopened. The improvements have been well received by the community.

- Rincon Multi-Use Trail Project: This project would construct a dedicated multi-use path connecting the City of Carpinteria to Rincon Beach Park, providing safe access that avoids the UPRR railroad corridor and Highway 101. Preparation of plans, specifications and estimates are well underway. A draft Environmental Impact Report has been completed. Following an appeal of the Planning Commission's approval of the project and EIR in 2022, a year-long public outreach campaign with stakeholders was completed to identify and study project alternatives. The results of the outreach effort were presented to the Council in May 2023 wherein the Council affirmed their support for the proposed project alignment. Since that time, including throughout 2024, City staff have worked with the project partners to pursue additional funding needed to complete the environmental and permitting phases of the project. Obtaining certification of the environmental document and project permits will better position the project for the additional funding needed to complete the project design and construction phases of the project.

Ongoing Implementation

The City operates approximately 100 acres of parkland and open space. Each park is unique, but most offer some visitor amenities such as picnic facilities, restrooms, ball fields or children's play structures. Ongoing use of the City's fields for adult and youth soccer, softball and baseball remains in high demand as these activities are very important to the local and visiting community. The Parks and Recreation Department continues to conduct a variety of pool and ocean recreation programs for youth and adults as well.

The City's Creeks Preservation Program provides a framework for implementing various projects to achieve the community's watershed protection goals. A number of restoration projects along Carpinteria Creek have been accomplished over years as a result of the combined efforts of local government and community partners. Through protection of local creek resources and improvements to infrastructure, like creek crossings and bridges, along with efforts of other local agencies and volunteer organizations, the City has implemented both habitat protections and improved public access to areas of natural priority. Ongoing work related to the replacement of the Carpinteria Avenue Bridge over Carpinteria Creek continues to make progress towards enhancement of City creeks.

The City continues to conduct water quality monitoring in partnership with the cities of Goleta, Buellton, and Solvang and the County of Santa Barbara. All monitoring was done in accordance with the Phase II MS4 Permit 3030(d) Monitoring Plan, approved by the Central Coast Regional Water Quality Control Board. A report is submitted annually to the State Water Board.

The City is continually looking for opportunities to acquire undeveloped property within or adjacent to Carpinteria Creek. In doing so, Carpinteria can preserve important riparian habitat, reduce urban runoff into the creek and maintain an undeveloped riparian corridor for aesthetic and wildlife movement purposes, as well as for contributing to ocean water quality.

The City continues efforts to realize completion of the Coastal Vista Trail, a City-wide hiking/biking trail system. The long-term goal is a trail for walking or biking that would connect Rincon County Beach, the Rincon Bluffs Preserve, the Carpinteria Bluffs Nature Preserve, Tar Pits Park, Carpinteria State Beach Park, the City's Salt Marsh Park, and Santa Claus Lane. The City envisions a network of trails that would connect northern beaches to the town, improve coastal access and result in significant bike and pedestrian improvements. The Coastal Vista Trail project is dependent on several key linkages detailed below:

Coastal Vista Trail – Key linkages

Carpinteria Rincon Trail Reach	This trail would connect easterly Carpinteria Avenue and the Carpinteria Bluffs with Rincon County Park. *Status: Planning and permitting remain underway.*
Bluffs II Reach	A public trail easement across the property known as Bluffs II. *Status: A portion of this trail has been completed and is currently open.*
Bluffs III (Rincon Bluffs Preserve)	The City acquired the property and it is now protected under a conservation easement and endowment. The area is open to the public and currently has informal/unofficial trails. *Status: Planning for trail and habitat improvements is underway.*
Fifth Street to Carpinteria Avenue	The Los Angeles-San Diego-San Luis Obispo (LOSSAN) Rail Corridor Agency was awarded a grant to pursue various improvements. Locally, a commuter rail station would be improved to include double tracking to allow for trains to pass, a new platform on the south side of the tracks, a railroad undercrossing, and the establishment of key pedestrian linkages. One of the pedestrian routes includes a connection from Fifth Street to Carpinteria Avenue, including a walking bridge over Franklin Creek. *Status: Design and permitting work is underway for the Franklin Trail portion from Seventh Street to Carpinteria Avenue.*
Santa Claus Lane Bike Path	This bike path links westerly Carpinteria Avenue to Santa Claus Lane in unincorporated Santa Barbara County. The project was incorporated into the freeway widening project. *Status: This project was completed in 2023.*

SAFETY ELEMENT

The purpose of this Safety Element is to adopt policies that will reduce death, injuries, property damage, and the economic and social dislocation resulting from natural hazards. City policies minimize the potential risks and reduce the loss of life, property and the economic and social dislocations resulting from natural hazards. The Element identifies several issues related to natural hazards including seismically induced hazards, slope stability hazards, soil hazards, flood hazards, fire hazards and hazardous materials.

Key Objectives

- *Objective S-1:* Minimize the potential risks and reduce the loss of life, property and the economic and social dislocations resulting from fault surface rupture in the planning area, from ground shaking due to an earthquake along a fault in the planning area or in the region, from seismically -induced liquefaction in the planning area, and from seismically-induced tsunamis.

- *Objective S-2:* Minimize the potential risks and reduce the loss of life, property and economic and social dislocations resulting from seismically-induced and naturally –occurring landslides, from mud and debris flows, from rock falls, and from seacliff retreat.

- *Objective S-3:* Minimize the potential risks and reduce the loss of property and the economic and social dislocations resulting from expansive soils, soil settlement, subsidence, and hydrocompaction.

- *Objective S-4:* Minimize the potential risks and reduce the loss of life, property and the economic and social dislocations resulting from flooding.

- *Objective S-5:* Minimize the potential risks and reduce the loss of life, property and economic and social dislocation resulting from urban and wildland fires.

- *Objective S-6:* Minimize the potential risks and reduce the loss of life, property and the economic and social dislocations resulting from hazardous materials accidents at large industrial facilities, at facilities handling acutely hazardous materials, and along transportation corridors.

Safety – 2024 Implementation Summary

- Local Hazard Mitigation Plan (LHMP) and the Multi-jurisdiction Hazard Mitigation Plan: Updates to both plans have received approvals from CalOES and FEMA. The City Council passed a resolution adopting the update to the City's LHMP on April 10, 2023. In November 2024, the City Council approved an amendment to the Safety Element to incorporate the LHMP in its entirety, allowing the City to close out the associated grant (Resolution No. 6344).

- Multifamily Housing Smoking Ban: Addressing public health concerns from residents, the City Council adopted amendments to CMC Chapter 8.52 – Smoking Regulations, to prohibit smoking (including use of electronic smoking devices) anywhere on the premises of a multi-unit residential property. The changes will go into effect July 1, 2025.

- Decommissioning and Remediation of the Carpinteria Oil and Gas Processing Facilities: In coordination with the property owner, Chevron, the City prepared a released a Draft Environmental Impact Report (EIR) in December 2023 for the planned decommissioning and remediation of the onshore oil and gas processing facilities located off Dump Road. Comments were accepted until January 31, 2024. Since the close of public comment, City staff has been preparing revisions to the EIR and will be releasing the Proposed Final EIR in early 2025.

- Sea Level Rise Vulnerability Assessment and Adaptation Plan: As part of the preparation for the General Plan Update effort, this assessment and adaptation plan has been completed and biennial updates are planned to keep the document current.

- National Flood Insurance Program Community Rating System (CRS): Submittal of the CRS Application to the Federal Emergency Management Agency (FEMA) was deferred until the City Council accepted the Dune and Shoreline Management Plan. The City Council accepted the Dune and Shoreline Management Plan on July 11, 2022, and the City was enrolled in CRS in April of 2024. As a result, City residents now qualify for a discount on flood insurance.

- FEMA Updates: The City has been working with FEMA on proposed updates to flood maps for the Carpinteria area. Preliminary flood insurance rates and flood insurance study updates were released by FEMA in early 2024, and the comment/appeal period closed December 2024. Throughout 2024, the Public Works and Community Development Departments began advising applicants of the impending update to effective Flood Insurance Rate Maps based on project timelines.

- Emergency Operations Center (EOC): City staff participated in EOC trainings hosted by the County of Santa Barbara throughout 2024 to ensure staff are prepared to activate the City's EOC when necessary.

Ongoing Implementation

Through the development review and environmental review process, the City ensures that development meets the standards set forth in the Safety Element. The Building & Safety Department ensures that new construction or retrofit projects are done to meet current safety requirements and that the necessary geotechnical studies are conducted when appropriate.

The City plans and administers preparedness and response programming for all types of human-made and natural disasters that may occur within the City and surrounding areas. City staff actively serve on county-wide committees that facilitate the coordination of disaster planning and response efforts, maintain and update City-wide emergency plans, conduct disaster preparedness and response trainings and exercises for City staff and residents, and participate in other activities that enhance the City's and residents' ability to prepare for and respond to disasters and emergencies.

The Federal Emergency Management Administration (FEMA) periodically releases updated flood maps depicting the 100-year flood plain and the Flood Insurance Rate Map (FIRM) for Carpinteria. These updated maps clarify what properties are in the flood zone and are therefore required to obtain flood insurance and comply with minimum finish floor elevations to avoid flooding impacts to new development. Through the permit review process, development has been required to meet minimum standards that meet or exceed anticipated flood levels to reduce risk and potential loss of life and structure due to flood hazards. The City continues to work with FEMA to ensure the FIRMs are updated and accurate.

NOISE ELEMENT

Carpinteria is affected by several different sources of noise, including automobile and rail traffic, agricultural and industrial activity, ocean waves and wind, and periodic nuisances such as construction, loud parties or other events. The Noise Element identifies these sources and provides goals and policies that ensure that noise from these sources does not create an unacceptable noise environment. The City believes that controlling noise sources can substantially improve the quality of life for residents as well as visitors to the City.

Key Objectives

- *Objective N-1:* The City will minimize noise impacts of Highway 101 traffic on residential and other sensitive land uses.
- *Objective N-2:* The City will minimize the noise impacts of the railroad on residential and other sensitive land uses.
- *Objective N-3:* The City will minimize the adverse effects of traffic generated noise from City streets on residential and other sensitive land uses.
- *Objective N-4:* Minimize noise spillover from industrial operations into adjacent residential neighborhoods and other sensitive uses.
- *Objective N-5:* The City will minimize the effects of nuisance noise effects on sensitive land uses.

Noise - 2024 Implementation Summary

- Highway Improvement Project: A variety of measures have been implemented to reduce noise impacts, including sound walls and noise-reducing pavement materials. These highway projects have been completed within Carpinteria city limits.
- Public Nuisance Enforcement: During the second half of 2023, the City began a heightened effort to respond to and resolve nuisance noise complaints related to outdoor live entertainment hosted at Carpinteria businesses. In March 2024, City Council directed staff to amend the City's live entertainment regulations to permit, with conditions, outdoor live entertainment, following the expiration of temporary COVID-19 provisions. The Council adopted the related ordinance in June 2024, which included updated administrative conditions on entertainment licenses. Code Compliance staff conducted sound level monitoring on several occasions in Summer-Fall 2024 to help inform the Council for potential future adjustments/amendments to the live entertainment provisions.

Ongoing Implementation

Noise impacts are evaluated during public improvement projects and the development review process. Site-specific noise studies provide recommendations for construction techniques that will mitigate noise impacts for development near Highway 101. Similarly, for highway improvement projects, noise studies are used to develop mitigation measures to ensure that new traffic patterns or increased traffic volumes will not significantly affect nearby residents.

The Public Works Department replaces worn or deteriorating asphalt roads with rubberized asphalt to reduce street noise from vehicle traffic. The City analyzes the location of industrial and commercial truck access on properties adjacent to residential areas and makes recommendations during site planning to mitigate noise spillover onto sensitive uses.

Through the Code Compliance Division, City staff also responds to noise complaints from neighbors located near commercial or industrial operations. Through amendments to the Municipal Code, the City has placed limitations on the days and hours during which construction may occur in order to protect sensitive land uses. In addition, the Municipal Code grants the Community Development Director and Planning Commission authority to impose more restrictive construction hours as a condition for approval on permits.

PUBLIC FACILITIES AND SERVICES ELEMENT

Local government supplies essential public services, provides for the general welfare of the community, and implements regulations in the interest of public health and safety. Preparing for and planning how to accomplish these tasks is addressed in the Public Facilities and Services Element. The Element evaluates the major public and private services and facilities in the Carpinteria Planning Area and includes policies and objectives to plan for future needs.

The City wishes to maintain the best possible police and fire safety services for the community. The City implements project review procedures that incorporate fire district interaction (and law enforcement, if applicable) at the earliest possible point in the process. The City seeks to provide a high quality and broad range of public services, facilities and utilities to meet the needs of all current and future residents of the Carpinteria Planning Area.

Key Objectives

- *Objective PF-1:* To ensure the provision of adequate water supplies by minimizing consumption and investigating new sources either in existing supply or outside existing sources.

- *Objective PF-2:* Ensure adequate service systems for the transmission, treatment and disposal of sewage and wastewater generated within this area as well as the disposal of trash, green waste and recyclable material.

- *Objective PF-3:* The City shall strive to maintain the best possible police and fire safety services for the community.

- *Objective PF-4:* To assist the school district in continued provision of high-quality educational opportunities for all of the community's youth.

- *Objective PF-5:* To provide a high quality and broad range of public services, facilities and utilities to meet the needs of all present and future residents of the Carpinteria Planning Area.

- *Objective PF-6:* To ensure that new development is adequately served by utilities and does not impact existing service areas in the community.

Public Facilities & Services – 2024 Implementation Summary

- Via Real Stormwater Project: The Coastal Development Permit for the project was approved in March 2023. Additional federal-aid and state-aid funding was

awarded in 2023. The construction contract was awarded in July 2024, and construction is expected to be completed by April 2025.

- Organics Waste Diversion: Ordinance 750 was approved by the City Council in January 2021 to incorporate SB 1383, the Short-lived Climate Pollutants act aimed at reducing organic waste. The City's contracted waste hauler, E.J. Harrison & Sons, continues to conduct site visits to educate solid waste customers about organic waste diversion and ensure they are enrolled in organic waste service. In 2024, the City worked with the community organization the Promotores to offer Spanish-language education. The organization assisted the City with efforts to provide residents with information about free resources, including kitchen pails for food scraps. Approximately 500 kitchen pails were handed out to residents in 2024. Additionally, the City's Sustainability and Environment Division hired an Environmental Program Specialist in 2024 to oversee outreach efforts and inspections of businesses for waste-related regulations.

- Single-Use Materials Outreach: The City Council adopted updates to C.M.C. Chapter 8.50 (Regulating Polystyrene Products and Single-Use Plastics) in January 2024, bringing the regulations into compliance with various State laws, implementing additional prohibitions on single-use polystyrene food containers, prohibiting mylar balloons from being distributed in Carpinteria, and prohibiting the release of latex balloons. The Sustainability and Environment Division conducted two rounds of outreach to educate local businesses on the requirements surrounding single-use plastics and packaging.

- City Hall Solar Energy Generation and Storage Project: The City is participating in the California Energy Commission's Distributed Electricity Backup Assets (DEBA) Program with the County of Santa Barbara acting as the lead in an effort to fund this project. The project is currently on hold.

- Carpinteria Branch Library: The City assumed library operations in 2022, and since then has established the Library Board of Trustees; created a Library Advisory Commission; gained membership in the Black Gold Cooperative Library system; and hired a Library team consisting of a City Librarian, Community Outreach Librarian, Library Technicians, and a Literacy Coordinator. The latter position was funded in 2024 by a generous donation to the Library. In 2024, the Library hosted a Library Card Month to boost utilization, increased circulation of books and materials, wrote a quarterly column in the local Coastal View News, and provided Library staff with additional trainings to better serve the community. The Library consistently hosts a full schedule of programming and community events, all of which are free to the public, and often partners with AgeWell.

- AgeWell: The City was able to hire a full-time Senior Services position in March 2024, and since then the AgeWell program has expanded significantly. AgeWell served over 200 members (free to register) in 2024, offering around 20 diverse programs each week aimed at enhancing the well-being of older adults in Carpinteria. In partnership with the Central Coast Commission for Senior Citizens, AgeWell runs a popular Collaborative Lunch Program that provides free meals to an average of 40 people every weekday. Programming throughout 2024 included (but was not limited to) organized exercise (pickleball, walking club, dancing), puzzle and game activities for mental enrichment, and trainings for healthier aging. AgeWell activities and events are supplemented by approximately 25 volunteers.

Ongoing Implementation

The City continues to engage with special districts and utility providers to improve conditions for residents. The City is engaged with the Carpinteria Valley Water District and Carpinteria Sanitary District in developing a recycled (potable) water project to serve the Carpinteria Valley. The project was submitted to the City in 2024 and is currently under review. Southern California Edison customers in Carpinteria have been transitioned to Central Coast Community Energy which supports renewable energy.

The Public Works Department operates a free Antifreeze, Batteries, Oil and Paint (ABOP) Center on two weekends each month for residents to recycle these types of materials, as well as small household electronics, cooking oils, and fluorescent lightbulbs. The City also hosts an annual Household Goods and Hazardous Waste Collection Day. Carpinteria residents have the opportunity to safely dispose of hazardous chemicals, cleaning products, used oil, solvents, universal and electronic waste such as computer screens, televisions, household appliances and fluorescent, mercury and other gas filled tubes.

On the City Hall campus, work is ongoing to improve the public's experience with the facility and City staff. Portable storage containers were procured and installed in 2023 and continue to provide key additional storage capacity for the City's files and records. The City's Racial Equity and Social Justice Council Committee, including a core group of City staff, continues to engage with a consultant team to create and implement a Strategic Equity Plan to improve interactions and relations with the diverse community of Carpinteria.

HOUSING ELEMENT

The Housing Element is prepared in accordance with State and Federal Law to identify policies and guidelines that implement City goals to provide and maintain safe and adequate housing for households of all income levels. It is comprised of many programs that outline actions the City will take to support affordable housing programs, rehabilitate aging housing stock, provide services to prevent homelessness, and other housing-related areas. The most recent update to the Housing Element Update, addressing the 2023-2031 planning period, was adopted by the City Council in January 2024 and certified by the State's Housing and Community Development Department in January 2025.

Much of City staff's time spent on the Housing Element in 2024 was focused on completing the implementation of Program 1 - Adequate Sites to Accommodate Regional Housing Needs. Implementation of this program was required in order to achieve Housing Element certification from HCD. In December 2024, the City Council adopted four ordinances (Ordinance Nos. 788-791) that, collectively, implemented Program 1:

- Create a new zone district, Residential/Mixed Use (RMU) that allows for residential-only or mixed-use developments with a minimum density of 20 dwelling units/acre (du/ac) and up to a maximum density of 25 du/ac (Ordinance No. 788);
- Create Objective Design Standards that would apply to new developments in the RMU zone, as well as other projects required to be processed ministerially per State housing law (Ordinance No. 789); and
- Rezone 19.83 acres of land in the City to RMU to provide adequate sites to accommodate the RHNA allocation (Ordinance Nos. 790 and 791).

Additional and more detailed information regarding Housing Element implementation in 2024 is provided in Exhibit 1, the City's 2024 Housing Element Annual Progress Report. The document was transmitted to the State Department of Housing and Community Development on March 11, 2024

Amendments to the General Plan/Coastal Land Use Plan and Zoning Code

The GP/CLUP was adopted in April 2003. The General Plan visioning process included planning and goal strategies to plan for a 20-year timeline. The Zoning Code, serving as the key piece of the City's coastal Implementation Plan, was adopted in 1981, and consistency updates and amendments occur throughout the years as needed. The City has initiated two separate comprehensive multi-year update programs, for both the GP/CLUP (as mentioned in the Introduction) and the Zoning Code. In addition to updating all of the required General Plan Elements, new elements will be incorporated that address climate change/sea level rise and healthy community initiatives. The Circulation Element will also receive an update to include Vehicle Miles Traveled (VMT) metrics. At this time, comprehensive updates to the Zoning Code are planned to follow the adoption of the new GP/CLUP to ensure vertical consistency between the documents.

2024 Amendments to the General Plan/Coastal Land Use Plan

- General Plan /Coastal Land Use Plan Update Program: Work on the GP/CLUP Update resumed in earnest in 2024, following several years of reduced activity due to the COVID-19 Pandemic and staffing vacancies. Draft elements had already been reviewed by Coastal Commission staff, and new administrative drafts released in 2024 primarily sought to update new City information regarding facilities, services provided, and other changes from the most recent years. Throughout 2024, the GP/CLUP Update Committee met seven times at public hearings to review the drafts of each element. These meetings also provided the public opportunities to provide feedback before the complete draft GP/CLUP is assembled and programmatic environmental review documents are written. By the end of 2024, City staff was working closely with the consultant team to incorporate public and GP/CLUP Update Committee feedback. A release of the complete draft GP/CLUP and release of an Environmental Impact Report Notice of Preparation are anticipated at the end of Q1 2025.
- Readoption of the 2023-2031 Housing Element: HCD review of the City's previously-adopted Housing Element in 2023 necessitated additional changes that were finalized in November 2023. In January 2024, following a letter of substantial compliance from HCD, the City Council re-adopted the most current version of the Housing Element. Additional background on the Housing Element is available in Exhibit 1.
- Safety Element Amendment: The City received a grant in 2019 to update its Local Hazard Mitigation Plan ("LHMP"), an annex to the County of Santa Barbara's Multi-Jurisdictional Hazard Mitigation Plan. As a condition for grant closeout and City reimbursement of funds, the LHMP needed to be incorporated

in its entirety in the Safety Element of the General Plan, pursuant to Assembly Bill ("AB") 2140 (incorporation via direct internet link acceptable). Accordingly, the City Council approved Resolution No. 6344 in November 2024 to incorporate minor changes to the Safety Element, adding language to make the document AB 2140-compliant.[4]

2024 Amendments to the Zoning Code (CMC Title 14)

- Zoning Code amendments to implement Housing Element Program 1: As described in Exhibit 1, Ordinance Nos. 788-791, adopted by City Council in December 2024, created a new Residential/Mixed Use (RMU) zone district, rezoned 19.83 acres of land to RMU, and created Objective Design Standards for certain residential/mixed use developments. These amendments will be in effect following Coastal Commission approval; a Coastal Commission hearing for this item is scheduled for March 2025.

2024 Progress on Upcoming Amendments

- Accessory Dwelling Units (ADU): The City last amended its ADU regulations (CMC Chapter 14.72) in 2023, however, new State laws in 2023 and 2024 necessitated another round of amendments. Thus, City staff proposed Ordinance No. 785, aiming to bring the City's ADU regulations back in line with the most current changes to State ADU law. It was approved on first reading by City Council in July 2024, and was submitted to the Coastal Commission in August 2024. As part of the Coastal Commission's review, HCD provided a comment letter on Ordinance No. 785 citing various areas where the City's regulations did not fully align with state ADU law, which triggered additional dialogue with HCD and Coastal Commission staff to work through and resolve. City staff are currently working to address/harmonize ADU law with Coastal Act policies, have revised the ordinance, and plan to return the ordinance to City decisionmakers in Q2 2025. This project implements Housing Element Program 2.
- Density Bonus Ordinance: In June 2024, the Planning Commission recommended approval of a proposed ordinance to align the City's Density Bonus (DB) regulations (CMC Chapter 14.77) with current State DB Law and harmonize State DB Law with the Coastal Act. City staff has been working with Coastal Commission staff to further achieve this "harmonization" while meeting the intent of State DB Law. City staff intend to bring the proposed ordinance to City Council and the Coastal Commission in 2025. This project implements Housing Element Program 7.

[4] Additional information about this General Plan amendment is available at https://carpinteriaca.gov/city-hall/community-development/planning/general-plan-coastal-land-use-plan/

- Supportive Housing Ordinance: In 2024, staff drafted an ordinance to streamline the permitting of supportive housing types pursuant to State law, including low-barrier navigation centers and single-room occupancy housing. Staff plans to bring the ordinance to the Planning Commission and City Council in 2025.
- Coastal Adaptation Overlay: Work on this grant-funded effort continued throughout 2024 and an administrative draft is undergoing internal review.
- Coastal Development Permit Ordinance: Research and draft language for this grant-funded effort progressed throughout 2024.
- Inclusionary Housing Ordinance: Staff conducted research on inclusionary housing policies[5] in California and surrounding jurisdictions. Work continues into 2025. This project implements Housing Element Program 6.

Goals, Priorities and Objectives

The City of Carpinteria aims to implement the priorities and objectives outlined in the General Plan throughout various activities and functions of local government. Many of the goals outlined for the future of the City are reviewed annually through the City's Annual Work Plan process, a process which in itself is currently undergoing review and change to better fit the needs of the City and its staff. In this way, the implementation of the General Plan is an ongoing endeavor. The City Council adopted the following Primary Goals for the Fiscal Year 2024-2025 Work Plan:

1. Enhance Public Outreach, Education and Transparency
2. Accommodate City Growth while Maintaining a Small Beachside Town Character
3. Take Steps to Address the Fiscal Sustainability of the City
4. Strengthen Community Institution Collaboration
5. Invest in High-Performance Team at City Hall

Each City department has Strategic Goals housed under these Primary Goals, many of which serve to implement the goals and policies of the General Plan. The following Work Plan Strategic Goals for FY 2024-2025 highlight the connection between the Work Plan and General Plan:

- Create a vibrant, inclusive community garden that fosters food security, promotes healthy living, and cultivates a strong sense of place for all community members (Parks, Recreation, and Community Services).

[5] Inclusionary housing in Carpinteria is a policy which requires a certain percentage of units in a for-sale development to be offered at a price affordable to households with above-moderate income— 121-200% of the area median income.

- Boost library utilization and program participation (Parks, Recreation, and Community Services).
- Engage in County land use decisions affecting Carpinteria Sphere of Influence (Community Development).
- Explore options for the development of affordable housing (Community Development).
- Integrate software tools to increase staff capability and productivity (Community Development).
- Implement improvements to the Business Licensing Process (Community Development).
- Increase community awareness of Rental Housing Mediation Program (RHMP) services (Community Development).
- Explore options for the continuation and expansion of the Safe Parking Program (Community Development).
- Update outdated City policies and provide staff with training on the new policies (Administrative Services).
- Increase and diversify maintenance operations capabilities (Public Works).

In addition to these Strategic Goals, the City Council and City staff have continued to participate in collaborative, cross-jurisdictional groups and organizations to increase quality of life for residents across southern Santa Barbara County. Such groups include the Santa Barbara Joint Affordable Housing Task Group, Santa Barbara County Association of Governments, Santa Barbara Metropolitan Transit District Board, League of California Cities, Central Coast Community Energy, and Beach Erosion Authority for Clean Oceans and Nourishment.

Conclusion

The General Plan Annual Progress Report illustrates activities undertaken by the City of Carpinteria over the last year that worked toward implementing the City's General Plan/Coastal Land Use Plan. The City has worked to progressively implement the policies outlined in each element of the City's guiding planning document, as outlined in the various sections of this Progress Report. The General Plan represents the community's collective vision for preserving and improving the quality of life in the Carpinteria Valley. Only minor revisions, aside from the Housing Element Update, have been implemented since the General Plan/Coastal Land Use Plan Update was adopted in 2003. The update process for the General Plan was initiated in 2015 and will continue over the next several years, notably including public review of the complete draft document and the bulk of the programmatic environmental review process in 2025.

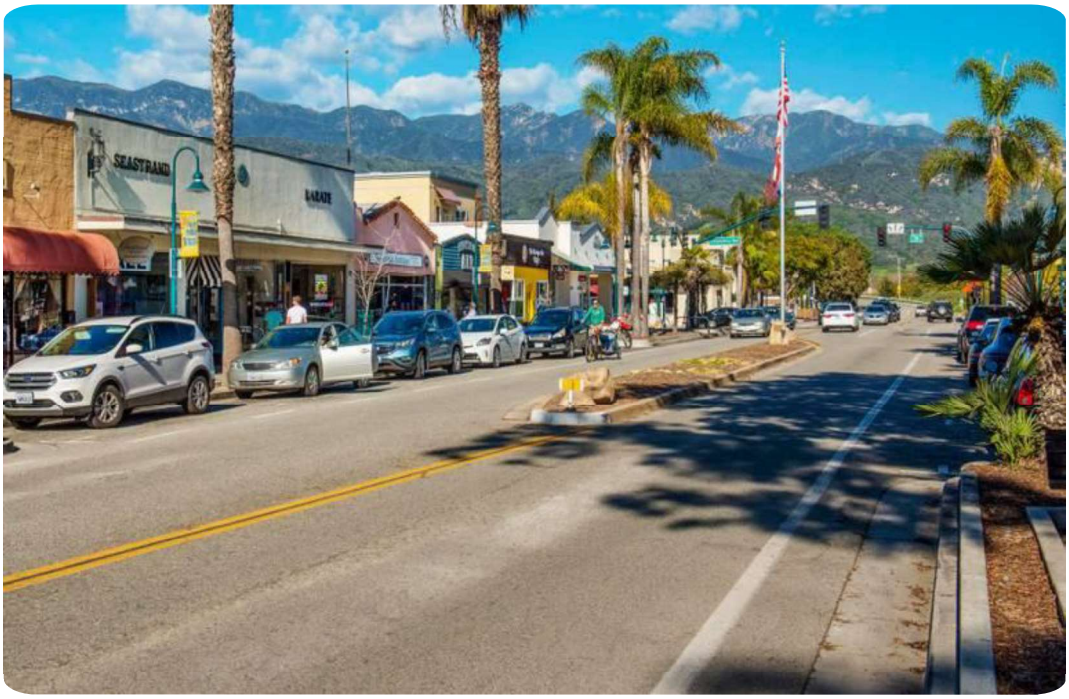
The City Council, with support from the City's commissions, board, and committees, spearhead the ideas, proposals and suggestions that further the City's goal to preserve important local resources, improve the local economy and quality of life for the

community. The City will continue to seek out new avenues and opportunities for public feedback to support the members of Carpinteria's community equitably and responsibly.

EXHIBIT 1

City of Carpinteria

2024
Housing Element Annual Progress Report



March 2025

Introduction

Pursuant to Government Code Section 65400, Community Development Department staff prepares an annual report to the City Council on the status of the General Plan and its Elements, and the progress being made in implementation of the General Plan's respective goals and programs. The Housing Element Annual Progress Report (Report) provides an opportunity to review activities and projects of the prior year in the areas of housing development and other programs that implement the City's Housing Element. The City's Housing Element identifies the community's housing needs, and describes how safe, affordable housing can be provided and maintained for City residents. Included in this Report are statistics demonstrating progress in meeting the City's Regional Housing Needs Assessment (RHNA) allocation.

The 2023-2031 Housing Element was finalized and re-adopted by Resolution No. 6288 by the City Council on January 22, 2024. The re-adopted Housing Element was submitted to the California Department of Housing and Community Development (HCD) for final certification on January 24, 2024. In a March 2024 letter, HCD acknowledged that the City's re-adopted Housing Element met all statutory requirements for approval, but they could not certify it at that time since the City had not completed its required rezones (Housing Element Program 1) by the statutory deadline of February 15, 2024. Throughout the rest of 2024, staff worked to implement Program 1, which required rezoning a minimum of 14.6 acres to allow for densities of 20-25 units/acre. The resulting Ordinances are described below under Program Category 1. Upon City Council adoption of the Ordinances in December 2024, staff submitted them to HCD in order to achieve certification of the Housing Element, which was ultimately granted by HCD on January 30, 2025.

2024 Housing Highlights

During 2024, the City received and deemed completed for processing 23 formal applications for a total of 181 new residential units in Carpinteria. These applications included a mix of housing types. One of the applications was for a mixed-use project consisting of commercial space and 159 apartment units. One application was for a lot split that included the conversion of a guest house to a single-family dwelling. Another application involved the demolition and reconstruction of a single-family residence. The remaining 20 applications were for Accessory Dwelling Units (ADUs) and Junior Accessory Dwelling Units (JADUs). The proposed projects, if permitted and constructed, would result in 181 new housing units in the City of Carpinteria.

Since the City's ADU and JADU Ordinance went into effect in 2023, ADUs and JADUs remain the primary source of new housing in the City. In 2024, 15 ADU Coastal Development Permit applications were received, 16 ADUs were approved (including four that were submitted in 2023), and 11 building permits for ADUs were issued. Fourteen ADUs were constructed and received their Certificates of Occupancy in 2024. Additionally, for JADUs, three building permit applications were received, five building permits (including two that were submitted in 2023) were issued, and four Certificates of Occupancy were issued in 2024.

A mixed-use project consisting of commercial space and 24 apartment units (21 market rate, 2 Low-income, and 1 Very-Low income) received its entitlements and building permits in 2024. One new single-family residence received entitlements, and two other new single-family residences received building permits in 2024. In summary, entitlements were approved for 48 new residential units, building permits were issued for 42 new residential units, and 18 new residential units were completed and received their Certificates of Occupancy in the City of Carpinteria during 2024.

City staff also met with prospective buyers or developers for some of the larger vacant or under-utilized properties in the City and received several Senate Bill 330 preliminary applications for possible future multi-family housing projects, which if followed up with formal application submittals in 2025, could offer up to several hundred additional residential units in the years ahead.

The City continues to provide various forms of assistance to increase housing opportunities in Carpinteria, in accordance with the various Programs of the 2023-2031 Housing Element. Staff made progress on updating the City's ADU and Density Bonus regulations to align with current State law (Programs 2 and 7, respectively); City staff also began drafting various zoning code updates to address Program 11, supportive housing (including low-barrier navigation centers, single-room occupancy housing, and residential care facilities).

In 2024, staff continued to implement the Workforce Housing Down Payment Loan Program. The program was first funded by a 2011 Development Agreement that allowed the conversion of five above-moderate affordable residential units at Lavender Court into a payment of $571,000 to the City's Affordable Housing Trust Fund. Like an in-lieu fee, the funds have since been used to provide down payment loans for families purchasing homes in the City of Carpinteria. During 2024, two new loans were funded through this Program, utilizing the remaining balance of the Affordable Housing Trust Fund. Upon repayment of existing loans, staff will continue to work with the Housing Trust Fund of Santa Barbara County to find interested buyers looking to use the deferred repayment loans to buy homes in Carpinteria.

The City also continues to participate in Santa Barbara County's Home for Good program with the regional Creative Housing Solutions Subcommittee, a working group composed of representatives from the County Housing Authority, People's Self-Help Housing Corporation, Home for Good, United Way, and City staff, along with the local community, to identify and pursue innovative housing opportunities. In partnership with New Beginnings, the City operated its first "safe parking" pilot program to provide safe overnight shelter and rapid rehousing programs for families and individuals living in their vehicles. The program accommodated six vehicles at a time in 2024, and as of the end of 2024, discussions were underway between City and New Beginnings staff to both extend the program beyond the end of the pilot term and to expand the program capacity from six to 12 vehicles.

In May 2023, the City initiated an "anti-displacement" legislative package, which includes a series of proposed Municipal Code amendments intended to protect existing rental housing stock, encourage production of additional rental housing, and protect rental

housing affordability. In September 2023, the City Council adopted an urgency "renoviction" ordinance (Ordinance No. 770). Subsequently, in February 2024, the City adopted a Renter Relocation Assistance Payment amount in event of a no-fault just-cause eviction, equal to two month's rent or $6,500, whichever is greater (Resolution No. 6290). The goal of this relocation assistance payment is to reduce the tenant's likelihood of homelessness after a no-fault eviction, considering the costs of moving and the potential increased rental rate for a new unit.

Housing Element Review

The Housing Element describes the City's goals and objectives for addressing the community's housing needs during the 2023-2031 planning period, organized into 18 programs with five program categories. Section 2 of the Housing Element is organized by the five primary program categories which are to be implemented. The remainder of this report explains the housing programs and goals, and the progress the City made to implement them throughout 2024.

Program Category 1: Make sites available to accommodate the RHNA.

Housing Needs Summary

The Santa Barbara County Association of Governments (SBCAG) allocated a housing need to the City of 901 housing units for the 2023-2031 Regional Housing Needs Allocation period. The 2023-2031 Housing Element Table II-1 below shows the City's share of the regional housing need across five income categories.

Table II-1
Land Inventory Summary

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

Source: City of Carpinteria, 2023

Program Category 1: Make sites available to accommodate the RHNA.

Goals

- Maintain an adequate supply of appropriately zoned land and take all necessary actions to support the production of at least 901 housing units in the City to accommodate the RHNA allocation for the 2023-2031 period.

- Maintain a jobs-housing balance or ratio within the 0.75 to 1.25 range suggested by the Santa Barbara County Association of Governments.

Policies

- Adequate Sites: Provide and maintain sufficient sites in the General Plan and Zoning Code and associated Land Use and Zoning Maps to accommodate the housing needs allocated to the City in the Regional Housing Needs Allocation (RHNA) Plan.
- Housing Types: In the General Plan and implementing ordinances, provide for a mix of housing types consistent with the City's needs, including single-family detached and multi-family housing.
- Accessory Dwelling Units: Promote the development of ADUs consistent with State law and City regulations.
- Public Services and Facilities: Ensure that public services and facilities have the capacity to support the need for the new residential development allocated to the City by the RHNA Plan.

Result

Much of City staff's time spent on the Housing Element in 2024 was focused on completing the implementation of Program 1 - Adequate Sites to Accommodate Regional Housing Needs. Throughout 2024, staff worked to develop four ordinances that, collectively, would implement Program 1 and allow the City to obtain HCD certification. The ordinances result in the following changes to the City's zoning regulations:

- Create a new zone district, Residential/Mixed Use (RMU) that allows for residential-only or mixed-use commercial/residential multifamily developments with a minimum density of 20 dwelling units/acre (du/ac) and up to a maximum density of 25 du/ac (Ordinance No. 788);
- Create Objective Design Standards that would apply to new developments in the RMU zone, as well as other projects required to be processed ministerially per State housing law (Ordinance No. 789); and
- Rezone 19.83 acres of land in the City to RMU to provide adequate sites to accommodate the RHNA allocation (Ordinance Nos. 790 and 791).

These ordinances were approved and adopted by the City Council on second reading on December 9, 2024,[1] and staff submitted all supporting materials to HCD on December 12, 2024 and to the California Coastal Commission (CCC) on December 19, 2024.

On January 30, 2025, HCD notified the City that following the adoption of Ordinance Nos. 788-791, the City is now in substantial compliance with State housing element law and has a "certified" housing element. The letter is available to view at https://carpinteriaca.gov/city-hall/community-development/planning/housing-element-update/.

[1] Staff report, copies of the ordinances, and supporting materials from December 9, 2024 are available here: https://carpinteria.granicus.com/GeneratedAgendaViewer.php?view_id=2&clip_id=1550 (on consent)

The ordinances will go into effect upon certification by the CCC, which has tentatively scheduled the Local Coastal Program amendment (LCPA) for a hearing in March of 2025. Candidate sites that were not selected for rezoning as part of Ordinance Nos. 790 and 791 will be evaluated in the environmental review process for the City's General Plan/Coastal Land Use Plan Update, beginning in 2025. The City Council directed City staff to agendize two candidate sites (Sites 5 and 21) not selected for rezoning for further consideration in early 2025.

Accessory Dwelling Units (ADUs) and JADUs remain the primary source of new housing construction in the City since Ordinance No. 758 went into effect in 2023. In 2024, 15 ADU Coastal Development Permit applications were received, 16 ADUs were approved (including four that were submitted in 2023), and 11 building permits for ADUs were issued. Fourteen ADUs completed construction and received their Certificates of Occupancy in 2024. Additionally, for JADUs, three building permit applications were received, five building permits (including two that were submitted in 2023) were issued, and four Certificates of Occupancy were issued in 2024.

In 2023, the City made available to the public, at no cost, two pre-designed ADU prototype plan sets to help reduce the costs involved in designing and permitting an ADU. To construct an ADU using the prototype plans, an applicant still must obtain a CDP and building permit, but the process is considerably streamlined. To date, three homeowners have utilized these prototype ADU plan sets. Pursuant to AB 1332 (2023), in late 2024, Carpinteria began allowing members of the public to submit additional ADU plan sets for pre-approval.[2]

The City's proposed Ordinance No. 785, updating the City's ADU regulations to align with the most recent amendments to State ADU law, was approved on first reading by City Council in July 2024, and submitted to the CCC as a LCPA in August 2024. Processing of the LCPA has been delayed while City staff work with HCD and CCC staff to resolve identified inconsistencies and/or policy conflicts between ADU law and Coastal Act policies. Staff have revised the ordinance in an effort to resolve these conflicts and plans to return to the City's Planning Commission with an updated proposed ordinance in Q2, 2025.

In 2024, 18 new residential units received their Certificates of Occupancy, as summarized in Table I below. Forty-two building permits were issued in 2024 for new residential units. These building permits are summarized in Table II below. These tables do not include the previously discussed 181 new residential units that were deemed complete and accepted for processing in 2024.

[2] The City's Preapproved ADUs Program is available to view here: https://carpinteriaca.gov/city-hall/community-development/planning/accessory-dwelling-unit-program/preapproved-adus/

Table I: New Residential Units Completed in 2024
(Issued Certificate of Occupancy)

Project Name	Address	Units	Income Category
Pagano ADU	1286 Casitas Pass Road	1	Above Moderate
Franken ADU	4745 Dorrance Way	1	Very Low
Pini ADU	990 Concha Loma	1	Low
Short ADU	1126 Vallecito Road	1	Above Moderate
Goytia JADU	1485 Manzanita Street	1	Above Moderate
Lemere ADU	1359 La Mesa Plaza	1	Low
Jacobs JADU	5031 Foothill Road	1	Above Moderate
Karimy ADU	5491 El Carro Lane	1	Extremely Low
Mathers ADU	5453 Willow Place	1	Low
Rizo JADU	4620 Ninth Street	1	Above Moderate
Jacquet ADU	4917 Sawyer Avenue	1	Low
Carter ADU	842 Walnut Avenue	1	Low
Pinkernell ADU	5558 Calle Ocho	1	Above Moderate
Norton ADU	5294 El Carro Lane	1	Above Moderate
Wheatley ADU	1150 Vallecito Road	1	Above Moderate
Andersson JADU	4462 Via Real	1	Above Moderate
Heimberg ADU	4854 Eighth Street	1	Above Moderate
Zeoli ADU	5159 Ogan Road	1	Above Moderate
Total Residential Units Completed in 2024: 18			

Table II: New Residential Units Building Permits Issued in 2024
(Units may or may not have been completed in 2024)

Project Name	Address	Number of Units	Income Category
Franken ADU	4745 Dorrance Way	1	Very Low

Project Name	Address	Number of Units	Income Category
Karimy ADU	5491 El Carro Lane	1	Extremely Low
Heimberg ADU	4854 Eighth Street	1	Above Moderate
Andersson JADU	4462 Via Real	1	Above Moderate
Miller ADU	5307 Willow Place	1	Above Moderate
Carter ADU	842 Walnut Avenue	1	Low
Mathers ADU	5453 Willow Place	1	Low
Rizo JADU	4620 Ninth Street	1	Above Moderate
Stout JADU	5556 Calle Arena	1	Above Moderate
Wheatley ADU	1150 Vallecito Road	1	Above Moderate
Zeoli ADU	5159 Ogan Road	1	Above Moderate
Friedman ADU	5291 Cambridge Lane	1	Above Moderate
Hardy ADU	5378 Dariesa Street	1	Above Moderate
Velasquez JADU	1319 Delta Avenue	1	Above Moderate
Scerni New SFD	4610 Fourth Street	1	Above Moderate
Rosales ADU	4585 El Carro Lane	1	Very Low
Klentner Mixed Use	4745 Carpinteria Avenue	1 2 21	Very Low Low Above Moderate
Tokar JADU	5630 Fiesta Drive	1	Above Moderate
Howard New SFD	4818 Dorrance Way	1	Above Moderate
Total Residential Units Permitted in 2024: 42			

The City's annual RHNA progress for the 2023-2031 cycle is summarized in Table III, below. For RHNA purposes, units are counted when the building permits are issued. Although the City has granted building permits for 53 units in this RHNA cycle, all but eight of those units fall within the above-moderate income category. Of the new units approved in 2024, 34 units are in the Above Moderate-income category, four units are in the Low-income category, and four units are in the Very Low-income category. In order to fully meet its RHNA allocation, the City would need to permit an additional 553 new units in the Very Low-, Low-, and Moderate-income allocation categories during this planning cycle. For comparison of units approved (via building permits) versus actual units constructed, see Table IV below which summarizes the number of Certificates of Occupancy issued for each year of the current RHNA cycle.

Table III: Regional Housing Needs Allocation (RHNA) Progress (Based on Building Permit Issuance Date)

Income Group	2023-2031 RHNA	Units Added 6/30/22-2/14/23	Units Added 2023	Units Added 2024	Units Added 2025	Units Added 2026	Units Added 2027	Units Added 2028	Units Added 2029	Units Added 2030	Units Added 2031	Total Units Approved
Very Low	**286**	0	0	4	-	-	-	-	-	-	-	4
Low	**132**	0	0	4	-	-	-	-	-	-	-	4
Moderate	**135**	0	0	0	-	-	-	-	-	-	-	0
Above Moderate	**348**	1	10	34	-	-	-	-	-	-	-	45
TOTAL	**901**	**1**	**10**	**42**	-	-	-	-	-	-	-	**53**

Table IV: Constructed Units (Based on Certificate of Occupancy Issuance Date)

Year	Units Completed (Certificate of Occupancy)
2023	1
2024	18
2025	-
2026	-
2027	-
2028	-
2029	-
2030	-
2031	-
TOTAL	**19**

<u>Program Category 2</u>: Assist in the development of adequate housing to meet the needs of extremely-low, very-low-, low-, and moderate-income households.

Goals

- Attain a housing supply that meets a variety of housing needs.
- Attain a housing supply that meets the needs of extremely-low-, very-low-, low- and moderate-income households.
- Attain a housing supply that meets the needs of special population groups.

Policies

- *Infill Development*: Promote infill housing development through land use policies and by deferring or reducing development impact fees where the City wants to encourage affordable infill development.
- *Suitable Housing Unit Sizes*: Provide for a range in the number of bedrooms in assisted housing developments so as to help meet the needs of various household types and special needs populations.
- *Downtown Mixed Use*: Encourage studio and one-bedroom units above commercial uses in the downtown district to reduce parking needs and facilitate affordability.
- *Rental Assistance*: Continue participation in the County of Santa Barbara Housing Authority's Section 8 program as the primary means to address the City's rental assistance needs. Allocate HOME funds and in-lieu fees to state and federally assisted housing that provides rent restricted units in existing and/or new residential developments.
- *Acquisition and Rehabilitation of Rental Housing*: Work with non-profit sponsors to acquire and rehabilitate rental housing units in order to maintain long-term affordability of the units. This will include, but not be limited, to: (a) technical support needed to obtain funding commitments from county, state and/or federal programs; (b) assistance in permit processing; (c) possible deferral, reduction or waiver of City fees; and (d) contribution of City housing funds, if available.
- *Critical Workforce Housing*: Implement "set-aside" policies for critical workforce occupations. New housing developed through the Inclusionary Housing Ordinance, current and future Development Agreements, and other appropriate Housing Element programs should set aside a percentage of the units for households employed in critical workforce occupations. Examples of critical workforce occupations are law enforcement, firefighters, nurses, teachers, and local government.
- *Farm Employee and Supportive Housing*: Allocate in-lieu fees for predevelopment activities, including state and/or federal funding applications, to support the sponsors of farm employee housing and supportive housing for special needs populations.
- *Shelter for the Homeless*: Support countywide programs to provide for a continuum of care for the homeless including emergency shelters, transitional housing, supportive housing and permanent housing. Allocate Community Development Block Grant (CDBG) funds to agencies assisting homeless persons and families to meet shelter and non-shelter needs.

Result

The City continues to prioritize efforts to protect existing rental housing stock and facilitate production of new rental housing stock, with an emphasis on affordable and workforce housing opportunities.

As part of Program Category 2 efforts, the City has continued to support and help connect qualifying households with rental assistance through the Section 8 voucher program. In 2024, 196 households in Carpinteria received rental assistance via Section 8 vouchers. This is an increase from the 163 households that received rental assistance through Section 8 vouchers in 2023. The reason(s) for the increase, however, are unknown at this time.

The Ordinances approved as part of Program 1 (noted above) included policies regarding infill development, suitable housing unit sizes, and encouraging downtown mixed-use developments. The majority of the sites rezoned to accommodate the RHNA are located near Carpinteria's downtown core, and allow for mixed-use or residential only development. Ordinance No. 788, establishing the Residential/Mixed Use zone district specifies that for developments fronting Linden or Carpinteria Avenues within the Downtown "T," 50% of residential units must be 1-bedroom or studio units, providing needed workforce housing.

2024 also saw progress toward updating the City's density bonus regulations to align with recent changes to State law. Staff brought a proposed density bonus ordinance to the Planning Commission in June 2024, where the Commission recommended it for City Council approval. Staff also worked with Coastal Commission staff to ensure the proposed ordinance amendments appropriately harmonize the application of density bonus law with Coastal Act policies. Ultimately, work on the draft ordinance was paused as staff tracked potential changes to State density bonus law in the 2024 State legislative session (which did not ultimately pass). Staff has resumed work on the ordinance in 2025.

To assist the local homeless population, the City participates in the Santa Barbara Continuum of Care, a collection of service providers, public sector employees, and community members working together to address homelessness. Each week, the City helps host a free lunch program, where service providers help people in need connect with a wide range of services. Typically, organizations like Good Samaritan, New Beginnings, Behavioral Wellness, and AmeriCorps attend weekly.

In 2024, in partnership with New Beginnings, the City operated its first Safe Parking Pilot Program, which provides safe overnight shelter and rapid rehousing programs for families and individuals living in their vehicles. The pilot program accommodated 6 vehicles at a time, with spots opening up as residents found permanent housing. As of November 2024, the program had served a total of 14 vehicles occupied by 20 individuals. Six of those individuals successfully transitioned into housing. In December 2024, City staff, in coordination with New Beginnings staff, initiated discussions about the extension of the safe parking program beyond the pilot's planned expiration in July 2025, and also discussed the possible expansion of the program from six vehicles to 12.

<u>Program Category 3</u>: Address and, where appropriate and legally possible, remove governmental constraints to the maintenance, improvement, and development of housing.

Goals

- Address, and to the extent legally possible, mitigate and/or remove governmental constraints to the maintenance, preservation, improvement and development of housing.
- Implement land use regulations that facilitate meeting affordable housing needs.

Policies

- *Expedite Affordable Housing Development Review*: Affordable housing developments shall receive the highest priority and efforts by staff, the Planning Commission, and City Council to: (a) provide technical assistance to affordable housing developers, including community involvement; (b) take into account project funding and timing needs in the processing and review of the applications; and (c) provide the fastest turnaround possible in determining application completeness.
- *Fee Mitigation*: Permit on a case-by-case basis fee reductions and waivers to help owner-builder projects, projects with minimum public service impacts, retrofitting projects, and affordable housing developments.

Result

The City has implemented a 50% Development Impact Fee (DIF) reduction for 100% affordable housing developments to assist in removing governmental constraints to the development of affordable housing. Additionally, no DIFs are charged for ADUs that are less than 750 square feet, and DIFs are reduced by approximately 66% for ADUs that are 750 square feet or larger.

In 2021, the City received a Regional Early Action Planning ("REAP") grant allocation to fund updates to the City's ADU regulations and the development of ADU prototype plan sets, as described in Program Category 1 above. Overlapping with goals from Program Category 1, the City continued to promote its ADU prototype plans program, consisting of two pre-designed ADU plan sets made available to the public for free. Use of the pre-designed plans allows for substantially reduced design and plan check/permit costs, and streamlined plan review. Two ADUs utilizing prototype plans received Certificates of Occupancy in 2024, and another application utilizing the prototype plans was issued a building permit in 2024.

Pursuant to the requirements of Program 1, projects in the new Residential/Mixed Use zone district that provide a minimum of 20% lower-income units will receive ministerial review.[3] The inclusion of Objective Design Standards as part of Program 1 implementation will further help streamline the design and review process for applicable housing projects.[4] Throughout 2024, staff worked with stakeholders, including interested property owners and developers, to discuss streamlined development review processes and incentives available to housing projects providing affordable units.

<u>Program Category 4</u>: Conserve and improve the condition of the existing stock of affordable housing.

Goals

- Conserve existing housing important to the community such as rental apartments, mobile home parks, and other affordable housing units.
- Maintain the affordability of existing and future affordable housing developments.

[3] Ordinance No. 788, Section 14.19.040(A)(1) and (2).
[4] Ordinance No. 789, Section 14.51.020.

- Attain a housing supply free from substandard and deteriorated housing conditions.

Policies

- *Section 8 Housing*: Maintain the numbers of extremely-low-, very-low- and low-income households that are assisted by the Section 8 rental assistance program.
- *Apartment Conservation*: Conserve apartment rental housing through Carpinteria Municipal Code Chapter 14.74 which prohibits the conversion to condominium ownership unless the apartment rental vacancy rate is more than 5%.
- *Apartment Conservation:* Conserve apartment rental housing by prohibiting the conversion to tenancy in common ownership through Ordinance No. 742.
- *Mobile Homes, Mobile Home Parks, and Manufactured Housing*: Conserve mobile homes, mobile home parks, and manufactured housing as an essential part of Carpinteria's housing supply through the City's Mobile Home Park Closure Ordinance.
- *Mobile Home Rents*: Continue the Mobile Home Park Rental Stabilization and Mobile Home Park Rent Stabilization Disclosure ordinances.
- *Long-Term Housing Affordability*: Enforce resale controls and income restrictions to ensure that affordable housing provided through the Inclusionary Housing Program remains affordable over time to the income group for which it is intended.
- *Maintenance and Repair*: Promote the maintenance and repair of owner-occupied and rental housing to prevent deterioration within the City.
- *Housing Rehabilitation*: Facilitate the rehabilitation of substandard and deteriorated housing where feasible.
- *Housing Replacement*: Where possible, promote the removal and replacement of those substandard units that cannot be rehabilitated.
- *CDBG Rehabilitation*: Facilitate the allocation of CDBG funds to multi-family rehabilitation programs, and retrofitting of existing housing.
- *Acquisition and Rehabilitation of Rental Housing*: Work with non-profit sponsors to acquire and rehabilitate rental housing units in order to maintain long-term affordability of the units. This will include, but not be limited to: (a) technical support needed to obtain funding commitments from County, State and/or Federal programs; (b) assistance in permit processing; (c) possible deferral, reduction or waiver of City fees; and (d) contribution of City housing funds, if available.

Result

Seven mobile home parks provide affordable-by-design housing in the City with a total of 860 mobile home park spaces. The City's Mobile Home Rent Stabilization regulations aim to protect the value of mobile homes for tenants of rental parks, and control space rents to

protect affordability. The City also allows manufactured homes to be constructed in all residential zones which may reduce construction costs.

The City conducts annual compliance monitoring of all affordable deed-restricted inclusionary units to ensure said units remain occupied in a manner that is consistent with the terms of their respective affordability covenants. The monitoring program, for which the City contracts with the City of Santa Barbara to complete, found that all inclusionary units were in compliance for the last reporting period of November 2023 to October 2024.

The City continues to protect against the conversion of existing rental housing stock to condominiums or other types of owner-occupied housing through ongoing enforcement of the City's Ordinance No. 742, which restricts ownership conversion affecting apartments—conversions may not occur unless the rental vacancy rate within the City exceeds five percent.

In May 2023, the City initiated an "anti-displacement" legislative package, which includes a series of proposed Municipal Code amendments intended to protect existing rental housing stock and protect rental housing affordability. Following the adoption of Urgency Ordinance No. 770, which established "just cause" tenant eviction protections, in February 2024, the City Council approved a Renter Relocation Assistance payment set at two month's rent at the time of eviction or $6,500, whichever is greater.[5] The payment aims to protect tenants experiencing a no-fault just-cause eviction from falling into homelessness, considering the costs of locating to a new unit, moving, new security deposit, and potentially increased rent. Additional efforts related to the "anti-displacement" package will continue in the coming years.

Program Category 5: Affirmatively Furthering Fair Housing.

Goals

- Attain a housing market with "fair housing choice," meaning the ability of persons of similar income levels regardless of race, color, religion, sex, national origin, disability, and familial status to have available to them the same housing choices.
- Promote inclusive communities, further housing choice, and address racial and economic disparities through government programs, policies, and operations.

Policies

- *Promote Fair Housing*: Promote fair housing opportunities through the City's participation in the County's Community Development Block Grant (CDBG) Program.
- *Information and Referral*: Promote fair housing through the provision of information and referral services to residents who need help on fair housing issues. This includes referring local residents who want to file a housing

[5] Documents and information related to the Renter Relocation Assistance can be found here: https://carpinteriaca.gov/city-hall/community-development/housing/

discrimination complaint to the appropriate local, county, state or federal agency, depending on the nature of the complaint.

- *Fair Housing Information*: Implement activities to broaden resident knowledge of fair housing law.
- *Affirmatively further fair housing in compliance with state law.*

Result

The City continues to contract with the City of Santa Barbara Rental Housing Mediation Program (RHMP). The RHMP provides dispute resolution resulting from landlord, tenant, and roommate issues which arise in rental housing situations. The primary goal of the program is to provide an alternative to the formal judicial system and provide legal advice and mediation when disputes arise. The program provides free legal assistance for residents living at or below the poverty line, while also providing general social service guidance for those with disabilities, seniors, and victims of domestic violence. The program shows success in preventing litigation through mediation and conflict resolution. In 2024, the RHMP provided service to 76 Carpinteria tenants and landlords regarding issues related to rental housing and to educate local residents about the services provided by RHMP and other typical concerns related to rental housing. Throughout 2024, the City was able to refer both tenants and landlords to the RHMP for questions and disputes regarding the City's adopted "just cause" tenant eviction protections and Renter Relocation Assistance payments (see Program Category 4 discussion, above).

The City continues to look for opportunities to further expand home production in all levels of affordability. The City remains an active partner in the Cities-County Joint Affordable Housing Task Group, a county-wide group of elected officials, agency staff, affordable housing developers, and community members working together to share information and resources related to affordable housing production countywide.

Conclusion

The Housing Element Annual Progress Report illustrates activities undertaken by the City of Carpinteria in 2024 that seek to improve the quality and quantity of market rate and affordable housing in Carpinteria. Given the efficacy of Carpinteria's program, many of the affordable housing strategies from the 2015-2023 Housing Element were continued into the 2023-2031 Housing Element with modifications made as necessary to meet new State laws and the City's regional housing needs. This is the second annual progress report for the 2023-2031 Housing Element period and the sixth RHNA cycle.

Exhibit 1 Housing Element Annual Progress Report Form 2024

Exhibit 1

Housing Element Annual Progress Report Form 2024

City Council Hearing, March 10, 2025

Please Start Here

General Information	
Jurisidiction Name	Carpinteria
Reporting Calendar Year	2024
Contact Information	
First Name	Syndi
Last Name	Souter
Title	Senior Planner
Email	syndis@carpinteriaca.gov
Phone	8057554405
Mailing Address	
Street Address	5775 Carpinteria Avenue
City	Carpinteria
Zipcode	93013

Optional: Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated. If a project is no longer has any reportable activity, you may delete the project by selecting a cell in the row and typing ctrl + d.

Click here to download APR Instructions

Click here to add rows to a table. If you add too many rows, you may select a cell in the row you wish to remove and type ctrl + d.

v_01_23_25

Optional: This runs a macro which checks to ensure all required fields are filled out. The macro will create two files saved in the same directory this APR file is saved in. One file will be a copy of the APR with highlighted cells which require information. The other file will be list of the problematic cells, along with a description of the nature of the error.

Optional: Save before running. This copies data on Table A2, and creates another workbook with the table split across 4 tabs, each of which can fit onto a single page for easier printing. Running this macro will remove the comments on the column headers, which contain the instructions. Do not save the APR file after running in order to preserve comments once it is

Optional: This macro identifies dates entered that occurred outside of the reporting year. RHNA credit is only given for building permits issued during the reporting year.

Link to the online system: https://hcd.my.site.com/hcdconnect

Toggles formatting that turns cells green/yellow/red based on data validation rules.

Submittal Instructions

Please save your file as Jurisdictionname2024 (no spaces). Example: the city of San Luis Obispo would save their file as SanLuisObispo2024

Housing Element Annual Progress Reports (APRs) forms and tables must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1 of each year for the prior calendar year; submit separate reports directly to both HCD and OPR pursuant to Government Code section 65400. There are two options for submitting APRs:

1. **Online Annual Progress Reporting System - Please see the link to the online system to the left.** This allows you to upload the completed APR form into directly into HCD's database limiting the risk of errors. If you would like to use the online system, email APR@hcd.ca.gov and HCD will send you the login information for your jurisdiction. *Please note: Using the online system only provides the information to HCD. The APR must still be submitted to OPR. Their email address is opr.apr@opr.ca.gov.*

2. **Email -** If you prefer to submit via email, you can complete the excel Annual Progress Report forms and submit to HCD at APR@hcd.ca.gov and to OPR at opr.apr@opr.ca.gov. Please send the Excel workbook, not a scanned or PDF copy of the tables.

Jurisdiction	Carpinteria	
Reporting Year	2024	(Jan. 1 - Dec. 31)
Housing Element Planning Period	6th Cycle	02/15/2023 - 02/15/2031

Building Permits Issued by Affordability Summary		
Income Level		**Current Year**
Very Low	Deed Restricted	1
	Non-Deed Restricted	3
Low	Deed Restricted	2
	Non-Deed Restricted	2
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		34
Total Units		**42**

Note: Units serving extremely low-income households are included in the very low-income

Units by Structure Type	**Entitled**	**Permitted**	**Completed**
Single-family Attached	0	0	0
Single-family Detached	3	2	0
2 to 4 units per structure	0	0	0
5+ units per structure	24	24	0
Accessory Dwelling Unit	21	16	18
Mobile/Manufactured Home	0	0	0
Total	**48**	**42**	**18**

Infill Housing Developments and Infill Units Permitted	**# of Projects**	**Units**
Indicated as Infill	19	42
Not Indicated as Infill	0	0

Housing Applications Summary	
Total Housing Applications Submitted:	23
Number of Proposed Units in All Applications Received:	181
Total Housing Units Approved:	22
Total Housing Units Disapproved:	0

Use of SB 423 Streamlining Provisions - Applications

Number of SB 423 Streamlining Applications	0
Number of SB 423 Streamlining Applications Approved	0

Units Constructed - SB 423 Streamlining Permits			
Income	**Rental**	**Ownership**	**Total**
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	**0**	**0**	**0**

Streamlining Provisions Used - Permitted Units	**# of Projects**	**Units**
SB 9 (2021) - Duplex in SF Zone	0	0
SB 9 (2021) - Residential Lot Split	0	0
AB 2011 (2022)	0	0
SB 6 (2022)	0	0
SB 423 (2023)	0	0

Ministerial and Discretionary Applications	**# of**	**Units**
Ministerial	20	20
Discretionary	3	161

Density Bonus Applications and Units Permitted	
Number of Applications Submitted Requesting a Density Bonus	0
Number of Units in Applications Submitted Requesting a Density Bonus	0
Number of Projects Permitted with a Density Bonus	1
Number of Units in Projects Permitted with a Density Bonus	24

Housing Element Programs Implemented and Sites Rezoned	**Count**
Programs Implemented	18
Sites Rezoned to Accommodate the RHNA	8

Jurisdiction	Carpinteria	
Reporting Year	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	02/15/2023 - 02/15/2031

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table A
Housing Development Applications Submitted

Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes								Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Density Bo Applica
1					2	3	4	5							6	7	8	9	10
Prior APN+	**Current APN**	**Street Address**	**Project Name+**	**Local Jurisdiction Tracking ID**	**Unit Category** (SFA,SFD,2 to 4,5+,ADU,MH)	**Tenure** R=Renter O=Owner	**Date Application Submitted (see instructions)**	**Very Low-Income Deed Restricted**	**Very Low-Income Non Deed Restricted**	**Low-Income Deed Restricted**	**Low-Income Non Deed Restricted**	**Moderate-Income Deed Restricted**	**Moderate-Income Non Deed Restricted**	**Above Moderate-Income**	**Total PROPOSED Units by Project**	**Total APPROVED Units by project**	**Total DISAPPROVED Units by Project**	**Please select state streamlining provision/s the application was submitted pursuant to.**	**Did the housing development application seek incentives or concessions pursuant to Government Code section 65915?**
Summary Row: Start Data Entry Below								0	2	0	4	0	0	175	181	22	0		
	001-190-097	6380 Via Real	Lagunitas Mixed-Use	23-2243-DP/CUP/TPM/CDP	5+	R	2/8/2024							159	159			NONE	No
	003-161-021	5159 Ogan Road	Zeoli ADU	23-2268-CDP/ADU	ADU	R	1/5/2024							1	1	1	0	NONE	No
	003-436-003	4745 Dorrance Way	Franken ADU	23-2270-CDP/ADU	ADU	R	1/24/2024		1						1	1	0	NONE	No
	003-312-025	4954 Fifth Street	Hernandez ADU	24-2273-CDP/ADU	ADU	R	3/21/2024							1	1	1	0	NONE	No
	004-009-009	4585 El Carro Lane	Rosales ADU	24-2275-CDP/ADU	ADU	R	4/26/2024		1						1	1	0	NONE	No
	001-292-004	5378 Dariesa Street	Hardy ADU	24-2277-CDP/ADU	ADU	R	3/7/2024							1	1	1	0	NONE	No
	003-212-029	4253 Carpinteria Avenue	Saticoy ADU #1	24-2278-CDP/ADU	ADU	R	3/6/2024				1				1	1	0	NONE	No
	003-600-036	4715 Aragon Drive	Rolph ADU	24-2282-CDP/ADU	ADU	R	4/26/2024							1	1	1	0	NONE	No
	004-007-055	5291 Cambridge Lane	Friedman ADU	24-2284-CDP/ADU	ADU	O	3/28/2024							1	1	1	0	NONE	No

Jurisdiction	Calipatria
Reporting Year	2024 (Jan. 1 - Dec. 31)
Planning Period	6th Cycle (10/15/2021 - 10/15/2029)

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain autocalculation formulas

Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier					Unit Types		Affordability by Household Incomes - Completed Entitlement								Affordability by Household Incomes - Building Permits								Affordability by Household Incomes - Certificates of Occupancy										Streamlining	Infill	Housing with Financial Assistance and/or Deed Restrictions			Housing without Financial Assistance or Deed Restrictions	Term of Affordability or Deed Restriction	Demolished/Destroyed Units			Density Bonus					Notes
1					2	3	4							5	6	7							8	9	10							11	12	13	14	15	16		17	18	19			20			21	22	23	24	25
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2-4,5+,ADU,MH)	Tenure R=Renter O=Owner	Very Low-Income Deed Restricted	Very Low-Income Non-Deed Restricted	Low-Income Deed Restricted	Low-Income Non-Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non-Deed Restricted	Above Moderate-Income	Entitlement Date Approved	# of Units issued Entitlements	Very Low-Income Deed Restricted	Very Low-Income Non-Deed Restricted	Low-Income Deed Restricted	Low-Income Non-Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non-Deed Restricted	Above Moderate-Income	Building Permits Date Issued	# of Units issued Building Permits	Very Low-Income Deed Restricted	Very Low-Income Non-Deed Restricted	Low-Income Deed Restricted	Low-Income Non-Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non-Deed Restricted	Above Moderate-Income	Certificates of Occupancy or other forms of readiness (see instructions) Date Issued	# of Units issued Certificates of Occupancy or Other forms of readiness	How many of the units were Low Income?	Please select the state streamlining program that was APPROVED pursuant to: (may select multiple)	Infill Units? Y/N*	Assistance Programs for Each Development (may select multiple - see instructions)	Deed Restriction Type (may select multiple - see instructions)	For units affordable without financial assistance or deed restrictions, explain how the locality determined the units were affordable (see instructions)	Term of Affordability or Deed Restriction (years) (If affordable in perpetuity enter 10007)	Number of Demolished/Destroyed Units	Demolished or Destroyed Units	Demolished/ Destroyed Units Owner or Renter	Total Density Bonus Applied to the Project (Percentage Increase in Total Allowable Units or Total Maximum Allowable Residential Gross Floor Area)	Number of Other Incentives, Concessions, Waivers, or Other Modifications Given to the Project (Excluding Parking Waivers or Parking Reductions)	List the incentives, concessions, waivers, and modifications (Excluding Parking Waivers or Parking Modifications)	Did the project receive a reduction or waiver of any parking standards? (Y/N)	Notes*
Numeric Row: Must Data Entry Below																																															
	008-440-013	120 N Robinson Avenue	Howard New	2019GP	SFD	O							1									1		12/19/2024	1								1		NONE	Y													
	001-291-001	1599 Cahuilla Pass	Pegasus ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	001-291-002	Road	Pegasus ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-003	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-011	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-013	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-017	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-021	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-023	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-025	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-027	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-029	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-031	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-033	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-035	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-037	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-039	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-041	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-043	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-045	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-047	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-049	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-051	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-053	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-055	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-057	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-059	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-061	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-063	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-065	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-067	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-069	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-071	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-073	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-075	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-077	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-079	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-081	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-083	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-085	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-087	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-089	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-091	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-093	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-095	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-097	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-099	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-101	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-103	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-105	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-107	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-109	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-111	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-113	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-115	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-117	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-119	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-121	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-123	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-125	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-127	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-129	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-131	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-133	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-135	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-137	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-139	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-141	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-143	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-145	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-147	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-149	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-151	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-153	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-155	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-157	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-159	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-161	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-163	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-165	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-167	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-169	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-171	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-173	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-175	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-177	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-179	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-181	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-183	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-185	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-187	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-189	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-191	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-193	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-195	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-197	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-199	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-201	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-203	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-205	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-207	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-209	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-211	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-213	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-215	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-217	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-219	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-221	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-223	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-225	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-227	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-229	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-231	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-233	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-235	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-237	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-239	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-241	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-243	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-245	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-247	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-249	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-251	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-253	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-255	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-257	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-259	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-261	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-263	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-265	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-267	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-269	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-271	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-273	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-275	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-277	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-279	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-281	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-283	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-285	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-287	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-289	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-291	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-293	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-295	1599 Cahuilla Pass	Pine ADU	2022CUP-VAR1	ADU	R																													NONE	Y													
	008-292-297	1599 Cahuilla Pass

Jurisdiction	Carpinteria	
Reporting Year	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	02/15/2023 - 02/15/2031

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Housing Element Implementation

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.
Please contact HCD if your data is different than the material supplied here

Table B
Regional Housing Needs Allocation Progress
Permitted Units Issued by Affordability

		1	Projection Period	2									3	4
Income Level		**RHNA Allocation by Income Level**	**Projection Period - 06/30/2022-02/14/2023**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**Total Units to Date (all years)**	**Total Remaining RHNA by Income Level**
Very Low	Deed Restricted	286	-	-	1	-	-	-	-	-	-	-	4	**282**
	Non-Deed Restricted		-	-	3	-	-	-	-	-	-	-		
Low	Deed Restricted	132	-	-	2	-	-	-	-	-	-	-	4	**128**
	Non-Deed Restricted		-	-	2	-	-	-	-	-	-	-		
Moderate	Deed Restricted	135	-	-	-	-	-	-	-	-	-	-	-	**135**
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-		
Above Moderate		348	1	10	34	-	-	-	-	-	-	-	45	**303**
Total RHNA		**901**												
Total Units			**1**	**10**	**42**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**53**	**848**

Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).

	5		2023	2024	2025	2026	2027	2028	2029	2030	2031	6	7
	Extremely low-Income Need											**Total Units to Date**	**Total Units Remaining**
Extremely Low-Income Units*	143		-	1	-	-	-	-	-	-	-	**1**	**142**

*Extremely low-income housing need determined pursuant to Government Code 65583(a)(1). Value in Section 5 is default value, assumed to be half of the very low-income RHNA. May be overwritten.

Please Note: Table B does not currently contain data from Table F or Table F2 for prior years. You may login to the APR system to see Table B that contains this data.

Note: units serving extremely low-income households are included in the very low-income RHNA progress and must be reported as very low-income units in section 7 of Table A2. They must also be reported in the extremely low-income category (section 13) in Table A2 to be counted as progress toward meeting the extremely low-income housing need determined pursuant to Government Code 65583(a)(1).

Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will only include units that were permitted since the start of the planning period. Projection Period units are in a separate column.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

VLI Deed Restricted
VLI Non Deed Restricted

Jurisdiction	Carpinteria	
Reporting Year	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	02/15/2023 - 02/15/2031

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table C

Sites Identified or Rezoned to Accommodate Shortfall Housing Need and No Net-Loss Law

Project Identifier				Date of Rezone	RHNA Shortfall by Household Income Category				Rezone Type	Sites Description							
1				2	3				4	5	6	7	8		9	10	11
APN	Street Address	Project Name+	Local Jurisdiction Tracking ID+	Date of Rezone	Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income	Rezone Type	Parcel Size (Acres)	General Plan Designation	Zoning	Minimum Density Allowed	Maximum Density Allowed	Realistic Capacity	Vacant/Nonvacant	Description of Existing Uses
Summary Row: Start Data Entry Below						359	30	3							392		
001-080-040, 001-080-002, 001-080-030	no address; Via Real	Rezone initiated but site not yet selected for rezone.	1	5/8/2023		316			Unaccommodated Need	15.81	AG	A-10	20	25	316	Non-Vacant	Agriculture, avocado farm
001-080-041, 001-080-035	5800 Via Real	Rezone initiated but site not yet selected for rezone.	2	5/8/2023		242			Unaccommodated Need	16.74	AG	A-10	20	25	242	Non-Vacant	Agriculture, container plant nursery
001-180-006, 001-180-041	1000 & 1010 Bega Way	Rezone initiated but site not yet selected for rezone.	3	5/8/2023		178			Unaccommodated Need	9.68	RDI	M-RP	20	25	178	Non-Vacant	Office, warehousing & assembly facilities
001-180-064, -065, -066, 001-080-067	6250 Bega Way	Rezone initiated but site not yet selected for rezone.	4	5/8/2023		167			Unaccommodated Need	8.47	RDI	M-RP	20	25	167	Non-Vacant	Personal self-storage business
001-190-025, -068, -073, -084, -086	6385 Cindy Lane, 1005 & 1013 Mark Ave, 6388 & 6382 Rose Lane	Rezone initiated but site not yet selected for rezone.	6	5/8/2023		210			Unaccommodated Need	10.58	RDI	M-RP	20	25	210	Non-Vacant	Warehouse, office, assembly & research facilities
001-190-023, -092, -093, -091	6390 & 6398 Cindy Ln, 1001 Mark Ave, 6392 Via Real	Rezoned Ordinance No. 790 (Prj 24-2279 ORD/LCPA)	7	12/9/2024		110			Unaccommodated Need	5.51	RDI	M-RP	20	25	110	Non-Vacant	Warehouse, office, assembly & research facilities
001-190-099, -100, -101, 001-430-011	1000 Mark Ave & 6402 Cindy Lane, 6410-6460 Via Real	Rezone initiated but site not yet selected for rezone.	8	5/8/2023		199			Unaccommodated Need	10.02	RDI	M-RP	20	25	199	Non-Vacant	Office, warehouse & surface parking lot
001-430-008	no address; Cindy Lane	Rezone initiated but site not yet selected for rezone.	9	5/8/2023		89			Unaccommodated Need	4.49	RDI	M-RP	20	25	89	Vacant	
001-070-058	5320 Carpinteria Avenue	Rezoned Ordinance No. 790 (Prj 24-2279-ORD/LCPA)	10	12/9/2024		21			Unaccommodated Need	1.08	GC	CPD	20	25	21	Non-Vacant	1-story office building
003-280-017, 003-280-005	5437 Carpinteria Avenue	Rezoned Ordinance No. 790 (Prj 24-2279-ORD/LCPA)	11	12/9/2024		39			Unaccommodated Need	1.98	GC	CPD	20	25	39	Non-Vacant	Mixed-use commercial/residential and vacant
003-162-011, 003-162-012, 003-162-009	1145, 1155, 1160 Eugenia Place	Rezoned Ordinance No. 790 (Prj 24-2279-ORD/LCPA)	12	12/9/2024		92			Unaccommodated Need	4.66	GC	CPD	20	25	92	Non-Vacant	Four 2-story commercial office buildings with some tenant vacancies

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Jurisdiction	Carpinteria	
Reporting Year	2024	(Jan. 1 - Dec. 31)

Table D

Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report

Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.

1	2	3	4
Name of Program	**Objective**	**Timeframe in H.E**	**Status of Program Implementation**
Program 1: Adequate Sites to Accommodate Regional Housing Needs	**Provide adequate sites to accommodate the City's entire 2023-2031 RHNA allocation of 901 units including rezoning land to accommodate a shortfall of 292 lower-income units.**	**As soon as possible**	On 12/9/2024, City Council adopted Ordinance Nos. 788, 789, 790, and 791, creating a new Residential/Mixed-Use (RMU) zone district; rezoning 19.83 acres of land to RMU; and implementing Objective Design Standards that would apply to developments on these rezoned sites. The RMU zone implements the development standards required under this Program, including a min/max density of 20/25 units/acre. The Ordinances will take effect pending Coastal Commission approval. The item is tentatively scheduled for a Coastal Commission hearing in March or April 2025. Ord No. 788: https://carpinteriaca.gov/wp-content/uploads/2024/12/Ord-788_RMU-Zone.pdf Ord No. 789: https://carpinteriaca.gov/wp-content/uploads/2024/12/Ord-789_ODS.pdf Ord No. 790: https://carpinteriaca.gov/wp-content/uploads/2024/12/Ord-790_Rezones.pdf Ord No. 791: https://carpinteriaca.gov/wp-content/uploads/2024/12/Ord-791_Rezones.pdf More documents/info on the City's Housing Element: https://carpinteriaca.gov/city-hall/community-development/planning/housing-element-update/

Program 2: Accessory Dwelling Units	**Facilitate the construction of 112 ADUs constructed during planning period including 67 lower income, 82 moderate income, and 107 above moderate income units.**	**Ongoing**	In 2024, 18 ADU/JADU applications were received, 16 ADU CDPs were approved, 16 ADU/JADU building permits were issued, and 18 ADU/JADU Certificates of Occupancy were issued. The City's proposed Ordinance No. 785, which aimed to bring the City's ADU regulations in line with State ADU law, was approved on first reading by City Council in July 2024, and was submitted to the Coastal Commission in August 2024. Later that month, HCD provided a comment letter on Ordinance No. 785, which City staff is working with HCD and Coastal Commission staff to address/harmonize ADU law with Coastal Act policies. Staff have revised the ordinance and plan to return the ordinance to City decisionmakers in Q2 2025. Staff Report for City Council first reading of proposed Ord No. 785: https://carpinteria.granicus.com/MetaViewer.php?view_id=2&clip_id=1473&meta_id=93662
Program 3: Energy Conservation	**Adopt Building Code updates in 2025, 2028, and 2031.**	**Ongoing**	Staff will adopt Building Code updates as needed,including the upcoming 2025 Building Code to take effect in 2026.
Program 4: Section 8 Rental Assistance	**Preserve 177 Section 8 vouchers during the planning period.**	**Ongoing**	In 2024, 196 Section 8 Certificates were issued by the Housing Authority of Santa Barbara County and the City of Santa Barbara Housing Authority within the City of Carpinteria.
Program 5: Affordable Rental Housing Development Assistance	**Facilitate construction of 418 lower income rental units, including 143 ELI units, during the planning period, commensurate with the City's RHNA allocation.**	**Ongoing**	In 2024, the City of Carpinteria approved Project 23-2221-DP/CDP, which included 1 very low and 2 low income units, as well as 5 ADUs which are rented at a rate affordable to very-low and low income households. City staff engaged quarterly with the Santa Barbara City-County Joint Affordable Housing Task Force to discuss strategies and share experiences with surrounding jurisdictions. City staff also met with prospective developers and received two SB330 pre-applications for future projects that would include additional lower income units.
Program 6: Inclusionary Housing	**Facilitate construction of at least 8 inclusionary workforce housing units during the planning period.**	**Ongoing**	Staff will continue to identify opportunities for additional inclusionary housing and work with developers which might develop multi-family housing developments. Updates to the City's Inclusionary Housing regulations were initiated in May 2023 through Resolution No. 6234 and 6235, and staff intends to prepare the draft updates to the Inclusionary Housing ordinance in 2025. Resolution No. 6234: https://carpinteria.granicus.com/MetaViewer.php?view_id=2&clip_id=1244&meta_id=80882 Resolution No. 6235: https://carpinteria.granicus.com/MetaViewer.php?view_id=2&clip_id=1244&meta_id=80884

Program 7: Density Bonus	**Adopt density bonus regulations by April 2024.**	**April 2024 for new regulations; apply regulations ongoing**	In June 2024, the Planning Commission recommended approval of a proposed ordinance to align the City's Density Bonus regulations with State Law and harmonize the Coastal Act. City staff has been working with Coastal Commisison staff to harmonize Density Bonus provisions with the Coastal Act and the City's LCP. City staff intend to bring the proposed ordinance to City Council and the Coastal Commission in 2025. In 2024, the City approved Project 23-2221-DP/CDP, which utilized Density Bonus law. The City receives frequent inqueries from the public regarding usage of density bonus in Carpinteria, and City Staff has been in discussion with several other project applicants that are likely to submit density bonus projects in early 2025. Proposed Density Bonus ordinance: https://carpinteria.granicus.com/MetaViewer.php?view_id=2&clip_id=1455&meta_id=92636
Program 8: Facilitate Lot Consolidation or Subdivision	**Approve 5 residential or mixed-use projects involving lot consolidations.**	**Ongoing; City SB 9 Regulations by December 2024**	Due to limited staffing and prioritization of Program 1 (Rezones), implementation of Citywide SB 9 regulations was delayed to 2025. The City processed and approved one residential subdivision for condominiums in 2024 (which will result in a net gain of 2 units), and approved one residential lot split (which will result in a net gain of 1 unit). City staff is currently in discussion with a property owner for a potential mixed-use project likely to involve lot consolidation. Staff will
Program 9: Regulatory Concessions and Incentives for Affordable Housing	**Facilitate construction of at least 418 lower income units during the planning period commensurate with the City's RHNA allocation.**	**Ongoing**	The City continues to work with developers to explore and promote opportunities to provide affordable housing. The City strongly encourages pre-applications for larger projects, allowing City staff and the applicant to work through regulatory incentives for affordable units. Through Ordinance No. 788, part of Program 1 implementation, the City has created additional regulatory incentives for projects providing affordable housing. Pursuant to CMC 14.19 (effective following Coastal Commission approval), residential or mixed-use projects providing at least 20% of units affordable to lower-income households are considered a by-right use in the RMU zone district and will be eligible for ministerial review. All projects in the RMU zone district will be subject to the City's Objective Design Standards, further streamlining the design review component of project review/approval. Ordinance No. 788: https://carpinteriaca.gov/wp-content/uploads/2024/12/Ord-788_RMU-Zone.pdf
Program 10: Fee mitigation	**Facilitate construction of at least 418 lower income units during the planning period commensurate with the City's RHNA allocation.**	**Ongoing**	City DIF fees are reduced for affordable units and accessory dwelling units. The City continues to reduce DIFs by 50% for 100% affordable housing projects. The City strongly encourages pre-applications for larger projects, allowing City staff and the applicant to work through regulatory incentives for affordable units.

Program 11: Special Needs Housing	**Adopt all special needs-housing zoning code amendments by April 2024.**	**4/1/2024**	Initiated by City Council 5/8/2023 by Resolution No. 6234. In Oct-Dec 2024, staff assembled an ordinance addressing various zoning requirements related to special needs housing. The administrative draft is currently undergoing internal review. Resolution No. 6234: https://carpinteria.granicus.com/MetaViewer.php?view_id=2&clip_id=1244&meta_id=80882
Program 12: Conservation of Mobile Home Parks and Rent Stabilization	**Preserve 861 mobile home units throughout the planning period.**	**Ongoing**	The City continues to monitor rental rates in mobile home parks through the Mobile Home Rent Stabilization Program and has had no conversion of the seven mobile home parks in Carpinteria. Long Range Planning staff provide guidance to mobilehome park residents with concerns over illegal space rent increases.
Program 13: Condominium Conversion Ordinance	**0 units converted unless rental vacancy rate exceeds 5%.**	**Ongoing**	During the 2024 calendar year, no residential rental units were converted to condominiums due to provisions of the Condominium Conversion Ordinance related to rental vacancy rates. Carpinteria Municipal Code Ch. 14.74 - Ownership conversions affecting apartments; Conversion permits: https://library.municode.com/ca/carpinteria/codes/code_of_ordinances?nodeId=TIT14ZO_CH14.74OWCOAFAPCOPE
Program 14: Housing Code Compliance	**Complete two surveys during the planning period and contact property owners and landlords with nonconforming conditions following each survey.**	**Ongoing**	The Community Development Department's Building and Code Compliance divisions promptly respond to complaints, conduct site inspections, and enforce the housing and building and safety codes through compliance orders and administrative citations. Implemented in late 2023, the City's online GoGov service request portal has been instrumental in receiving, routing, and tracking complaints and potential violations. Carpinteria GoGov portal: https://carpinteriaca.gov/service-request/
Program 15: Single-Family Housing Rehabilitation	**Facilitate rehabilitation of 5 units occupied by extremely-low income owner households and 5 units occupied by very-low income households during the planning period.**	**Ongoing**	The City will continue to encourage eligible extremely-low and very-low income homeowners to contact the USDA Rural Housing Repair and Rehabilitation Program for loans to help modernize and improve their homes to remove health and safety hazards.

Program 16: Multi-Family Housing Rehabilitation and Preservation	**Facilitate rehabilitation of 5 extremely-low income units, 5 very-low income units, and 10 low income units during the planning period.**	**Ongoing**	The City will continue to seek grant funds to assist property owners with the rehabilitation of multifamily housing in need of repair. The City's CDBG Committee reviews annual applications for funding from the City's allocated portion of Santa Barbara County CDBG funds. Additionally, in an effort to protect low-income renters in multifamily housing, the City adopted a Tenant Relocation Payment amount in event of a no-fault just-cause eviction, equal to two month's rent or $6,500, whichever is greater (Resolution No. 6290). Housing/tenant protection info is available here: https://carpinteriaca.gov/city-hall/community-development/housing/
Program 17: Affirmatively Furthering Fair Housing	**Increase Housing Affordability & Access to Opportunity and Mobility; address homelessness; enhance fair housing education.**	**Ongoing**	Several "Meaningful Actions" identfied as part of AFFH are currently in progress, identified above. Additionally, the City continues to partner with the City of Santa Barbara's Rental Housing Mediation Program to provide tenants, landlords, and interested parties with information and mediation services related to housing and rental disputes. In 2024, 76 residents received rental-related consultation via phone or in person. The City also refers residents to the Legal Aid Foundation of Santa Barbara County and California Rural Legal Assistance to address concerns related to disability access, those living on fixed incomes, and victims of domestic or elder abuse. In partnership with nonprofit organization New Beginnings, the City operated its first “safe parking” pilot program thrughout 2024 to provide safe overnight shelter and rapid rehousing programs for families and individuals living in their vehicles. For the 2024 calendar year, the program served 20 individuals living in 14 vehicles. Six of the program participates were successfully transitioned into housing. The program currently serves six vehicles at a time, and as of the end of 2024, discussions were underway between City and New Beginnings staff to both extend the program beyond the end of the pilot term and to expand the program capacity from six to 12 vehicles.
Program 18: Workforce Homebuyer Down Payment Loans	**Facilitate at least 2 loans for the local workforce per year.**	**Ongoing**	The City continues to provide down payment loans, in collaboration with the Housing Trust Fund of Santa Barbara County. In 2024, two down payment loans were funded through this program (totaling $158,875), utilizing the remaining balance of the Affordable Housing Trust Fund. Upon repayment of existing loans, staff will continue to work with the Housing Trust Fund of Santa Barbara County to find interested buyers looking to use the deferred repayment loans to buy homes in Carpinteria Workforce Homebuyer Down Payment Loan Program: https://carpinteriaca.gov/city-hall/community-development/workforce-homebuyer-down-payment-loan-program/

Jurisdiction	Carpinteria
Reporting Period	2024 (Jan. 1 - Dec. 31)
Planning	6th Cycle 02/15/2023 - 02/15/2031

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

Table E

Commercial Development Bonus Approved pursuant to GC Section 65915.7

Project Identifier				Units Constructed as Part of Agreement				Description of Commercial Development Bonus	Commercial Development Bonus Date Approved
1				2				3	4
APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Very Low Income	Low Income	Moderate Income	Above Moderate Income	Description of Commercial Development Bonus	Commercial Development Bonus Date Approved
Summary Row: Start Data Entry Below									

Jurisdiction	Carpinteria	
Reporting Period	2024	31)
Planning Period	6th Cycle	02/15/2023 - 02/15/2031

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F

Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)

Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.

Activity Type	Units that Do Not Count Towards RHNA+ Listed for Informational Purposes Only				Units that Count Towards RHNA + Note - Because the statutory requirements severely limit what can be counted, please contact HCD at apr@hcd.ca.gov and we will unlock the form which enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1+. For detailed reporting requirements, see the chcklist here:
	Extremely Low-Income+	Very Low-Income+	Low-Income+	TOTAL UNITS+	Extremely Low-Income+	Very Low-Income+	Low-Income+	TOTAL UNITS+	https://www.hcd.ca.gov/community-development/docs/adequate-sites-checklist.pdf
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Mobilehome Park Preservation									
Total Units by Income									

Jurisdiction	Carpinteria	
Reporting Period	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	02/15/2023 - 02/15/2031

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F2

Above Moderate Income Units Converted to Moderate Income Pursuant to Government Code section 65400.2

For up to 25 percent of a jurisdiction's moderate-income regional housing need allocation, the planning agency may include the number of units in an existing multifamily building that were converted to deed-restricted rental housing for moderate-income households by the imposition of affordability covenants and restrictions for the unit. Before adding information to this table, please ensure housing developments meet the requirements described in Government Code 65400.2(b).

Project Identifier					Unit Types		Affordability by Household Incomes After Conversion							Units credited toward Moderate Income RHNA		Notes
1					2	3	4							5		6
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (2 to 4,5+)	Tenure R=Renter	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total Moderate Income Units Converted from Above Moderate	Date Converted	Notes
Summary Row: Start Data Entry Below							0	0	0	0	0	0	0	0		

Jurisdiction	Carpinteria	
Reporting Period	2024	(Jan. 1 - Dec. 31)
Period	6th Cycle	02/15/2023 - 02/15/2031

NOTE: This table must only be filled out if the housing element sites inventory contains a site which is or was owned by the reporting jurisdiction, and has been sold, leased, or otherwise disposed of during the reporting

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Table G

Locally Owned Lands Included in the Housing Element Sites Inventory that have been sold, leased, or otherwise disposed of

Project Identifier						
1				2	3	4
APN	**Street Address**	**Project Name+**	**Local Jurisdiction Tracking ID+**	**Realistic Capacity Identified in the Housing Element**	**Entity to whom the site transferred**	**Intended Use for Site**
Summary Row: Start Data Entry Below						

Jurisdiction	Carpinteria	
Reporting Period	2024	(Jan. 1 - Dec. 31)

NOTE: This table must contain an invenory of ALL surplus/excess lands the reporting jurisdiction owns

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

For Santa Barbara County jurisdictions, please format the APN's as follows:999-999-999

Table H
Locally Owned Surplus Sites

Parcel Identifier				Designation	Size	Notes
1	2	3	4	5	6	7
APN	**Street Address/Intersection**	**Existing Use**	**Number of Units**	**Surplus Designation**	**Parcel Size (in acres)**	**Notes**
Summary Row: Start Data Entry Below						

Jurisdiction	Carpinteria	
Reporting Period	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	02/15/2023 - 02/15/2031

NOTE: STUDENT HOUSING WITH DENSITY BONUS ONLY. This table only needs to be completed if there were student housing projects WITH a density bonus approved pursuant to Government Code65915(b)(1)(F)

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note:

Cells in grey

Table J

Student housing development for lower income students for which was granted a density bonus pursuant to subparagraph (F) of paragraph (1) of subdivision (b) of S

Project Identifier				Project Type	Date	Units (Beds/Student Capacity) Approved						
1				2	3	4						
APN	**Street Address**	**Project Name+**	**Local Jurisdiction Tracking ID+**	**Unit Category** (SH - Student Housing)	**Date**	**Very Low-Income Deed Restricted**	**Very Low-Income Non Deed Restricted**	**Low- Income Deed Restricted**	**Low- Income Non Deed Restricted**	**Moderate-Income Deed Restricted**	**Moderate-Income Non Deed Restricted**	**Above Moderate-Income**
Summary Row: Start Data Entry Below												

Jurisdiction	Carpinteria	
Reporting Period	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	02/15/2023 - 02/15/2031

ANNUAL ELEMENT PROGRESS REPORT

Table K
Tenant Preference Policy

Local governments are required to inform HCD about any local tenant preference ordinance the local government maintains when the jurisdiction submits their annual progress report on housing approvals and production, per Government Code 7061 (SB 649, 2022, Cortese). Effective January 1, 2023, local governments adopting a tenant preference are required to create a webpage on their internet website containing authorizing local ordinance and supporting materials, no more than 90 days after the ordinance becomes operational.

Does the Jurisdiction have a local tenant preference policy?	No
If the jurisdiction has a local tenant preference policy, provide a link to the jurisdiction's webpage containing authorizing local ordinance and supporting materials.	
Notes	

Jurisdiction	Carpinteria	
Reporting Year	2024	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Local Early Action Planning (LEAP) Reporting
(CCR Title 25 §6202)

Please update the status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.

Total Award Amount	$ 65,000.00	*Total award amount is auto-populated based on amounts entered in rows 15-26.*

Task	$ Amount Awarded	$ Cumulative Reimbursement Requested	Task Status	Other Funding	Notes
ADU-JADU Program Tasks & Budget: 1) Coordination: $10,000 2) Hearing-Adoption Process: $15,000 3) Coastal Commission: $12,000 4) Legal Review: $15,000 5) Management: $3,000 6)Outreach and Training: $10,000	$65,000.00	$65,000.00	Completed	None	COMPLETE AND CLOSED OUT. 1) Inter-agency, Tribal Consultation, and Special District Coordination: Initial comments received from all districts, the CCC and HCD. Tribal consultation completed, 100% complete. 2) Local Hearing-Adoption Process: 100% complete. 3) Coastal Commission Coordination, Hearing Attendance, Certification Process: Coastal Commission approved 12/15/2022, 100% complete. 4) Legal Review of the ADU Program: Ongoing, but 100% complete for this project. 5) Program Public Management and Grant Administration: 100% complete. 6) Post-adoption Public Outreach and Staff Training: 100% complete. Ordinance is in effect. The request for close-out was submitted to HCD on 6/5/2023 and this grant was fully reimbursed with a payment of $65,000 to the City of Carpinteria on 8/31/2023.

Summary of entitlements, building permits, and certificates of occupancy (auto-populated from Table A2)

Completed Entitlement Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	1
	Non-Deed Restricted	2
Low	Deed Restricted	2
	Non-Deed Restricted	4
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		39
Total Units		**48**

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	1
	Non-Deed Restricted	3
Low	Deed Restricted	2
	Non-Deed Restricted	2
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		34
Total Units		**42**

Certificate of Occupancy Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	1
Low	Deed Restricted	0
	Non-Deed Restricted	6
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		11
Total Units		**18**

EXHIBIT 2

City of Carpinteria
City Council Minutes
Regular Meeting
Monday, January 8, 2024

In-Person and Virtual

CALL TO ORDER

Mayor Clark called the meeting to order at 5:34 pm.

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Wade T. Nomura Councilmember Mónica J. Solórzano Vice Mayor Natalia Alarcon Mayor Al Clark
Staff members present:	Michael Ramirez, City Manager Jena Shoaf Acos, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria Brian C. Barrett, City Clerk Nick Bobroff, Community Development Director John L. Ilasin, Public Works Director Mindy Fogg, Principal Planner (present via Zoom) Erin Maker, Environmental Program Manager Lindsay Erdmann, Civic Spark Fellow

PLEDGE OF ALLEGIANCE

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

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

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

AGENDA MODIFICATIONS: NONE

Councilmember Solórzano requested that tonight's meeting be adjourned in honor of Mayor Clark's birthday today. The Council was in agreement.

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS:

1. Proclamation Designating January 2024 as "Human Trafficking Awareness Month."

Speakers in-person: Elsa Granados with Standing Together to End Sexual Assault (STESA) and Roberta Lehtinen with HopeNet of Carpinteria

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to approve the Proclamation Designating January 2024 as "Human Trafficking Awareness Month." Upon voice vote, the motion carried unanimously.

Mayor Clark and the City Council presented the proclamation to Ms. Granados.

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

Mayor Clark temporarily adjourned the meeting at 5:47 pm.

RECONVENE THE REGULAR MEETING OF THE CITY COUNCIL

Mayor Clark reconvened the meeting at 6:20 pm.

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS

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

CITY MANAGER'S REPORT

City Manager Ramirez reported on the following:

- City's open recruitments
- Update on the December 2023 storms

Community Development Director Bobroff reported on the following:

- Draft Environmental Impact Report for the Chevron Oil & Gas Processing Decommissioning & Remediation Project
- Carpinteria Farm, Hospitality & Residential Project
- 4745 Carpinteria Avenue Mixed Use Project
- Update on entertainment licenses
- California Department of Housing and Community Development (HCD) found the City's Housing Element to be in substantial compliance with all state requirements; staff will return to City Council on January 22nd for re-adoption of the Housing Element and final submittal and certification to HCD

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Speakers in-person: Mike Wondolowski representing Carpinteria Valley Association, Susan Allen (self), Susan Allen representing Citizens for the Carpinteria Bluffs, Roberta Lehtinen, and Amie Rodriguez

Speakers via Zoom: Lorraine McIntire

Emails distributed: Davis Mersereau

In response to Mr. Wondolowski's comments, Mayor Clark recommended the Council send a comment letter to the County regarding its Housing Element Update Draft Program Environmental Impact Report. The Council was in agreement.

CONSENT CALENDAR:

There was no public comment.

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

2. Approve the minutes of the regular meeting held December 11, 2023.

3. Receive and file the Expenditures for the period beginning December 4, 2023 and ending December 22, 2023.

4. Receive and file the Monthly City Treasurer's Report on Compliance with Statement of Safekeeping and Investment of Public Funds for November 2023.

5. Formally accept the following generous donations: (1) Donation of $11,377.00 for the purchase of an in-pool vacuum and an additional $18,000 for the acquisition of new pool covers. Donor: Ann Jackson Family Foundation; (2) Donation of $3,000 to the Community Swimming Pool. Donor: Fidelity Charitable; (3) Donation of $2,500 towards the procurement of a new ADA-compliant pool lift for Carpinteria Community Pool. Donor: Rotary Club of Carpinteria, Noontime; and (4) Donation of $10,000 designated for enhancing locker room facilities. Donor: Marilyn Jenkins.

6. Receive and file the Compliance Examination Engagement Report for the fiscal year ended June 30, 2023.

7. Adopt Resolution No. 6285, authorizing signers on City bank accounts.

8. Adopt Resolution No. 6286, authorizing certain officers to order the deposit or withdrawal of monies in the Local Agency Investment Fund (LAIF).

ADMINISTRATIVE MATTERS:

9. Making an Appointment to the Mobile Home Park Rent Stabilization Board.

   Recommendation: Adopt Resolution No. 6287, approving the appointment of Danel Trevor to the Mobile Home Park Rent Stabilization Board.

City Clerk Barrett presented the staff report.

There was no public comment.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to adopt Resolution No. 6287, as read by title only, approving the appointment of Danel Trevor to the Mobile Home Park Rent Stabilization Board. Upon voice vote, the motion carried unanimously.

10. Approval of the December 2024 Holiday Schedule and Closure of City Hall on December 24, 27 and 30, 2024.

    Recommendation: Approve the December 2024 holiday schedule and authorize the closure of City Hall on December 24, 27 and 30, 2024.

City Clerk Barrett presented the staff report.

There was no public comment.

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to approve the December 2024 holiday schedule and authorize the closure of City Hall on December 24, 27, and 30, 2024. Upon voice vote, the motion carried unanimously.

11. Award of construction contract for the City Hall Campus Improvements Project – Sewer Replacement.

    Recommendation: (1) Award a Construction Contract to Toro Enterprises, Inc. for the City Hall Campus Improvements Project – Sewer Replacement in the Total Bid amount of $285,609 and (2) Approve a budget appropriation in the total amount of $62,200 to the Capital Improvements Fund for Fiscal Year 2023-24 Capital Improvements Program Budget for the City Hall Campus Improvements Project – Sewer Replacement. *(This motion requires a roll call vote.)*

Public Works Director Ilasin presented the staff report.

There was no public comment.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to (1) Award a Construction Contract to Toro Enterprises, Inc. for the City Hall Campus Improvements Project – Sewer Replacement in the Total Bid amount of $285,609 and (2) Approve a budget appropriation in the total amount of $62,200 to the Capital Improvements Fund for Fiscal Year 2023-24 Capital Improvements Program Budget for the City Hall Campus Improvements Project – Sewer Replacement. The roll call vote on the motion was as follows:

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

The motion carried unanimously.

12. A Maintenance Agreement with Precision Concrete Cutting for Sidewalk Repairs through the Cooperative Purchasing Contract by the California Joint Powers Insurance Authority.

    Recommendation: Authorize the City Manager to execute a Maintenance Agreement with Precision Concrete Cutting for sidewalk repairs in the amount of $47,101 through the Cooperative Purchasing Contract by the California Joint Powers Insurance Authority. *(This motion requires a roll call vote.)*

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

There was no public comment.

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to authorize the City Manager to execute a Maintenance Agreement with Precision Concrete Cutting for sidewalk repairs in the amount of $47,101 through the Cooperative Purchasing Contract by the California Joint Powers Insurance Authority. The roll call vote on the motion was as follows:

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

The motion carried unanimously.

13. Agreement with ZWorld GIS for Mapping and Geographic Information System Services.

    Recommendation: Authorize the City Manager to execute the Agreement with ZWorld GIS for mapping and geographic information system services in an amount not-to-exceed $35,724. *(This motion requires a roll call vote.)*

Public Works Director Ilasin presented the staff report.

There was no public comment.

Motion by Councilmember Lee, seconded by Councilmember Nomura, to authorize the City Manager to execute the Agreement with ZWORLD GIS for mapping and geographic information system services in an amount not-to-exceed $35,724. The roll call vote on the motion was as follows:

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

The motion carried unanimously.

PUBLIC HEARING:

14. Introduction and first reading of Ordinance No. 773, adding Chapter 15.72 (Mandatory Seismic Retrofit Program for Existing Wood-Frame Buildings with Soft, Weak, or Open-Front Walls) to Title 15 (Buildings and Construction) of the Carpinteria Municipal Code regarding building seismic safety.

    This ordinance would mandate that owners of soft story structures secure certified engineering reports detailing steps needed to seismically retrofit the first story of the structure to adequately support additional stories, obtain City of Carpinteria building permits to carry out seismic retrofit, and carry out recommended and permitted seismic retrofit within a reasonable time period, enforceable through administrative remedies, property liens and/or misdemeanor charges.

    Recommendation: Conduct a public hearing; introduce and waive first reading of Ordinance No. 773 (Attachment A), Mandatory Seismic Retrofit Program for Existing Wood-Frame Buildings with Soft, Weak, or Open-Front Walls; and set the ordinance for second reading and adoption for the City Council meeting of February 12, 2024. *(This motion requires reading of ordinance title and a roll call vote.)*

Community Development Director Bobroff introduced Principal Planner Fogg who was present via Zoom and presented the staff report and the PowerPoint presentation.

Mayor Clark opened the public hearing at 7:50 pm.

Speakers in-person: Nancy Schreiner

Mayor Clark closed the public hearing at 8:03 pm.

Councilmember Lee made a motion to not approve nor accept the first reading of Ordinance No. 773, an Ordinance of the City Council of the City of Carpinteria Adding to Carpinteria Municipal Code Title 15 (Buildings and Construction), Chapter 15.72 Entitled "Mandatory Seismic Retrofit Program for Existing Wood-Frame Buildings with Soft, Weak, or Open-Front Walls"; and, not set the ordinance for second reading nor adoption for the City Council meeting of February 12, 2024.

Councilmember Nomura seconded the motion and recommended modifying the motion to direct staff to hold workshops first and get public feedback and then return to the Council with a rewritten ordinance.

Councilmember Lee modified the motion and Councilmember Nomura seconded the modified motion to not approve nor accept the first reading of Ordinance No. 773, an Ordinance of the City Council of the City of Carpinteria Adding to Carpinteria Municipal Code Title 15 (Buildings and Construction), Chapter 15.72 Entitled "Mandatory Seismic Retrofit Program for Existing Wood-Frame Buildings with Soft, Weak, or Open-Front Walls"; and, not set the ordinance for second reading nor adoption for the City Council meeting of February 12, 2024 and direct staff to hold workshops first and get public feedback and then return to the Council with a rewritten ordinance.

As Ordinance No. 773 was not approved, the ordinance title was not read into the record.

The roll call vote on the modified motion was as follows:

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

The motion carried unanimously.

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:

15. Introduction and first reading of Ordinance No. 776, an Ordinance of the City of the City of Carpinteria, California, repealing and replacing in its entirety Carpinteria Municipal Code (CMC) Chapter 8.50, concerning the regulation of certain polystyrene and single-use plastic items.

    Recommendation: Approve Ordinance No. 776, as read by title only. *(This motion requires reading of ordinance title and a roll call vote.)*

Councilmember Lee recused himself from this item due to his family owning and operating a restaurant in the City and left the Council Chambers at 8:21 pm.

Environmental Program Manager Maker and Civic Sparks Fellow Erdmann presented the staff report and PowerPoint presentation.

Speakers in-person: Kathi King representing Community Environmental Council, Penny Owens representing Santa Barbara Channel Keeper, and Fred Shaw

Speakers via Zoom: Lorraine McIntire and Mike Wondolowski representing Carpinteria Valley Association

Emails distributed: Laurie Mohning

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to approve Ordinance No. 776, introduced as read by title only and continue to the regular meeting of January 22, 2024.

City Clerk Barrett read aloud the ordinance title into the record.

The roll call vote on the motion was as follows:

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

The motion carried.

Councilmember Lee returned to the dais at 8:48 pm.

LEGISLATIVE UPDATE: NONE

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

Councilmember Solórzano reported that the Harbor Seal Advisory Committee will have its first meeting on January 24th at 4 pm and afterwards hold its meetings on the fourth Wednesday of each month.

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

All Councilmembers are expected to be in attendance at the January 22nd regular City Council meeting.

ADJOURNMENT

Mayor Clark adjourned the meeting in honor of his birthday at 8:48 pm.

Al Clark, Mayor

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria
Special Joint City Council and Planning Commission
Meeting Minutes
Wednesday, January 17, 2024

In-Person and Virtual

CALL TO ORDER

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

ROLL CALL

City Councilmembers present:	Councilmember Roy Lee Councilmember Wade T. Nomura Councilmember Mónica J. Solórzano Vice Mayor Natalia Alarcon Mayor Al Clark
Planning Commissioners present:	Commissioner David Allen Commissioner John Moyer Commissioner Katherine Salant Vice Chair Glenn La Fevers Chair Jane Benefield
Staff members present:	Mack Carlson, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria Benjamin Markham, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria Nick Bobroff, Community Development Director Brian C. Barrett, City Clerk

PLEDGE OF ALLEGIANCE

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

CITY COUNCIL BUSINESS:

The City Council met to consider the following item:

1. Update on new state housing laws taking effect in 2024.

Recommendation: Receive and file report on new state housing laws taking effect in 2024.

Community Director Bobroff introduced Legal Counsel Carlson and Markham who provided the staff report and PowerPoint presentation and responded to questions from the City Council and Planning Commission.

PUBLIC COMMENT WILL BE HEARD CONCERNING ONLY THE AGENDIZED ITEM FOR THIS SPECIAL MEETING

Speakers in-person: Patrick O'Connor

Legal Counsel Carlson responded to questions from the public speaker.

Motion by Councilmember Nomura, seconded by Councilmember Solórzano, to receive and file the report on new state housing laws taking effect in 2024. Upon voice vote, the motion carried unanimously.

ADJOURNMENT

Mayor Clark adjourned the meeting at 6:55 pm.

Al Clark, Mayor

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria
City Council Minutes
Regular Meeting
Monday, January 22, 2024

In-Person and Virtual

CALL TO ORDER

Mayor Clark called the meeting to order at 5:30 pm

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Wade T. Nomura Councilmember Mónica J. Solórzano Vice Mayor Natalia Alarcon Mayor Al Clark
Staff members present:	Michael Ramirez, City Manager Jena Shoaf Acos, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria Mack Carlson, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria Brian C. Barrett, City Clerk David Hernandez, Code Compliance Supervisor Mindy Fogg, Principal Planner Megan Musolf, Assistant Planner Erin Maker, Environmental Program Manager Olivia Uribe Mutal, Program Manager John L. Ilasin, Public Works Director Tiffany Smith, Parks & Facilities Maintenance Supervisor

PLEDGE OF ALLEGIANCE

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

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

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

AGENDA MODIFICATIONS:

Mayor Clark recommended moving Item No. 9 from the Administrative Matters Section to the "Consideration of Any Items Removed from Consent Calendar and/or Other Agenda Items Requested To Be Advanced" Section. The Council was in agreement with the Mayor's request.

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS:

1. Proclamation Designating February 2024 as Black History Month.
   (Requires approval prior to presentation of proclamation.)

There was no public comment.

Motion by Councilmember Nomura, seconded by Councilmember Lee, to approve the Proclamation Designating February 2024 as Black History Month. Upon voice vote, the motion carried unanimously.

Since the proclamation recipient was not present, City Clerk Barrett acknowledged that the Council could present it later in the meeting if the recipient showed up or present it to them at the next regular Council meeting.

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS

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

CITY MANAGER'S REPORT

City Manager Ramirez spoke on the following topics:

- City expanded nutritional support services for seniors and partnered with Foodbank of Santa Barbara County
- Update to Story Poles Procedures Manual (Community Development Director Bobroff provided additional background)
- January 25th Architectural Review Boad meeting on the Carpinteria Farm Preserve & Bungalows Project
- Chevron Carpinteria Oil Processing Facility Decommissioning & Remediation Project
- Winter El Niño Update
- City Recruitments
- Annual Work Plan Meeting on January 29th

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Speakers in-person: Paul Wright representing Island Brewing Company, Eileen Marcussen, Stephen Marcussen, Scott Van Der Kar, Sandy Evans, Catherine Overman, and Susan Allen

Speakers via Zoom: Davis Mersereau

Emails distributed: Farah Stack, Chad Moore, and Davis Mersereau

CONSENT CALENDAR:

Councilmember Lee recused himself from the Consent Calendar due to his family owning and operating a restaurant in the City and left the Council Chambers at 6:14 pm.

There was no public comment.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to approve the Consent Calendar Item Nos. 2 through 7. The roll call vote on the motion was as follows:

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

The motion carried.

2. Approve the minutes of the regular meeting held January 8, 2024 and the special joint meeting held January 17, 2024.

3. Receive and file the Expenditures for the period beginning December 25, 2023 and ending January 12, 2024.

4. Receive and file the Report of Contracts Executed by the City Manager for the Period of November 21, 2023 through January 15, 2024.

5. Receive and file the Monthly City Treasurer's Report on Compliance with Statement of Safekeeping and Investment of Public Funds for December 2023.

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

7. Adopt Ordinance No. 776 (second reading), repealing and replacing in its entirety Carpinteria Municipal Code (CMC) Chapter 8.50, concerning the regulation of

certain polystyrene and single-use plastic items, as well as foil and latex balloons. *(This item requires a roll call vote.)*

Councilmember Lee returned to the dais at 6:16 pm.

ADMINISTRATIVE MATTERS:

8. Code Compliance Quarterly Report Q4, 2023.

Recommendation: Receive and file quarterly report.

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

Speakers in-person: Susan Allen and Mike Wondolowski

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to receive and file the Q4 Code Compliance Quarterly Report. Upon voice vote, the motion carried unanimously.

Item No. 9 was moved to the "Consideration of Any Items Removed from Consent Calendar and/or Other Agenda Items Requested To Be Advanced" Section after Item No. 10.

PUBLIC HEARING:

10. Re-adoption of the 6th Cycle 2023-2031 Housing Element via Resolution No. 6288 (Attachment A) as revised to address comments from the California Department of Housing and Community Development (HCD) (General Plan Amendment No. 22-2157-GPA).

Recommendation: Receive staff presentation and public testimony; adopt Resolution No. 6288 to re-adopt the 2023-2031 Housing Element as revised to address HCD comments; find the proposed action is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3); and direct the City Manager to submit the 2023-2031 Housing Element to HCD for final certification.

Community Development Director Bobroff introduced Principal Planner Fogg who presented the staff report and PowerPoint presentation along with Legal Counsel Acos and Consultant Patsy Price with Confluence Land Use.

Mayor Clark opened the public hearing at 6:49 pm.

Speakers in-person: Marci Richardson

Mayor Clark closed the public hearing at 6:51 pm.

Motion by Councilmember Lee, seconded by Councilmember Nomura, to adopt Resolution No. 6288 that re-adopts General Plan Amendment No. 22-2157-GPA, an update to the 2023-2031 Housing Element as revised to address California Department of Housing and Community Development (HCD) comments and finds the proposed action is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3), and to direct the City Manager to submit the 2023-2031 Housing Element to HCD for final certification. Upon voice vote, the motion carried unanimously.

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

9. Approve and authorize the City Council to sign a letter to the County of Santa Barbara Board of Supervisors regarding the County's Housing Element Update Draft Program Environmental Impact Report.

   Recommendation: Approve and authorize the Council's signature on a letter to the County of Santa Barbara regarding the County's Housing Element Update Draft Program Environmental Impact Report (Attachment A).

Community Development Director Bobroff introduced Assistant Planner Musolf who presented the staff report.

Speakers in-person: Mike Wondolowski

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to approve and authorize the Council to sign and transmit a letter to the County of Santa Barbara regarding the County's Housing Element Update Draft Program Environmental Impact Report.

Councilmember Nomura suggested the letter include a map of the three potential rezoning sites in the unincorporated County which are adjacent to the City. The Council was in agreement with Councilmember Nomura's request.

Upon voice vote, the motion carried unanimously.

MATTERS CONTINUED FROM PREVIOUS MEETINGS: NONE

OTHER BUSINESS:

11. Presentation on the Carpinteria Shoreline Continuing Authorities Program by U.S. Army Corps of Engineers.

Recommendation: Receive and file presentation.

Environmental Program Manager Maker introduced the following U.S. Army Corps of Engineers staff who presented the PowerPoint presentation: Susan Ming, Garrett Kaspala, Daria Mazey, Megan Whalen, and Brian Kim.

There was no public comment.

Motion by Councilmember Nomura, seconded by Vice Mayor Alarcon, to receive and file the presentation. Upon voice vote, the motion carried unanimously.

Mayor Clark recessed to a break at 7:27 pm and reconvened the meeting at 7:32 pm.

12. Informational Report on the City's Emergency Services Management Program for 2023.

Recommendation: Receive and file the report.

Program Manager Uribe Mutal presented the staff report and PowerPoint presentation.

There was no public comment.

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

13. 2023 Annual Integrated Pest Management Report.

Recommendation: Receive and file the 2023 Annual Integrated Pest Management Report.

Public Works Director Ilasin and Parks and Facilities Maintenance Supervisor Smith presented the staff report.

There was no public comment.

The Council directed staff to pursue public education and outreach on the Integrated Pest Management Policy.

Motion by Councilmember Nomura, seconded by Councilmember Solórzano, to receive and file the 2023 Annual Integrated Pest Management Report and reactivate the Integrated Pest Management Committee. Upon voice vote, the motion carried unanimously.

LEGISLATIVE UPDATE: NONE

Vice Mayor Alarcon requested that the Legislative Update section also include updates at the County level that are affecting Carpinteria. The Council was in agreement.

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

Councilmember Solórzano reported on:

- Santa Barbara Metropolitan Transit District Board met on January 16th and approved contracts relating to the recommissioning of Terminal 2 in Goleta for use of the Clean Energy buses.
- South Coast Youth Safety Partnership Policy Team met on January 11th and received updates from partner agencies, reviewed recent community engagement team surveys, and described CommUnify's new structure for outreach.
- BEACON meeting this Friday, Councilmember Solórzano announced she was unable to attend, but Mayor Clark as alternate would attend.

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

All Councilmembers are expected to be in attendance at the February 12th regular City Council meeting.

ADJOURNMENT

Mayor Clark adjourned the meeting at 8:17 pm.

Al Clark, Mayor

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria
City Council Minutes
Special Meeting (Annual Work Plan)
Monday, January 29, 2024 at 5:30 pm

In-Person Meeting

CALL TO ORDER

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

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Wade T. Nomura Councilmember Mónica J. Solórzano Vice Mayor Natalia Alarcon Mayor Al Clark
Staff members present:	Michael Ramirez, City Manager Nick Bobroff, Community Development Director Licette Maldonado, Administrative Services Director John L. Ilasin, Public Works Director Aida Thau, Management Analyst II Olivia Uribe Mutal, Program Manager Erin Maker, Environmental Program Manager Robert Howard, Public Works Supervisor Brian C. Barrett, City Clerk

PUBLIC COMMENT WILL ONLY BE HEARD CONCERNING THE AGENDIZED ITEM BELOW

CITY COUNCIL WORKSHOP

The City Council met for the following purpose:

Presentation of the revised Annual Work Plan process and status report for the 2023 Annual Work Plan, and to develop and review for approval City Council goals and priorities for the Fiscal Year 2024-25 Annual Work Plan.

Recommendation: Receive presentation and approve goals and priorities for the Fiscal Year 2024-25 Annual Work Plan.

a. City Manager will provide a summary of the revised and future Annual Work Plan process, including an organization and budget overview.

City Manager Ramirez provided a summary of the revised and future Annual Work Plan process, including an organization and budget overview.

b. Staff will provide a status report on the 2023 Annual Work Plan.

The following staff provided a status report on the 2023 Annual Work Plan for their respective departments and listed their respective Fiscal Year 2024-25 priorities:

Staff	Department	FY 2024-25 Priorities
City Manager Ramirez	General Government	Update Internal Processes
		Policy Development Implementation
		Training on Emergency Preparedness
		Recruitment, Retention, and Development
		Regional Collaboration
		Community Engagement
		Reporting Performance Measures
Community Development Director Bobroff	Community Development	Continue progress on Advanced Planning Work Items, particularly the Housing Element Implementation and the General Plan Update
		Pursue ways to increase capacity and improve Department efficiency and processes
Administrative Services Director Maldonado	Administrative Services	Create better processes within department
		Work with other departments to invoice and collect money due to the City
		Re-organization of Department to be more efficient
		Policy Updates
Public Works Director Ilasin	Public Works	Upcoming Capital Improvement Plan Study Session
		Improve capability of obtaining grants
Management Analyst II Thau	Parks, Recreation & Community Services	Continuation of Committed Projects
		Development of Senior Programming
		Establish a Solid Parks, Recreation & Community Services Team
		Continue Supporting Carpinteria Open Space Management Advisory Board and the Harbor Seal Advisory Committee

Mayor Clark recessed the meeting to a break at 7:20 pm and reconvened the meeting at 7:31 pm.

c. City Council will receive public comment concerning the matters that are the subject of the special meeting.

Speakers in-person: Susan Mailheau, Mike Wondolowski with Carpinteria Valley Association, Ann Matson, Fred Shaw, Danielle Manriquez-Osborn, Aja Forner, Gaby Edwards, Gail Marshall, Rosalyn Kohute, Amrita Salm, and Lea Boyd

Emails distributed: Luci Rogers, Stephen Gerteis, David Allen, Rosalyn Kohute, and Susan Mailheau

d. City Council will participate in a facilitated exercise, led by City Consultant Tripepi Smith, to develop goals and priorities for the Fiscal Year 2024-25 Annual Work Plan.

Consultant Ryder Smith with Tripepi Smith led the City Council in participating in a facilitated exercise and briefly covered the City's current vision and mission. The consultant presented the following consolidated concerns, secondary concerns, and primary goals and other goals from the City Council.

Consolidated Concerns:

- A segment of Carpinteria population is hard to reach or disconnected
- There is a thin strata of people who are engaged with the City's activities and then a large portion who are unaware, indifferent or simply don't have time. City Council wants to hear from more voices or ensure policies are benefitting from the voices of a broader swath of residents.
- City is struggling to accommodate growth while maintaining a quieter beachside town personality
- There are hotel projects on the horizon that will affect open space and a downtown area
- Short term rentals are absorbing the housing stock, driving up pricing and disrupting quality of life in some neighborhoods, even with restrictions in place
- The Joint Use Agreement with the School District has not been touched in a while and there are opportunities for better collaboration.
- The City's fiscal position is weakening with increasing costs and flattening revenues
- City staff turnover and competitive pressures are making fielding a team harder to manage and support

Secondary Concerns:

- Regional sediment management during extreme weather events
- Pedestrian safety on Carpinteria Avenue
- Code enforcement – dogs off leash, parking, e-bikes tearing up trails, e-bike speeds
- Ease of obtaining business permits
- Concerns with financial sustainability given the rising costs of public safety
- Demand for dog parks, but not near neighborhoods
- Demand for pickleball courts
- Road and sidewalk maintenance
- Water supply issues
- Culture of customer service in the Development department
- Grant writing capabilities and pursuits
- Senior citizen facility

Primary Goal #1: Enhance public outreach, education and transparency

- Objective to hear from more voices and ensure policies are benefitting from the voices of a broader swath of residents
- Improve relations with non-profits that are strongly connected to the Latino community
- Speak to community on budget, economics and tradeoffs
- Continue investments in Spanish language resources
- Formalize appointment process to commissions and committees; Assess current communication tools and methodologies; Track and report on engagement efforts; Evaluate investing in an ongoing polling tool

Primary Goal #2: Accommodate City growth while maintaining a quieter beachside town personality

- Complete the implementation of zoning to implement adopted Housing Element
- Define what smart implementation is and how to balance competing objectives
- Navigate through the two major hotel development projects
- Address County development visions impacting City's sphere of influence
- Prioritize environmental sustainability and preservation in the context of the small town and the City's niche tourism activity
- Address STR enforcement issues to improve housing inventory and neighborhood quality of life

Primary Goal #3: Take steps to address the fiscal sustainability of the City

- Pursue steps to address subsidies of special districts like lighting and landscape districts
- Address the City's fee schedule to modernize the structure fees
- Revisit the structure of the business license fees
- Evaluate new revenue sources to assist with funding local initiatives
- Review development impact fees

Primary Goal #4: Strengthen community institution collaboration

- Revisit Joint Use Agreement with the School District
  - Meet regularly with School District Board
  - Implement Youth Civic Leadership Program or Youth Council
  - Identify changes in the community's needs or priorities since the agreement was last updated
  - Develop a long-term vision for the Joint Use Agreement that aligns with the goals of both the city and the school district
- Revisit relationship with non-profit organizations
- Prioritize collaboration with other agencies

Primary Goal #5: Invest in a high-performance team at City Hall

- Successfully transition in a new executive leader
- Invest in staff learning through conferences and other learning tools
- Build a high-performance culture that both yields efficient results and increases staff retention
- Inject a customer services element into City staff collaboration with stakeholders
- Sustain City Council's strong reputation for making Carpinteria a stable place to work and build community

Other Goals:

- Develop regional sediment management plan and messaging
- Prioritize code enforcement along beaches, bluffs
- Address crosswalks on Carpinteria Avenue and additional investments
- Improve process for obtaining business permits
- Review public safety costs and strategies for addressing public safety in a cost-effective manner such as identifying alternative or supplemental service solutions
- Increased economic vitality of overall community

e. City Council will take action to approve, or extend to a second meeting, goals and priorities for Fiscal Year 2024-25 Annual Work Plan.

Motion by Councilmember Lee, seconded by Councilmember Nomura, to receive the presentation and approve the goals and priorities for Fiscal Year 2024-25 Annual Work Plan. Upon voice vote the motion carried unanimously.

ADJOURNMENT

Mayor Clark adjourned the meeting at 10:07 pm.

Al Clark, Mayor

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria
City Council Minutes
Regular Meeting
Monday, February 12, 2024

In-Person and Virtual

CALL TO ORDER

Mayor Clark called the meeting to order at 5:30 pm.

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Wade T. Nomura Councilmember Mónica J. Solórzano Vice Mayor Natalia Alarcon Mayor Al Clark
Staff members present:	Michael Ramirez, City Manager Jena Shoaf Acos, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria Sydne Rennie, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria (present via Zoom) Brian C. Barrett, City Clerk Teresa Ilasin, Management Analyst II Nick Bobroff, Community Development Director John L. Ilasin, Public Works Director Stephon Downes, Management Analyst I Mindy Fogg, Principal Planner Aida Thau, Management Analyst II Josefina Arechiga, Assistant Engineer

PLEDGE OF ALLEGIANCE

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

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

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

AGENDA MODIFICATIONS: NONE

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS:

1. Presentation of Proclamation Designating February 2024 as Black History Month. *(Proclamation previously approved at January 22, 2024 Council meeting.)*

There was no public comment.

Mayor Clark and the Council presented the proclamation to Dianne Travis-Teague with Pacifica Graduate Institute who provided remarks.

2. Resolution No. 6289, Congratulating Contract Building Inspector Roy W. Harthorn on His Retirement and Commending and Thanking Him for 26 Years of Loyal and Dedicated Service to the City of Carpinteria. *(Requires approval prior to presentation of resolution.)*

Speakers in-person: Dave Durflinger

Motion by Councilmember Nomura, seconded by Councilmember Lee, to adopt Resolution No. 6289. Upon voice vote, the motion carried unanimously.

Mayor Clark and the Council presented Resolution No. 6289 to Mr. Harthorn who provided remarks.

3. Plaque Honoring Former City Manager Dave Durflinger's Service.

City Manager Ramirez reported on the plaque unveiling ceremony held in front of the flag pole at the main entrance to City Hall earlier this afternoon to recognize former City Manager Dave Durflinger's service and he showed a photo from the event.

4. Presentation of Employee Service Awards.

Management Analyst II Ilasin recognized the following employees for their years of service to the City:

Five-Year Recognition

- Dan Chepley, Chief Building Inspector
- Tim Gray, Maintenance Worker II
- Robert Howard, Public Works Supervisor
- John Ilasin, Public Works Director
- Licette Maldonado, Administrative Services Director
- Henry Menendez, Code Compliance Officer II
- Maria Olivas, Office Assistant II

- Marysol Smith, Associate Planner

Ten-Year Recognition
- Brian Barrett
- Erin Maker

Fifteen-Year Recognition
- Nick Bobroff, Community Development Director
- Manny Gonzalez, Senior Parks and Facilities Maintenance Technician
- David Hernandez, Code Compliance Supervisor
- David Huff, Public Works Lead
- Anthony Vega, Maintenance Worker II

Thirty-Five Year Recognition
- Lorena Esparza, Administrative Assistant II

City Manager Ramirez handed out service awards to recognized employees except for Henry Menendez who was unable to attend.

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

Mayor Clark temporarily adjourned the meeting at 6:05 pm.

RECONVENE THE REGULAR MEETING OF THE CITY COUNCIL

Mayor Clark reconvened the meeting at 6:37 pm.

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS

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

CITY MANAGER'S REPORT

a. Senior Services Programming

City Manager Ramirez reported on the Senior Barn Dance.

b. City Employee Updates

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

c. Updates on Capital Improvement Projects

None.

d. Updates on Development Applications

None.

e. Other City/Community Updates

City Manager Ramirez reported on the Junior Lifeguards Program, the Annual Work Plan Meeting #2 scheduled on February 26th, and the tree removal on the 5700 block of Via Real.

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

Councilmember Solórzano recused herself on the Planning Commission Actions due to her residence being within 500 feet of the project voted on at the February 5, 2024 Planning Commission meeting and left the Council Chambers at 6:50 pm.

Community Development Director Bobroff reported on the Planning Commission actions from its meeting of February 5th.

Speakers in-person: Amrita Salm and Mike Wondolowski representing the Carpinteria Valley Association

Speakers via Zoom: Brad Stein

Motion by Councilmember Lee, seconded by Councilmember Nomura, for the City Council to appeal the decision of the Planning Commission at its meeting of February 5, 2024 regarding the 4745 Carpinteria Avenue Mixed Use Development Project. Upon voice vote, the motion carried unanimously with Councilmember Solórzano absent due to her recusal.

Community Development Director Bobroff announced that staff would prepare the staff report packet and return to an upcoming Council meeting.

Councilmember Solórzano returned to the dais at 7:10 pm.

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Speakers in-person: Will Carleton, Ron Seigel (was not present to speak), Stephen Marcussen, Rick Olmstead, Nick Boden, Davis Mersereau, and Luci Rogers

Emails distributed: Amber Kaplan representing the Library Advisory Commission

Community Development Director Bobroff responded to Mr. Boden's comments regarding the process and timeline for his project on Linden Avenue. He also responded to Mr. Carleton's comments regarding the Rincon Multi-Use Trail Project and Mr. Marcussen's comments regarding live entertainment and live music.

City Manager Ramirez also responded to Mr. Marcussen's comments regarding live entertainment, live music, and anonymous service requests.

Mayor Clark recessed to a break at 7:41 pm and reconvened the meeting at 7:47 pm.

CONSENT CALENDAR:

There was no public comment.

Motion by Councilmember Lee, seconded by Councilmember Nomura, to approve the Consent Calendar Item Nos. 5 through 6. Upon voice vote, the motion carried unanimously.

5. Approve the minutes of the regular meeting held January 22, 2024 and the special meeting held January 29, 2024.

6. Receive and file the Expenditures for the period beginning January 15, 2024 and ending February 2 , 2024.

ADMINISTRATIVE MATTERS:

7. Accept Proposal from VIDIFLO, LLC in the Amount of $32,221.37 for Replacement of the Government Access Television (GATV) Equipment.

   Recommendation: Accept Proposal from VIDIFLO, LLC in the amount of $32,221.37 for replacement of the Government Access Television (GATV) equipment. *(This motion requires a roll call vote.)*

City Clerk Barrett presented the staff report.

There was no public comment.

Motion by Councilmember Nomura, seconded by Councilmember Solórzano, to accept the proposal from VIDIFLO, LLC in the amount of $32,221.37 for the replacement of the Government Access Television (GATV) equipment. The roll call vote on the motion was as follows:

AYES: Councilmember Lee, Councilmember Nomura, Councilmember Solórzano,

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

The motion carried unanimously.

8. Request Letter to Cox Communications to Provide Public, Education, and Government (PEG) Channels in Hi-Definition (HD).

Recommendation: Approve and authorize the Mayor to sign a letter to COX Communications requesting COX provide hi-definition (HD) to public, education, and government (PEG) channels.

City Clerk Barrett presented the staff report.

There was no public comment.

Motion by Councilmember Nomura, seconded by Councilmember Solórzano, to approve and authorize the Mayor to sign and transmit a letter to COX Communications requesting COX provide hi-definition (HD) to public, education, and government (PEG) channels. Upon voice vote, the motion carried unanimously.

PUBLIC HEARING:

9. Continuation of Public Hearing for Approval of the Measure A Five-Year Local Program of Projects for Fiscal Years 2024-25 through 2028-29.

Recommendation: Open the public hearing, receive public comment, keep public hearing open, and continue the public hearing for approval of the Measure A Five-Year Local Program of Projects for Fiscal Years 2024-25 through 2028-29 to the March 11, 2024 Council meeting.

Public Works Director Ilasin introduced Management Analyst I Downes who provided the staff report.

Mayor Clark opened the public hearing at 8:01 pm and there was no public comment.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to continue the public hearing for approval of the Measure A Five-Year Local Program of Projects for Fiscal Years 2024-25 through 2028-29 to the March 11, 2024 Council meeting. Upon voice vote, the motion carried unanimously.

10. Approval and adoption of Resolution No. 6290, establishing Renter Relocation Assistance Payment amounts for No-Fault Just Cause Evictions pursuant to Carpinteria Municipal Code (CMC) Chapter 7.04.

    Recommendation: Adopt Resolution No. 6290 (Attachment A), establishing Renter Relocation Assistance Payment amounts for No-Fault Just Cause Evictions pursuant to Carpinteria Municipal Code Chapter 7.04.

Community Development Director Bobroff introduced Principal Planner Fogg who presented the staff report and PowerPoint presentation.

Mayor Clark opened the public hearing at 8:12 pm and being there was no public comment, closed the public hearing at 8:12 pm.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to approve and adopt Resolution No. 6290, establishing Renter Relocation Assistance Payment amounts for No-Fault Just Cause Evictions pursuant to Carpinteria Municipal Code Chapter 7.04. Upon voice vote, the motion carried unanimously.

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

MATTERS CONTINUED FROM PREVIOUS MEETINGS: NONE

OTHER BUSINESS:

11. Approval of standardized design for single-use dog parks within the City of Carpinteria (City), including at Monte Vista Park, and associated budget appropriation.

    Recommendation: Approval of a (1) standardized design for single-use dog parks within the City including for the Monte Vista Pilot Project, and (2) a budget appropriation of $12,000 from the General Fund Reserve to the Park Maintenance Fund for construction of the Monte Vista Pilot Project. *(This motion requires a roll call vote.)*

Management Analyst II Thau and Assistant Engineer Arechiga presented the staff report and PowerPoint presentation.

Speakers in-person: Lorraine McIntire and Van Fleisher both representing C-DOG, and Sandra Duncan

Emails distributed: Mike and Debi Stoker

The City Council provided the following feedback on the fence height and the two recommended locations to consider establishing additional dedicated dog parks:

Councilmember Lee:	Six foot fence; City Hall and Casitas Pass
Councilmember Solórzano:	Six foot fence; Casitas Pass (City Hall location not big enough)
Vice Mayor Alarcon:	Six foot fence; City Hall and Casitas Pass
Councilmember Nomura:	Six foot fence; City Hall and Casitas Pass
Mayor Clark:	Six foot fence; Casitas Pass (City Hall location not big enough)

Motion by Councilmember Lee, seconded by Councilmember Nomura, to approve the standardized design for future single-use dog parks, including the design for the Monte Vista Pilot Project and authorize a budget appropriation of $12,000 from the General Fund Reserve to the Park Maintenance Fund for construction of the Monte Vista Pilot Project.

Management Analyst II Thau sought clarification if Council was approving the design for the shared (small and large dog) dog park or the separated small dog and large dog spaced dog park. The Council approved both designs.

The roll call vote on the motion was as follows:

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

The motion carried unanimously.

12. Approve the first reading of Ordinance No. 777, an Ordinance of the City Council of the City of Carpinteria, amending Carpinteria Municipal Code Section 2.52 pertaining to abandoned and unattended personal property.

    Recommendation: (1) Approve the first reading of Ordinance No. 777, amending CMC Section 2.52, as read by title only; (2) Find that approval and adoption of Ordinance No. 777 is exempt from CEQA pursuant to Sections 15060(c)(2), 15060(c)(3), and 15061(b)(3) of the CEQA Guidelines. *(This motion requires reading of ordinance title and a roll call vote.)*

Legal Counsel Acos and Rennie provided the staff report and PowerPoint presentation.

There was no public comment.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to (1) approve the first reading of Ordinance No. 777, amending CMC Section 2.52, as read by title only; and (2) find that approval and adoption of Ordinance No. 777 is exempt from CEQA pursuant to Sections 15060(c)(2), 15060(c)(3), and 15061(b)(3) of the CEQA Guidelines.

City Clerk Barrett read aloud the ordinance title into the record.

The roll call vote on the motion was as follows:

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

The motion carried unanimously.

LEGISLATIVE UPDATE:

City Manager Ramirez provided the usual attachment from the League of California Cities.

Councilmember Solórzano asked if the City had sent a letter regarding the State ballot initiative. City Manager Ramirez believed a letter had been sent and noted that staff would check and let the Council know.

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

Councilmember Solórzano reported on her attendance at:

- Santa Barbara Metropolitan Transit District Board meeting on February 6th where the Board reviewed mid-year fiscals and second quarter performance reports; noted ridership is up
- Harbor Seal Advisory Committee meeting on January 24th where the Committee reviewed the Harbor Seal Rookery Report of 2023, talked about educational measures such as signs and the Carpinteria Seal Watch website, and discussed beach closure and protection measures
- Councilmember Solórzano was unable to attend BEACON meeting; however, Mayor Clark attended and he noted that discussion was centered on the recent storm results.

Vice Mayor Alarcon reported on her attendance at the Santa Barbara Joint Affordable Housing Task Force and the Santa Barbara County Elected Leaders Forum to Address Homelessness and she would report back at the next Council meeting.

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

All Councilmembers are expected to be in attendance at the February 26th regular City Council meeting.

ADJOURNMENT

Mayor Clark adjourned the meeting at 9:13 pm.

al clark

Al Clark, Mayor

ATTEST:

Brian C. Barrett

Brian C. Barrett, CMC, CPMC
City Clerk

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

In-Person and Virtual

CALL TO ORDER

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

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Wade T. Nomura Councilmember Mónica J. Solórzano Vice Mayor Natalia Alarcon Mayor Al Clark
Staff members present:	Michael Ramirez, City Manager Jena Shoaf Acos, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria Brian C. Barrett, City Clerk Aida Thau, Management Analyst II Olivia Uribe Mutal, Program Manager Stephon Downes, Management Analyst I Robert Howard, Public Works Supervisor Nick Bobroff, Community Development Director John L. Ilasin, Public Works Director

PLEDGE OF ALLEGIANCE

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

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

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

AGENDA MODIFICATIONS: NONE

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS:

1. Proclamation Designating the Month of March 2024 as "Women's History Month". *(Requires approval prior to presentation of proclamation.)*

There was no public comment.

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

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

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

There was no public comment.

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

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

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS

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

CITY MANAGER'S REPORT

a. Senior Services Programming

None.

b. City Employee Updates

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

c. Updates on Capital Improvement Projects

None.

d. Updates on Development Applications

None.

e. Other City/Community Updates

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

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

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

Speakers in-person: Julie Sigwart

PLANNING COMMISSION ACTIONS: NONE

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

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

Emails distributed: Davis Mersereau and Patty Schwartzkopf

CONSENT CALENDAR:

There was no public comment.

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

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

The motion carried unanimously.

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

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

5. Receive and file the Report of Contracts Executed by the City Manager for the Period of January 16, 2024 through February 19, 2024.

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

7. Adopt Ordinance No. 777 (second reading), amending Carpinteria Municipal Code Section 2.52 pertaining to abandoned and unattended personal property. *(This motion requires a roll call vote.)*

8. Adopt Resolution No. 6291, amending Resolution No. 6152 regarding the City Manager's Designation of a City Manager Pro Tempore during periods of time when the City Manager makes such designations.

ADMINISTRATIVE MATTERS:

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

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

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

There was no public comment.

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

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

The motion carried unanimously.

PUBLIC HEARING: NONE

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

MATTERS CONTINUED FROM PREVIOUS MEETINGS: NONE

OTHER BUSINESS:

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

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

Program Manager Uribe Mutal presented the staff report.

There was no public comment.

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

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

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

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

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

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

The motion carried unanimously.

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

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

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

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

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

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

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

The Council had no modifications under Goal #1.

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

There was no public comment.

There was consensus amongst the Council to:

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

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

There was no public comment.

The Council had no modifications under Goal #3.

Primary Goal #4 – Strengthen the Community Institution Collaboration

Speakers in-person: Amrita Salm

Speakers via Zoom: Debbie Nomura

There was consensus amongst the Council to:

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

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

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

There was consensus amongst the Council to:

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

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

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

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

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

The motion carried unanimously.

LEGISLATIVE UPDATE:

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

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

Councilmember Solórzano reported on:

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

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

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

ADJOURNMENT

Mayor Clark adjourned the meeting at 8:17 pm.

al clark

Al Clark, Mayor

ATTEST:

Brian C. Barrett

Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria
City Council Minutes
Regular Meeting
Monday, March 11, 2024

In-Person and Virtual

CALL TO ORDER

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

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Wade T. Nomura (present via Zoom) Councilmember Mónica J. Solórzano Vice Mayor Natalia Alarcon Mayor Al Clark
Staff members present:	Michael Ramirez, City Manager Mack Carlson, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria Ben Markham, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria Brian C. Barrett, City Clerk Erin Maker, Environmental Program Manager Nick Bobroff, Community Development Director Marysol Smith, Associate Planner Syndi Souter, Senior Planner Megan Musolf, Assistant Planner Mindy Fogg, Principal Planner Stephon Downes, Management Analyst I John L. Ilasin, Public Works Director Olivia Uribe Mutal, Program Manager

PLEDGE OF ALLEGIANCE

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

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

Legal Counsel Carlson announced that Councilmember Nomura has requested to participate in this meeting remotely under AB 2449 and he asked Councilmember Nomura if he was available on Zoom. Councilmember Nomura replied that he was available on Zoom and announced that his request for remote participation has to do with his popping a few ribs and having difficulty walking.

Legal Counsel Carlson asked Councilmember Nomura if anyone over 18 years old was present at the remote location and his relationship to them. Councilmember Nomura responded that he was the only person present at the remote location.

Legal Counsel Carlson stated that that a quorum was present at the Council Chambers.

Legal Counsel Carlson stated that Councilmember Nomura has not exceeded the annual limit for "just cause" purposes.

Legal Counsel Carlson stated that remote participation and a two-way audiovisual platform has been provided to the public for the remote attendance of the Council meeting.

Based on the above findings, Legal Counsel Carlson recommended the Council approve Councilmember Nomura's request for remote participation under AB 2449.

Motion by Councilmember Nomura, seconded by Vice Mayor Alarcon, to approve Councilmember Nomura's request for remote participation under AB 2449. Upon voice vote, the motion carried unanimously.

AGENDA MODIFICATIONS: NONE

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS:

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

There was no public comment.

Motion by Councilmember Solórzano, seconded by Councilmember Lee, to approve the Proclamation Designating the Month of April 2024 as "Carpinteria Beautiful Month". Upon voice vote, the motion carried unanimously.

Mayor Clark and the Council presented the proclamation to members of Carpinteria Beautiful. Donna Jordan and Bryan Mootz provided remarks.

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

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

RECONVENE THE REGULAR MEETING OF THE CITY COUNCIL

Mayor Clark reconvened the meeting at 5:49 pm.

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS

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

CITY MANAGER'S REPORT

a. Senior Services Programming

City Manager Ramirez reported on the upcoming Advanced Care Planning Workshop and the older adult nutrition program offered by The Food Bank of Santa Barbara County.

b. City Employee Updates

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

c. Updates on Capital Improvement Projects

None.

d. Updates on Development Applications

None.

e. Other City/Community Updates

City Manager Ramirez announced the two upcoming special City Council meetings:

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

City Manager Ramirez mentioned Community Development staff would provide a presentation on Accessory Dwelling Units (ADUs) on Saturday, March 16th at 1:00 pm at the Carpinteria Community Library.

Environmental Program Manager Maker presented a PowerPoint presentation on sediment deposition.

Community Development Director Bobroff related that the General Plan Update Committee would begin meeting again on Monday, March 18th at 5:30 pm in the Council Chambers and he outlined the purpose of the Committee.

Speakers via Zoom: Julia Mayer

City Manager Ramirez responded to Ms. Mayer's comments.

PLANNING COMMISSION ACTIONS:

Community Development Director Bobroff reported on the Planning Commission Actions from its meeting on March 4th.

There was no public comment.

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Speakers in-person: Rick Olmstead, Theresa Simber, Mark Rock (spoke on Item No. 8), Cheryl Wright representing Island Brewing Company, Paul Wright representing Island Brewing Company, André Jackson representing Corktree Cellars, and Julie Sigwart

Emails distributed: Brandon Martinez-Avina, David Sigman, and Anonymous

Community Development Director Bobroff responded to comments from Mr. Rock, the Wrights, and Ms. Jackson.

City Manager Ramirez responded to comments regarding live entertainment.

CONSENT CALENDAR:

There was no public comment.

Motion by Councilmember Lee, seconded by Councilmember Nomura, to approve the Consent Calendar Item Nos. 2 through 5. Upon voice vote, the motion carried unanimously.

2. Approve the minutes of the regular meeting held February 26, 2024.

3. Receive and file the Expenditures for the period beginning February 19, 2024 and ending March 1, 2024.

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

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

ADMINISTRATIVE MATTERS:

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

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

Associate Planner Smith provided the staff report and PowerPoint presentation.

Speakers in-person: Tessa Ortega representing Girls Inc. and Jane Benefield

Motion by Councilmember Lee, seconded by Vice Mayor Alarcon, to allocate the 2024-2025 CDBG Public Services Grant funding equally between the programs of Peoples' Self-Help Housing and Girls Inc., as recommended by the CDBG Committee. The roll call vote on the motion was as follows:

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

The motion carried unanimously.

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

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

Senior Planner Souter provided the staff report and PowerPoint presentation.

Speakers in-person: Scott Barash and Julia Mayer

Emails distributed: Sandra Duncan

Motion by Councilmember Solórzano, seconded by Vice Mayor Alarcon, to accept the 2023 Housing Element Annual Progress Report and direct the Community Development Director to submit the report to HCD. Upon voice vote, the motion carried unanimously.

PUBLIC HEARING:

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

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

Principal Planner Fogg and Assistant Planner Musolf presented the staff report and PowerPoint presentation. Legal Counsel Markham and Carlson assisted in the presentation and took questions from the Council.

Mayor Clark opened the public hearing at 7:39 pm.

Speakers in-person: Javier Garnica representing Future Leaders of America, Santiago Segovia representing Santa Barbara County Public Health Department, Daniel Gonzalez representing Future Leaders of America, Ivan Vega representing Future Leaders of America, Jose Martin representing Future Leaders of America, Julianna Ornelas representing Future Leaders of America, Crystal Echeverria representing Future Leaders of America, Jesselyn Banos representing Future Leaders of America, and Sindy Zavala representing Future Leaders of America

Emails distributed: Lynn Ransom, Sheralyn Rock, Amy Woodward, Anonymous, and Robert Denholtz

Mayor Clark closed the public hearing at 7:58 pm.

The Council was in agreement to the following in regards to the Proposed Ordinance No. 778:

- Research on funding/financing to assist in the enforcement process
- Keep the enforcement as it is presented and get more information on material breach of lease
- Exclude medical cannabis

- Reasonable distance described as the maximum distance possible or practicable and should generally be 25 feet and omit the five foot minimum
- Add a protection for undocumented residents
- Exclude Mobile Home Parks

Community Development Bobroff inquired if the Council would like staff to incorporate Mr. Segovia's comments about the following:

- Updating smoking regulations to reflect SB 626 and ban on hotels/motels
- Increase the tobacco retailer's license to $600 to make it more competitive with other jurisdictions and fund educational efforts
- Revisit how appealed cases are handled with the City Attorney's Office (likely has to do with appealed tobacco retailer's licenses) which staff hasn't looked at

There was consensus of the Council to incorporate Mr. Segovia's comments into proposed Ordinance No. 778.

Motion by Councilmember Lee, seconded by Councilmember Solórzano, to direct staff to come back with a future agenda item dealing with the Council's suggestions as presented. Upon voice vote, the motion carried unanimously.

Mayor Clark recessed to a break at 8:18 pm and reconvened the meeting at 8:30 pm.

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

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

Management Analyst I Downes provided the staff report and PowerPoint presentation.

Mayor Clark opened the public hearing at 8:36 pm and being there was no public comment, closed the public hearing at 8:37 pm.

Motion by Councilmember Solórzano, seconded by Councilmember Lee, to adopt Resolution No. 6292, as read by title only, approving the Measure A Five-Year Local Program of Projects and authorizing submittal by the Public Works Director to the Santa Barbara County Association of Governments. Upon voice vote, the motion carried unanimously.

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

MATTERS CONTINUED FROM PREVIOUS MEETINGS: NONE

OTHER BUSINESS:

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

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

Councilmember Nomura recused himself from this item due to a potential conflict of interest as his wife Debbie Nomura is the Executive Director for the Alcazar Theater and is on the payroll there and noted he would be abstaining from participation in Agenda Item No. 10 and turned off his video at 8:38 pm.

Legal Counsel Carlson clarified that Government Code 1090 proposes certain requirements whether or not a local agency may enter into contractual arrangements including the designation of grant funds to a Councilmember or someone the Councilmember is affiliated with. In this case, Legal Counsel Carlson stated that Councilmember Nomura's partner is the Executive Director for the Alcazar Theater and there is an exception to the conflicts under Government Code 1090, in Section 1091(b)1 that applies here and the Council could still award a grant to the Alcazar Theater, if it so chooses.

Program Manager Uribe Mutal presented the staff report and PowerPoint presentation.

Speakers in-person: Kristina Calkins, Debbie Nomura, and Jane Benefield

Motion by Councilmember Solórzano, seconded by Councilmember Lee, to fund the Chalk Up Carpinteria request of $8,000 and the Alcazar Theater request of $9,750.

Vice Mayor Alarcon noted that the Alcazar Theater's request is actually two requests each for $9,750. She also recommended that the Council support one of the Alcazar Theater's requests and when the funding is open to everyone, the Alcazar Theater could put in their other request.

Councilmember Solórzano amended the motion to fund the Chalk Up Carpinteria request of $8,000 and to fund one of the requests of the Alcazar Theater of $9,750 and let the Alcazar Theater choose which request to be funded. Councilmember Lee seconded the amended motion.

The roll call vote on the amended motion was as follows:

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

The motion carried.

Motion by Mayor Clark, seconded by Vice Mayor Alarcon, to direct staff to advertise and receive applications for potential allocation of remaining FY 23/24 CSSG funds, and direct that funding be limited to new organizations and/or community events that support City Council priorities or address emergent needs, and allow the Alcazar Theater to apply again. The roll call vote on the motion was as follows:

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

The motion carried.

Mayor Clark asked if Councilmember Nomura could participate in the remaining motions. Legal Counsel Carlson said that Councilmember Nomura could participate on the remaining motions. Councilmember Nomura turned on his video at 9:29 pm and stated he would like to consider recusal for the entire agenda item and turned off his video at 9:29 pm.

Motion by Councilmember Solórzano, seconded by Councilmember Lee, to direct staff to establish four grant categories for future CSSG funding beginning FY 24/25, including: COMMUNITY COLLABORATION, SOCIAL SERVICES, COMMUNITY EVENTS, AND CITY COUNCIL INITIATIVES/EMERGENT NEEDS. The roll call vote on the motion was as follows:

AYES:	Councilmember Lee, Councilmember Solórzano, Vice Mayor Alarcon, and Mayor Clark
NOES:	None
ABSENT:	Councilmember Nomura (recused)

ABSTAIN: None

The motion carried.

Motion by Councilmember Solórzano, seconded by Councilmember Lee, to direct staff to establish separate grant application requirements for grant amounts equal to or less than $10,000. The roll call vote on the motion was as follows:

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

The motion carried.

Councilmember Nomura turned his video on and returned to the meeting at 9:35 pm.

LEGISLATIVE UPDATE: NONE

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

Councilmember Solórzano reported on:

- The next BEACON meeting is this Friday in the Council Chambers.
- Santa Barbara Metropolitan Transit District Board met last week and reinstated the Downtown Waterfront Shuttle Service in Santa Barbara on a temporary basis from Memorial Day to Labor Day.
- South Coast Youth Safety Partnership met on February 28th and discussed the gun possession outside Carpinteria High School, updates from Carpinteria Unified School District on afterschool programming at the Middle/High Schools, and updates from community partners on efforts about youth safety and engagement.
- Ad Hoc Harbor Seal Advisory Committee met on February 28th and received the Harbor Seal Rookery Report, looked at local versus regional impacts for declining numbers in seals, reviewed the current ordinance, and had an update on seal watch data.

Mayor Clark inquired about a future agenda item regarding Councilmember compensation. City Manager Ramirez replied that this item would be heard at one of the next two regular Council meetings.

Mayor Clark noted the recent process for the Council to select the Volunteer of the Year and recommended a separate Committee of two Councilmembers and some other people from the town choose the Volunteer of the Year and the Council to accept.

There was consensus amongst the Council to direct staff to bring back a future agenda item on the Volunteer of the Year selection process.

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

All Councilmembers are expected to be in attendance at the March 25th regular City Council meeting.

ADJOURNMENT

Mayor Clark adjourned the meeting at 9:41 pm.

Al Clark, Mayor

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria
City Council Minutes
Special Meeting
Tuesday, March 19, 2024

In-Person and Virtual

CALL TO ORDER

Mayor Clark called the meeting to order at 5:30 pm.

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Wade T. Nomura Councilmember Mónica J. Solórzano Vice Mayor Natalia Alarcon Mayor Al Clark
Staff members present:	Michael Ramirez, City Manager Brian C. Barrett, City Clerk Licette Maldonado, Administrative Services Director John L. Ilasin, Public Works Director

PLEDGE OF ALLEGIANCE

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

CITY COUNCIL BUSINESS:

The City Council met to consider the following items:

1. Review of the Mid-Year Budget Report and making related adjustments to appropriations.

   Recommendation: Accept the Mid-Year Budget Report and approve adjustments to the budget as summarized in Attachment B. *(This motion requires a roll call vote.)*

Administrative Services Director Maldonado presented the staff report and PowerPoint presentation and she noted a correction had been made to the first bullet under the Park Maintenance Fund Summary on page 4 of the staff report.

There was no public comment.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to accept the Mid-Year Budget Report and approve amendments to the adopted budget as provided for in Attachment B. The roll call vote on the motion was as follows:

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

The motion carried unanimously.

2. Capital Improvement Plan Study Session.

   Recommendation: Direct staff in prioritizing capital projects for the ensuing Fiscal Year 2024/25 Capital Improvements Program Budget.

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

Speakers in-person: Susan Allen

There was Council consensus to direct staff to prioritize the following capital improvement projects as first priority:

1. 2022 Pavement Rehabilitation
2. 2023 Pavement Maintenance and Rehabilitation
3. Via Real Stormwater
4. Carpinteria Avenue Bridge Replacement
5. Former Venoco Oil Pipeline #0470 Abandonment

There was Council consensus to direct staff to prioritize the following capital improvement projects as secondary priority:

1. Franklin Creek Trail Improvement
2. Carpinteria High School Area Crosswalk Safety Improvement
3. Linden Avenue Improvements – Carpinteria Avenue to Linden Avenue Overcrossing
4. Concha Park
5. Rincon Multi-Use Trail

ADJOURNMENT

Mayor Clark adjourned the meeting at 7:59 pm.

Al Clark, Mayor

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria
City Council Minutes
Regular Meeting
Monday, March 25, 2024

In-Person and Virtual

CALL TO ORDER

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

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Wade T. Nomura Councilmember Mónica J. Solórzano Vice Mayor Natalia Alarcon Mayor Al Clark
Staff members present:	Michael Ramirez, City Manager Mack Carlson, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria Brian C. Barrett, City Clerk Nick Bobroff, Community Development Director Stephon Downes, Management Analyst I Teresa Ilasin, Management Analyst II

PLEDGE OF ALLEGIANCE

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

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

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

AGENDA MODIFICATIONS: NONE

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS:

Motion by Councilmember Nomura, seconded by Councilmember Lee, to approve the Proclamation Designating April 2024 as DMV/Donate Life Month, the Proclamation Designating the Week of April 2 – 8, 2024, as "International Dark Sky Week", the

Proclamation Designating April 2024 as Carpinteria Business Month, and the Proclamation Celebrating the 65th Anniversary of the Carpinteria Awards Banquet. Upon voice vote, the motion carried unanimously.

1. Proclamation Designating April 2024 as DMV/Donate Life Month. *(Requires approval prior to presentation of proclamation.)*

There was no public comment.

The Mayor and Council presented the proclamation to Scott Burns representing Donate Life California and Tom Mone representing Donate Life California Donor Registry and One Legacy. Mr. Burns and Mr. Mone provided remarks.

2. Proclamation Designating the Week of April 2 – 8, 2024, as "International Dark Sky Week". *(Requires approval prior to presentation of proclamation.)*

There was no public comment.

The Mayor and Council presented the proclamation to members of the Carpinteria Valley Association. Mike Wondolowski representing Carpinteria Valley Association provided remarks.

3. Proclamation Designating April 2024 as Carpinteria Business Month. *(Requires approval prior to presentation of proclamation.)*

There was no public comment.

The Mayor and Council presented the proclamation to the Santa Barbara South Coast Chamber of Commerce. Kristen Miller and Dustin Hoiseth, both representing the Santa Barbara South Coast Chamber of Commerce provided remarks.

4. Proclamation Celebrating the 65th Anniversary of the Carpinteria Awards Banquet. *(Requires approval prior to presentation of proclamation.)*

There was no public comment.

The Mayor and Council presented the proclamation to members of the Carpinteria Community Association. Karen Graf representing the Carpinteria Community Association provided remarks.

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS

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

CITY MANAGER'S REPORT

a. Senior Services Programming

City Manager Ramirez reported on the Senior Saturday Excursions and the AgeWell Facebook Account.

b. City Employee Updates

City Manager Ramirez reported on current City recruitments.

c. Updates on Capital Improvement Projects

None.

d. Updates on Development Applications

None.

e. Other City/Community Updates

City Manager Ramirez reported on Community Service Support Grants, the Klentner Mixed-Use Project Appeal Hearing, and the Carpinteria Bluffs Restoration. Community Development Director Bobroff reported on the County of Santa Barbara Housing Element.

There was no public comment.

PLANNING COMMISSION ACTIONS: NONE

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Speakers in-person: Dr. Lee Heller, Brad Stein, Fred Shaw representing HopeNet, and Louis Torres representing Lantern Tree Books

Emails distributed: Gary Campopiano, Davis Mersereau, Brandon Martinez-Avina, Drew Ochsner, Elijah Whitney, Dylan Skarston, Harrison Wilkinson, Lily Dallow, Mitchell (no last name given), Anonymous, Cristian Vazquez, and Brad Stein

CONSENT CALENDAR:

There was no public comment.

Motion by Councilmember Lee, seconded by Councilmember Nomura, to approve the Consent Calendar Item Nos. 5 through 12. Upon voice vote, the motion carried unanimously.

5. Approve the minutes of the regular meeting held March 11, 2024 and the special meeting held March 19, 2024.

6. Receive and file the Expenditures for the period beginning March 4, 2024 and ending March 15, 2024.

7. Receive and file the Report of Contracts Executed by the City Manager for the Period of February 20, 2024 through March 18, 2024.

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

9. Adopt Resolution No. 6296, as read by title only, directing the City Manager to prepare an assessment report for the consideration of continuing Street Lighting District No. 1 for the Fiscal Year 2024-25.

10. Adopt Resolution No. 6297, as read by title only, ordering the preparation of a report describing the financial status of the District and recommending assessments for Fiscal Year 2024-25 for Carpinteria Lighting, Landscaping and Right of Way Improvement District No. 3.

11. Adopt Resolution No. 6298, ordering a report by the Downtown "T" Business Advisory Board for the purpose of continuing assessments for the Carpinteria Parking and Business Improvement Area Assessment District No. 4 for Fiscal Year 2024-25.

12. Adopt Resolution No. 6299, as read by title only, ordering the preparation of a report describing the Winter Protection Berm Program and associated assessment and continue the Winter Protection Berm Assessment District No. 5 for Fiscal Year 2024-25.

ADMINISTRATIVE MATTERS:

13. Adoption of Resolution No. 6300, Approving Appointments to, and a Removal from, the Downtown "T" Business Advisory Board.

    Recommendation: Adopt Resolution No. 6300, approving appointments to, and a removal from, the Downtown "T" Business Advisory Board.

Management Analyst I Downes presented the staff report.

Appointees Andre Jackson and Louis Torres provided additional remarks to the Council. Appointee Kevin Murphy was unable to attend.

Speakers in-person: Lorraine McIntire and Michelle Carlen both representing the Downtown "T" Business Advisory Board

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to adopt Resolution No. 6300, as read by title only, approving the appointment of Andre Jackson as an assessment-paying member to the Downtown "T" Business Advisory Board and appointment of Kevin Murphy and Louis Torres as alternate assessment-paying members to the Downtown "T" Business Advisory Board; and remove Warner Ebbink as an alternate assessment-paying member due to consecutive unexcused absences. Upon voice vote, the motion carried unanimously.

14. Approval of the Agreement between the City of Carpinteria and The South Coast Community Media Access Center (CMAC dba TV Santa Barbara).

    Recommendation: Approve the Agreement between the City of Carpinteria and The South Coast Community Media Access Center. *(This motion requires a roll call vote.)*

City Clerk Barrett provided the staff report.

There was no public comment.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to authorize the Mayor to sign the Agreement between the City of Carpinteria and The South Coast Community Media Access Center. The roll call vote on the motion was as follows:

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

The motion carried unanimously.

15. Amendment to the City's CalPERS Contract.

    Recommendation: (1) Adopt Resolution No. 6301, Resolution of Intention and (2) Approve Ordinance No. 779, as read by title only (first reading). *(Require reading of ordinance title and a roll call vote.)*

Management Analyst II Ilasin presented the staff report.

There was no public comment.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to adopt Resolution No. 6301 and approve Ordinance No. 779, on the first reading, as read by title only, and continue the second reading for adoption to the April 22, 2024 Council meeting.

City Clerk Barrett read aloud the title of Ordinance No. 779 into the record.

The roll call vote on the motion was as follows:

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

The motion carried unanimously.

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:

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

    Recommendation: Receive an update on the status of the City's Live Entertainment Licensing program, receive public comment, and provide direction to staff on revisions to the Live Entertainment Licensing program.

Community Development Director Bobroff presented the staff report and PowerPoint presentation.

Speakers in-person: Bill Wellman, Bryan Mootz, Paul Wright representing Island Brewing Company, Andre Jackson representing Corktree Cellars, Will Breman, Sandy Dorfman, Carrie Smith, Mark Matthews, Cheryl Wright representing Island Brewing Company, Leora Wien, Robin Karlsson, Lorraine McIntire, Michael McMahon, Curtis Lopez, Bonnie Yonker, Suzan Kozman, Steve Kozman, Michelle Carlen, Rosa Markolf, John Thomas and Monica Thomas, Julie Sigwart, Jared Lettow, Eileen Marcussen, Stephen Marcussen, Debbie Murphy, Liam Moran, Lisa Starr, and Andrew Fedders

Speakers via Zoom: Aja Forner, Andy Patrick, Julia Mayer, and Steve Jarmie

Emails distributed: Eileen and Stephen Marcussen, Mike Stoker, Cheryl Wright, Mika Kinney, Tim Latham, Chris Wehling, Mark Rose, Nikki Wilmore, Emily Chisum, Kari Monk, Tom Walsh, Dana Silecchio, Will Carleton, Martin Aguilar, Joanne Latham, Beau Wilding, Leanne Rose, Michelle Meier, Nancy & Rick Rentler, Mark Matthews, Danielle Andrea, Jeffrey Renlie, and Susan Everett

Mayor Clark recessed to a break at 9:01 pm and reconvened the meeting at 9:11 pm.

Motion by Councilmember Nomura, seconded by Councilmember Solórzano, to direct staff to amend the City's live entertainment provisions in order to accommodate outdoor music following the expiration of the City's temporary COVID program. Upon voice vote, the motion carried unanimously.

Community Development Director Bobroff noted the following changes from the Council related to the Administrative Entertainment License Conditions:

- 9 pm curfew on weekdays (for both indoor and outdoor music)
- 10 pm curfew on weekends and holidays (still some uncertainty on whether holidays is the day before, the day of or both)
- Not going to rely on any decibel or distance type standards for now
- Cap of no more than six hours cumulatively of live music on weekdays and no more than 9 hours on weekends with the similar holiday language
- Doing away with the three-strike rule for revocation of license and instead rely on the City's administrative citation powers

City Manager Ramirez sought clarification on whether the cumulative number of hours for the weekdays and weekends was specific to outdoor music or indoor music. The Council specified outdoor music.

Motion by Councilmember Solórzano, seconded by Councilmember Lee, to direct staff to incorporate the changes noted by the Council related to the Administrative License Conditions. Upon voice vote, the motion carried unanimously.

City Manager Ramirez discussed the nuances between using the word "enclosed" versus "indoors". The City Council decided to leave it to staff to determine the exact language.

LEGISLATIVE UPDATE:

Councilmember Solórzano requested a list of letters sent by the Council in the past year.

Councilmember Nomura suggested staff create a separate list of upcoming bills of interest from the League of California Cities that specifically affect Carpinteria versus the others that would have minimal to no impact.

Councilmember Lee asked staff to explore Dr. Heller's request from Public Comment on Matters Not on the Agenda. Dr. Heller's request included advertising dogs for foster homes and finding foster homes, bring more community attention through City staff and volunteers, and have City's Volunteer Coordinator reach out to find volunteers for fostering, social media networking, and walking dogs. The Council did not provide direction to staff on Councilmember Lee's request.

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

Councilmember Solórzano reported on her attendance at:

- BEACON meeting last week where the Board discussed an increase to voting membership dues to provide additional revenue to BEACON; received a presentation from the Science Advisory Committee Co-chairs on their plans for 2024 activities, and the BEACON Board approved payment of an invoice to CSUCI to help initiate review of a coastal resource center.
- Santa Barbara Metropolitan Transit District Board meeting last week where the Board renewed their ADA paratransit services master agreement with Easy Lift and put out their draft service plan for the upcoming fiscal year and doing community outreach on that plan to get feedback from cities in terms of what they want from bus use, what the gaps are, and they'll come to our library at a to-be-determined date. She noted that the Board is also facing a fiscal cliff due to the change to a large urban zone.

ADJOURNMENT

Mayor Clark adjourned the meeting at 10:05 pm.

Al Clark, Mayor

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria
City Council Minutes
Special Meeting
Tuesday, March 26, 2024

In-Person and Virtual

CALL TO ORDER

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

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Wade T. Nomura Councilmember Mónica J. Solórzano Vice Mayor Natalia Alarcon Mayor Al Clark
Staff members present:	Michael Ramirez, City Manager Mack Carlson, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria Brian C. Barrett, City Clerk Nick Bobroff, Community Development Director Brian Banks, Principal Planner

PLEDGE OF ALLEGIANCE

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

PUBLIC HEARING:

The City Council held a public hearing on the following matter:

1. Consideration of an appeal of the Planning Commission's decision to approve Project 23-2221-DP/CDP/ARB, for a Development Plan and Coastal Development Permit to allow redevelopment of the property at 4745 Carpinteria Avenue (currently occupied by Sun Coast Rentals) into a new three-story mixed-use (commercial / residential) development consisting of a 24-unit, 31,026 square foot apartment complex built around and atop a ground-level 22,198 square foot concrete parking podium, and a 4,044 square foot two-story commercial building fronting Carpinteria Avenue, under the provisions of the Commercial Planned

Development ("CPD") and Planned Residential Development ("PRD-13") Zone Districts; and approval of an Exemption pursuant to §15332 of the California Environmental Quality Act ("CEQA") Guidelines. The project is located at 4745 Carpinteria Avenue and is identified as Assessor's Parcel No. 003-251-021.

Recommendation: Adopt the attached Resolution with Findings for Approval of Project 23-2221-DP/CDP/ARB, thereby approving the project; and accept a categorical exemption pursuant to §15332 of the CEQA Guidelines.

Councilmember Solórzano recused herself from this meeting as she has a real property conflict of interest and left the Council Chambers at 5:32 pm and did not return for the remainder of the meeting.

Community Development Director Bobroff and Principal Planner Banks presented the staff report and PowerPoint presentation.

Legal Counsel Carlson asked the Council to report any ex parte disclosures.

Councilmember Lee exchanged email with the developer last week.

Mayor Clark met with the developer on the site and the developer explained the project to him.

Vice Mayor Alarcon did a tour of the City with City Manager Ramirez on January 26, 2024 and they stopped by the property on the Ninth Street side.

Councilmember Nomura made no contact; however, he did share an exchange through a tv reporter where he got some information which was what the public heard.

Michael Stroh with DMHA Architecture, Wiley Uretz with Reetz, Fox & Bartlett LLP, and Justin Klentner, developer and builder provided the applicant's PowerPoint presentation.

Mayor Clark opened the public hearing at 7:19 pm.

Speakers in-person: Leslie Gascoigne, Mike Wondolowski representing Carpinteria Valley Association, Katherine Salant (provided PowerPoint presentation authorized by the Mayor), Don Risdon, John Nicoli representing Arbor Trailer Park, Bob Franco, Suzanne Garrett, Amrita Salm, Xy Van Antwerp, David Samenyago, Melanja Jones, Giti White, Patrick O'Connor, Patrick Crooks, John Gonzalez, Joseph Viens, Fred Shaw, O'Hara Haggerty, and Katherine Salant (again)

Emails distributed: Wiley Uretz with Reetz, Fox & Bartlett LLP, representing Justin Klentner, Brandon Martinez-Avina, Gina Tolleson, Brolin Parris, Mitchell (no last name provided), Cristian Vazquez, Drew Ochsner, Dylan Skarston, Elijah Whitney, Harrison Wilkinson, Lily Dallow, Anonymous, Brad Stein, Katherine Salant

Mayor Clark closed the public hearing at 8:09 pm.

Motion by Councilmember Lee, seconded by Councilmember Nomura, that the City Council adopt Resolution No. 6295 and the attached Findings for Approval of Project 23-2221-DP/CDP/ARB, thereby approving the project; and accepting a categorical exemption pursuant to §15332 of the CEQA Guidelines.

Mayor Clark asked if the motion included a reduction in building height of 17 inches and one very low-income unit.

Councilmember Lee modified the motion that the City Council adopt Resolution No. 6295 and the attached Findings for Approval of Project 23-2221-DP/CDP/ARB, thereby approving the project; and accepting a categorical exemption pursuant to §15332 of the CEQA Guidelines and include a reduction in building height of 17 inches and one very low-income unit. Councilmember Nomura seconded the modified motion.

The voice vote on the modified motion was unanimous with Councilmember Solórzano absent due to her recusal.

ADJOURNMENT

Mayor Clark adjourned the meeting at 8:38 pm.

al clark
Al Clark, Mayor

ATTEST:

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

City of Carpinteria
City Council Minutes
Regular Meeting
Monday, April 8, 2024

In-Person and Virtual

CALL TO ORDER

Mayor Clark called the meeting to order at 5:37 pm.

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Mónica J. Solórzano Vice Mayor Natalia Alarcon Mayor Al Clark
Councilmembers absent:	Councilmember Wade T. Nomura
Staff members present:	Michael Ramirez, City Manager Jena Shoaf Acos, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria Brian C. Barrett, City Clerk Nick Bobroff, Community Development Director John L. Ilasin, Public Works Director Stephon Downes, Management Analyst I Gilbert Punsalan, Finance Manager Teresa Ilasin, Management Analyst II

PLEDGE OF ALLEGIANCE

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

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

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

AGENDA MODIFICATIONS: NONE

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS:

1. Proclamation Celebrating the 15th Anniversary of the Rotary Club of Carpinteria Talent Showcase. *(Requires approval prior to presentation of proclamation.)*

There was no public comment.

Motion by Councilmember Lee, seconded by Vice Mayor Alarcon, to approve the Proclamation Celebrating the 15th Anniversary of the Rotary Club of Carpinteria Talent Showcase. Upon voice vote, the motion carried unanimously with Councilmember Nomura absent.

Mayor Clark and the Council presented the proclamation to Rotary Club members. Roland Rotz and David Powdrell both representing the Rotary Club provided remarks.

2. Proclamation Designating April 2024 as Fair Housing Month. *(Requires approval prior to presentation of proclamation.)*

There was no public comment.

Motion by Councilmember Lee, seconded by Vice Mayor Alarcon, to approve the Proclamation Designating April 2024 as Fair Housing Month. Upon voice vote, the motion carried unanimously with Councilmember Nomura absent.

Mayor Clark and the Council presented the proclamation to Andrea Bifano, Rental Housing Mediation Supervisor with the City of Santa Barbara. Ms. Bifano provided remarks.

3. Proclamation Designating the Week of April 7 – 13, 2024 as "National Library Week". *(Requires approval prior to presentation of proclamation.)*

There was no public comment.

Motion by Councilmember Lee, seconded by Vice Mayor Alarcon, to approve the Proclamation Designating the Week of April 7 – 13, 2024 as "National Library Week". Upon voice vote, the motion carried unanimously with Councilmember Nomura absent.

Mayor Clark and the Council presented the proclamation to members of the City's Library Advisory Commission. Library Advisory Commission Chair Glynn Birdwell provided remarks.

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

Mayor Clark temporarily adjourned the meeting at 6:00 pm.

RECONVENE THE REGULAR MEETING OF THE CITY COUNCIL

Mayor Clark reconvened the meeting at 6:11 pm.

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS

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

CITY MANAGER'S REPORT

a. Senior Services Programming

City Manager Ramirez reported on the upcoming ribbon cutting ceremony for the Monte Vista Off Leash Dog Park.

b. City Employee Updates

City Manager Ramirez provided an update on current recruitments.

c. Updates on Capital Improvement Projects

None.

d. Updates on Development Applications

Community Development Director Bobroff reported that the story poles for the Lagunitas Mixed Use Development at 6380 Via Real have gone up.

e. Other City/Community Updates

City Manager Ramirez reported on an upcoming Compost Workshop and noted that the dates of the event had been corrected to April 13th and 20th.

Community Development Director provided an update on the Santa Barbara County Housing Element.

Public Works Director Ilasin provided an update on FEMA Preliminary Flood Insurance Rate Maps.

Speakers in-person: Rogelio Delgado

Motion by Councilmember Lee, seconded by Vice Mayor Alarcon, to approve the City Manager's Report. Upon voice vote, the motion carried unanimously with Councilmember Nomura absent.

PLANNING COMMISSION ACTIONS:

Community Development Director Bobroff reported on the Planning Commission Actions from its meeting on April 1st.

There was no public comment.

Motion by Councilmember Lee, seconded by Vice Mayor Alarcon, to approve the Planning Commission Actions. Upon voice vote, the motion carried unanimously with Councilmember Nomura absent.

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Speakers in-person: Rogelio Delgado, Amrita Salm representing HopeNet of Carpinteria and self, and Patrick O'Connor

Speakers via Zoom: Dianne Black representing the League of Women Voters of Santa Barbara

Emails distributed: Kristen Fuerst, Kelli Butler, and Marilyn Jenkins

CONSENT CALENDAR:

There was no public comment.

Motion by Councilmember Lee, seconded by Councilmember Solórzano, to approve the Consent Calendar Item Nos. 4 through 6. Upon voice vote, the motion carried unanimously with Councilmember Nomura absent.

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

5. Adopt Resolution Nos. 6302, 6303, 6304, and 6305, congratulating the Carpinterian of the Year for 2023, the Junior Carpinterian of the Year for 2023, the Volunteer of the Year for 2023, and the Outstanding Community Business of 2023, respectively.

6. Approve and adopt Resolution No. 6307, declaring certain City-owned property/equipment as surplus assets and authorizing disposal.

ADMINISTRATIVE MATTERS:

7. Resolution No. 6306, Approving the Road Maintenance and Rehabilitation Account Fiscal Year 2024-25 Project List.

Recommendation: Adopt Resolution No. 6306, approving the Road Maintenance and Rehabilitation Account Fiscal Year 2024-25 Project List.

Management Analyst I Downes presented the staff report and PowerPoint presentation.

Speakers in-person: Julie Sigwart

Motion by Councilmember Solórzano, seconded by Councilmember Lee, to adopt Resolution No. 6306, as read by title only. The roll call vote on the motion was as follows:

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

The motion carried.

8. Second Amendment to the Cooperative Agreement with the Santa Barbara County Association of Governments for Carpinteria Circulation Improvement Funds.

Recommendation: Authorize the Mayor to sign the Second Amendment to the Cooperative Agreement with the Santa Barbara County Association of Governments for Carpinteria Circulation Improvements Funds. *(This motion requires a roll call vote.)*

Public Works Director Ilasin provided the staff report.

There was no public comment.

Motion by Vice Mayor Alarcon, seconded by Councilmember Solórzano, to authorize the Mayor to sign the Second Amendment to the Cooperative Agreement with the Santa Barbara County Association of Governments for Carpinteria Circulation Improvements Funds. The roll call vote on the motion was as follows:

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

The motion carried.

Mayor Clark recessed to a break at 7:23 pm and reconvened the meeting at 7:33 pm.

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:

9. Receive an update on the status of private parklets and provide direction to Staff on permitting for permanent private parklets.

   Recommendation: Receive an update on the status of private parklets; receive public comment; and provide direction to Staff on permitting for permanent private parklets.

Community Development Director Bobroff presented the staff report and PowerPoint presentation.

Speakers in-person: Carlena McKnerney, Julie Sigwart, Rogelio Delgado, and Carlena McKnerney (again)

Motion by Councilmember Solórzano to receive and file an update on the status of private parklets and not sure if we have direction to staff concerning permitting for permanent private parklets.

Councilmember Solórzano amended the motion to receive and file an update on the status of private parklets and agree with staff recommendation concerning the grace period for existing permitted private parklets. Councilmember Lee seconded. Upon voice vote, the amended motion carried unanimously with Councilmember Nomura absent.

10. A Construction Contract for the 2022 Pavement Rehabilitation Project to Toro Enterprises, Inc., and Agreements for related Construction Management and Inspection, and Testing Services.

    Recommendation: (1) Award a Construction Contract to Toro Enterprises, Inc. in the Total Base Bid amount of $5,416,217 for the 2022 Pavement Rehabilitation Project. (2) Authorize the City Manager to execute an Agreement with Filippin Engineering to provide construction management and inspection services in an amount not-to-exceed $311,320 for the 2022 Pavement Rehabilitation Project. (3) Authorize the City Manager to execute an Agreement with Cotton Shires and Associates, Inc. to provide acceptance/materials testing services in an amount not-to-exceed $86,790 for the 2022 Pavement Rehabilitation Project. (4) Approve a budget appropriation in the amount of $840,250 to the Capital Improvements Fund

of the Fiscal Year 2023-24 Capital Improvements Program Budget for the 2022 Pavement Rehabilitation Project. *(This motion requires a roll call vote.)*

Public Works Director Ilasin provided the staff report and PowerPoint presentation. He noted the appropriation amount on page 2 of the staff report was incorrect and should be $840,250 as noted in the recommendation and sample motion.

Speakers in-person: Fred Shaw

Motion by Councilmember Lee, seconded by Vice Mayor Alarcon, to (1) Award a Construction Contract to Toro Enterprises, Inc. in the Total Base Bid amount of $5,416,217 for the 2022 Pavement Rehabilitation Project. (2) Authorize the City Manager to execute an Agreement with Filippin Engineering to provide construction management and inspection services in an amount not-to-exceed $311,320 for the 2022 Pavement Rehabilitation Project. (3) Authorize the City Manager to execute an Agreement with Cotton Shires and Associates, Inc. to provide acceptance/materials testing services in an amount not-to-exceed $86,790 for the 2022 Pavement Rehabilitation Project. (4) Approve a budget appropriation in the amount of $840,250 to the Capital Improvements Fund of the Fiscal Year 2023-24 Capital Improvements Program Budget for the 2022 Pavement Rehabilitation Project. The roll call vote on the motion was as follows:

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

The motion carried.

11. Approval of a budget appropriation for the Franklin Creek Trail Improvement Project for Fiscal Year 2023-24.

    Recommendation: Approve a budget appropriation of $209,650 to the Measure A Fund to transfer to the Capital Improvement Project Fund for the Franklin Creek Trail Improvement Project. *(This motion requires a roll call vote.)*

Finance Manager Punsalan presented the staff report.

There was no public comment.

Motion by Councilmember Solórzano, seconded by Vice Mayor Alarcon, to approve a budget appropriation of $209,650 to the Measure A Fund to transfer to the Capital Improvement Projects Fund for the Franklin Creek Trail Improvement Project. The roll call vote on the motion was as follows:

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

The motion carried.

12. Senate Bill 329 and potential adjustments to City Council compensation.

Recommendation: Receive and file report, and direct staff as determined appropriate.

Management Analyst II Ilasin provided the staff report.

Speakers in-person: Rogelio Delgado and Fred Shaw

Motion by Councilmember Solórzano, seconded by Vice Mayor Alarcon, to receive and file the report and direct staff to return with a City Council compensation range between $837 and $950 per month. The roll call vote on the motion was as follows:

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

The motion carried.

LEGISLATIVE UPDATE:

City Manager Ramirez reported that there were no attachments from the League of California Cities.

Speakers in-person: Fred Shaw

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS: NONE

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

ADJOURNMENT

Mayor Clark adjourned the meeting at 9:07 pm.

al clark

Al Clark, Mayor

ATTEST:

Brian C. Barrett

Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria
City Council Minutes
Regular Meeting
Monday, April 22, 2024

In-Person and Virtual

CALL TO ORDER

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

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Mónica J. Solórzano Councilmember Wade T. Nomura Vice Mayor Natalia Alarcon Mayor Al Clark
Staff members present:	Michael Ramirez, City Manager Jena Shoaf Acos, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria Brian C. Barrett, City Clerk Marysol Smith, Associate Planner Teresa Ilasin, Management Analyst II David Hernandez, Code Compliance Supervisor Stephon Downes, Management Analyst I John L. Ilasin, Public Works Director Shay Darrington, Engineering Technician Licette Maldonado, Administrative Services Director

PLEDGE OF ALLEGIANCE

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

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

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

AGENDA MODIFICATIONS: NONE

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS:

1. Proclamation Recognizing the 96th Anniversary of the Alcazar Theatre.

There was no public comment.

Motion by Councilmember Solórzano, seconded by Vice Mayor Alarcon, to approve the Proclamation Recognizing the 96th Anniversary of the Alcazar Theatre. Upon voice vote, the motion carried unanimously.

Mayor Clark and the Council presented the proclamation to members of the leadership team of the Alcazar Theatre. Alcazar Theatre Executive Director Debbie Nomura provided remarks.

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS

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

CITY MANAGER'S REPORT

City Manager Ramirez described an additional item not mentioned in the City Manager's Report, but related to Agenda Item No. 7 in that the City received a generous donation of $10,000 from the Ann Jackson Family Foundation for the purpose of making improvements to the Community Pool locker room. He stated that The Ann Jackson Family Foundation has contributed $40,000 to the City since July 2022 and that the Foundation has supported various causes in Carpinteria since 1978 with an estimated contribution of approximately $1 million. He introduced Foundation representative Palmer Jackson who provided remarks.

a. Senior Services Programming

City Manager Ramirez reported on the Monte Vista Dog Park ribbon cutting ceremony on April 20th.

b. City Employee Updates

City Manager Ramirez provided updates on current employee recruitments.

c. Updates on Capital Improvement Projects

None.

d. Updates on Development Applications

None.

e. Other City/Community Updates

City Manager Ramirez reported on FEMA Preliminary Flood Insurance Rate Maps, the Carpinteria Bluffs Nature Preserve Restoration Volunteer Event on May 4th, and the Annual Household Goods and Hazardous Waste Collection Event which was rescheduled to May 4th.

There was no public comment.

PLANNING COMMISSION ACTIONS: NONE

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Speakers in-person: Lorraine McIntire

Speakers via Zoom: Susan Allen

CONSENT CALENDAR:

There was no public comment.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to approve the Consent Calendar Item Nos. 2 through 7. The roll call vote on the motion was as follows:

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

The motion carried unanimously.

2. Approve the minutes of the regular meeting held March 25, 2024, the special meeting held March 26, 2024, and the regular meeting held April 8, 2024.

3. Receive and file the Expenditures for the period beginning April 1, 2024 and ending April 12, 2024.

4. Receive and file the Report of Contracts Executed by the City Manager for the Period of March 19, 2024 through April 15, 2024.

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

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

7. Accept a donation by the Ann Jackson Family Foundation to the Carpinteria Community Pool for the purpose of making improvements to the locker room facilities.

ADMINISTRATIVE MATTERS:

8. Making an Appointment to the Mobile Home Park Rent Stabilization Board.

   Recommendation: Adopt Resolution No. 6315, approving the appointment of Kathleen Mattes to the Mobile Home Park Rent Stabilization Board.

Councilmember Nomura recused himself from this item due to a potential perception of a conflict of interest as his company has a maintenance contract with Sandpiper Village Mobile Home Park and left the Council Chambers at 6:02 pm.

City Clerk Barrett presented the staff report.

Applicant Kathleen Mattes provided remarks.

There was no public comment.

Motion by Vice Mayor Alarcon, seconded by Councilmember Lee, to adopt Resolution No. 6315, as read by title only, approving the appointment of Kathleen Mattes to the Mobile Home Park Rent Stabilization Board. Upon voice vote, the motion carried unanimously with Councilmember Nomura absent due to his recusal.

Councilmember Nomura returned to the dais at 6:07 pm.

9. Annual report on the progress being made implementing the City's General Plan.

   Recommendation: Accept the 2023 General Plan Annual Progress Report and direct the Community Development Director to submit the Report to the Governor's Office Planning and Research.

Associate Planner Smith provided the staff report and PowerPoint presentation.

Speakers via Zoom: Patrick O'Connor

Motion by Councilmember Nomura, seconded by Councilmember Solórzano, to accept the 2023 General Plan Annual Progress Report as presented and direct the Community Development Director to submit the Report to the Governor's Office of Planning and

Research and direct staff to look further into Mr. O'Connors questions and return to a future Council meeting with answers. Upon voice vote, the motion carried unanimously.

10. Second Reading of Ordinance No. 779, Amendment to the City's CalPERS Contract.

    Recommendation: Adopt Ordinance No. 779 (second reading). *(This motion requires a roll call vote.)*

Management Analyst II Ilasin presented the staff report.

There was no public comment.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to adopt Ordinance No. 779, on the second reading, as read by title only. The roll call vote on the motion was as follows:

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

The motion carried unanimously.

11. Code Compliance Quarterly Report Q1, 2024.

    Recommendation: Receive and file quarterly report.

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

Speakers in-person: Julie Sigwart

Speakers via Zoom: Susan Allen

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to receive and file the Q1 2024 Code Compliance Quarterly Report. Upon voice vote, the motion carried unanimously.

12. Report on Street Lighting District No. 1 for Fiscal Year 2024-25.

Recommendation: Adopt Resolution Nos. 6308 and 6309, acting to accept and file the mandatory Annual Report and set the matter of the continuation of Street Lighting District No. 1 for Fiscal Year 2024-25 for public hearing at the regular City Council meeting of May 28, 2024.

Management Analyst I Downes presented the staff report. He also noted that under the Financial Considerations section of the staff report Fiscal Year 2022-23 was accidentally mentioned and it should be corrected to Fiscal Year 2023-24.

There was no public comment.

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to adopt Resolution Nos. 6308 and 6309, as read by title only. Upon voice vote, the motion carried unanimously.

13. Report on Lighting, Landscaping and Right-of-Way Improvement District No. 3 for Fiscal Year 2024-25.

Recommendation: Adopt Resolution Nos. 6310 and 6311, acting to accept and file the mandatory Annual Report of the City Engineer and set the matter of the continuation of Lighting, Landscaping and Right of Way Improvement District No. 3 for Fiscal Year 2024-25 for public hearing at the regular City Council Meeting of May 28, 2024.

Management Analyst I Downes provided the staff report.

There was no public comment.

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to adopt Resolution Nos. 6310 and 6311, as read by title only. Upon voice vote, the motion carried unanimously.

14. Report on Parking and Business Improvement Area Assessment District No. 4 for Fiscal Year 2024-25.

Recommendation: Adopt Resolution Nos. 6312 and 6313, acting to accept the mandatory Annual Report and Budget and to set the matter of the continuation of Parking and Business Improvement Area District No. 4 for Fiscal Year 2024-25 for public hearing at the regular City Council meeting of May 28, 2024.

Management Analyst I Downes presented the staff report.

Speakers in-person: Lorraine McIntire

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to adopt Resolution Nos. 6312 and 6313, as read by title only. Upon voice vote, the motion carried unanimously.

15. Report on Winter Protection Berm Assessment District No. 5 for Fiscal Year 2024-25.

    Recommendation: Adopt Resolution No. 6314, acting to accept the mandatory Annual Report and Budget and to set the matter of the continuation of Assessment District No. 5 for Fiscal Year 2024-25 for public hearing at the regular City Council Meeting of May 28, 2024.

Management Analyst I Downes provided the staff report.

There was no public comment.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to adopt Resolution No. 6314, as read by title only. Upon voice vote, the motion carried unanimously.

16. Amendment No. 1 to Agreement with Showscapes Inc. (dba Treescapes) for a One-Year Term Extension and Related Costs to Provide Landscape Maintenance Services.

    Recommendation: Authorize the City Manager to execute Amendment No. 1 to the Maintenance Agreement with Showscapes Inc. (dba Treescapes) for a one-year term extension to provide landscape maintenance services in an amount not-to-exceed $267,600.00 for a total amended agreement amount of $961,410.00. *(This motion requires a roll call vote.)*

Management Analyst I Downes presented the staff report.

There was no public comment.

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to authorize the City Manager to execute Amendment No. 1 to the Maintenance Agreement with Showscapes Inc. (dba Treescapes) for a one-year term extension to provide landscape maintenance services in an amount not-to-exceed $267,600 for a total amended agreement amount of $961,410. The roll call vote on the motion was as follows:

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

The motion carried unanimously.

17. Second Amendment to Santa Barbara County Association of Governments Joint Powers Agreement.

Recommendation: Authorize the Mayor to execute a Second Amendment to the Santa Barbara County Association of Governments Joint Powers Agreement.

Public Works Director Ilasin provided the staff report.

Speakers in-person: Julie Sigwart

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to authorize the Mayor to execute a Second Amendment to the Santa Barbara County Association of Governments Joint Powers Agreement. Upon voice vote, the motion carried unanimously.

18. Closeout of City Hall Campus Improvements Project - Sewer Replacement.

Recommendation: Authorize the Mayor to sign the Closeout Agreement and Release of Claims for the City Hall Campus Improvements Project- Sewer Replacement with Toro Enterprises Inc. *(This motion requires a roll call vote.)*

Public Works Director Ilasin introduced Engineering Technician Darrington who presented the staff report and PowerPoint presentation.

There was no public comment.

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to authorize the Mayor to sign the Closeout Agreement and Release of Claims for the City Hall Campus Improvements Project – Sewer Replacement with Toro Enterprises Inc. The roll call vote on the motion was as follows:

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

The motion carried unanimously.

19. Closeout of Carpinteria Avenue and Palm Avenue Intersection Improvements Project.

Recommendation: Authorize the Mayor to sign the Closeout Agreement and Release of Claims for the Carpinteria Avenue and Palm Avenue Intersection Improvements Project with Taft Electric Company. *(This motion requires a roll call vote.)*

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

Speakers via Zoom: Patrick O'Connor

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to authorize the Mayor to sign the Closeout Agreement and Release of Claims for the Carpinteria Avenue and Palm Avenue Intersection Improvements Project with Taft Electric Company. The roll call vote on the motion was as follows:

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

The motion carried unanimously.

PUBLIC HEARING:

20. Annual Review of the City's Master Fee Schedule.

Recommendation: Approve and adopt Resolution No. 6316, updating the City's Master Fee Schedule.

Administrative Services Director Maldonado presented the staff report.

Mayor Clark opened the public hearing at 7:47 pm and being there was no public comment, closed the public hearing at 7:47 pm.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to adopt Resolution No. 6316, approving the City's Master Fee Schedule. Upon voice vote, the motion carried unanimously.

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

MATTERS CONTINUED FROM PREVIOUS MEETINGS: NONE

OTHER BUSINESS: NONE

LEGISLATIVE UPDATE: NONE

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

Councilmember Solórzano reported on her attendance at the Santa Barbara Metropolitan Transit District Board meeting on April 9th where the Board discussed bus advertising rate changes. She also mentioned the Santa Barbara Metropolitan Transit District held a community forum at the Carpinteria Library last Tuesday to collect feedback on service updates and continues to collect feedback about current transit schedule on its website.

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

All Councilmembers are expected to be in attendance at the May 13th regular City Council meeting.

ADJOURNMENT

Mayor Clark adjourned the meeting at 7:49 pm.

Al Clark, Mayor

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria
City Council Minutes
Special Meeting
Friday, April 26, 2024

In-Person

CALL TO ORDER

Mayor Clark called the meeting to order at 3:15 pm.

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Mónica J. Solórzano Councilmember Wade T. Nomura Mayor Al Clark
Councilmembers absent:	Vice Mayor Natalia Alarcon
Staff members present:	Michael Ramirez, City Manager Brian C. Barrett, City Clerk

PUBLIC COMMENT ON CLOSED SESSION MATTERS

There was no public comment.

CLOSED SESSION MATTER

1. CLOSED SESSION: CONFERENCE WITH REAL PROPERTY NEGOTIATORS
   Government Code section 54956.8
   Property: 801 Linden Avenue, Carpinteria CA 93013
   Agency negotiator: City Manager Michael Ramirez
   (If circumstances necessitate the absence of a specified negotiator, an agent or designee may participate in place of the absent negotiator so long as the name of the agent or designee is announced at an open session held prior to the closed session.)
   Negotiating parties: None
   Under negotiation: Price and Terms of Payment

City Clerk Barrett read aloud for the record the Closed Session Item, the real property concerning the negotiations, the City's negotiators, and the negotiating parties.

TEMPORARY ADJOURNMENT TO CLOSED SESSION

Mayor Clark temporarily adjourned the meeting to Closed Session at 3:16 pm.

RECONVENE IN OPEN SESSION

Mayor Clark reconvened the meeting in Open Session at 3:33 pm with all Councilmembers present except for Vice Mayor Alarcon. City Manager Ramirez and City Clerk Barrett were also in attendance.

CLOSED SESSION REPORT

City Manager Ramirez announced that there was no reportable action from the Closed Session.

ADJOURNMENT

Mayor Clark adjourned the meeting at 3:34 pm.

Al Clark, Mayor

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria
City Council Minutes
Regular Meeting
Monday, May 13, 2024

In-Person and Virtual

CALL TO ORDER

Mayor Clark called the meeting to order at 4:31 pm.

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Mónica J. Solórzano Councilmember Wade T. Nomura Vice Mayor Natalia Alarcon Mayor Al Clark
Staff members present:	Michael Ramirez, City Manager Ryan Kintz, Assistant City Manager Jena Shoaf Acos, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria Brian C. Barrett, City Clerk

PUBLIC COMMENT ON CLOSED SESSION MATTERS

There was no public comment.

CLOSED SESSION

1. CLOSED SESSION: CONFERENCE WITH REAL PROPERTY NEGOTIATORS
   Government Code section 54956.8
   Property: 801 Linden Avenue, Carpinteria CA 93013
   Agency negotiator: City Manager Michael Ramirez
   (If circumstances necessitate the absence of a specified negotiator, an agent or designee may participate in place of the absent negotiator so long as the name of the agent or designee is announced at an open session held prior to the closed session.)
   Negotiating parties: None
   Under negotiation: Price and Terms of Payment

Legal Counsel Acos read aloud for the record the Closed Session Item, the real property concerning the negotiations, the City's negotiators, and the negotiating parties.

TEMPORARY ADJOURNMENT TO CLOSED SESSION

Mayor Clark temporarily adjourned the meeting to Closed Session at 4:33 pm.

CALL TO ORDER

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

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Mónica J. Solórzano Councilmember Wade T. Nomura Vice Mayor Natalia Alarcon Mayor Al Clark
Staff members present:	Michael Ramirez, City Manager Jena Shoaf Acos, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria Brian C. Barrett, City Clerk John L. Ilasin, Public Works Director Robert Howard, Public Works Supervisor Ryan Kintz, Assistant City Manager Kalyn Pina, Aquatics Coordinator Jena Jenkins, Senior Services Coordinator Amy Stanfield, Recreation Leader Stephon Downes, Management Analyst I Olivia Uribe Mutal, Program Manager Mindy Fogg, Principal Planner Jody Thomas, City Librarian

CLOSED SESSION REPORT

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

PLEDGE OF ALLEGIANCE

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

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

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

AGENDA MODIFICATIONS: NONE

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS:

2. Proclamation proclaiming May as Asian American & Pacific Islander Heritage Month in the City of Carpinteria. *(Requires approval prior to presentation of proclamation.)*

There was no public comment.

Motion by Councilmember Nomura, seconded by Councilmember Solórzano, to approve the Proclamation proclaiming May as Asian American & Pacific Islander Heritage Month in the City of Carpinteria. Upon voice vote, the motion carried unanimously.

Mayor Clark and the City Council presented the proclamation to Libby Lok with the Santa Barbara Asian American and Pacific Islander Solidarity Network, who provided remarks.

3. Proclamation Designating May 2024 as Community Action Month and on the Occasion of CommUnify's 57th Anniversary. *(Requires approval prior to presentation of proclamation.)*

Vice Mayor Alarcon recused herself from this item due to CommUnify being her employer and left the Council Chambers at 5:43 pm.

There was no public comment.

Motion by Councilmember Nomura, seconded by Councilmember Solórzano, to approve the Proclamation Designating May 2024 as Community Action Month and on the Occasion of CommUnify's 57th Anniversary. Upon voice vote, the motion carried unanimously with Vice Mayor Alarcon absent due to her recusal.

Mayor Clark and the City Council presented the proclamation to Patricia Keelean, Chief Executive Officer of CommUnify, who provided remarks.

Vice Mayor Alarcon returned to the dais at 5:50 pm.

4. Proclamation Designating May 19 through 25, 2024, as National Public Works Week in the City of Carpinteria. *(Requires approval prior to the presentation of proclamation.)*

There was no public comment.

Motion by Councilmember Nomura, seconded by Councilmember Solórzano, to approve the Proclamation Designating May 19 through 25, 2024, as National Public Works Week in the City of Carpinteria. Upon voice vote, the motion carried unanimously.

Mayor Clark and the City Council presented the Proclamation to Public Works staff. Public Works Director Ilasin and Public Works Supervisor Howard provided remarks.

5. New Employee Introduction: Ryan Kintz, Assistant City Manager; Kalyn Pina, Aquatics Coordinator; Jena Jenkins, Senior Services Coordinator; and Amy Stanfield, Recreation Leader.

City Manager Ramirez introduced Kalyn Pina, Aquatics Coordinator; Jena Jenkins, Senior Services Coordinator; Amy Stanfield, Recreation Leader; and Ryan Kintz, Assistant City Manager.

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

Mayor Clark temporarily adjourned the meeting at 6:02 pm.

RECONVENE THE REGULAR MEETING OF THE CITY COUNCIL

Mayor Clark reconvened the meeting at 6:17 pm.

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS

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

CITY MANAGER'S REPORT

a. Senior Services Programming

City Manager Ramirez reported on Saturday Excursions and Senior Lecture Series provided by the Senior Services Program.

b. City Employee Updates

City Manager Ramirez summarized City Employee Updates.

c. Updates on Capital Improvement Projects

None.

d. Updates on Development Applications

None.

e. Other City/Community Updates

City Manager Ramirez reported on Adult Softball, Household Goods and Hazardous Waste Day, Carpinteria Bluffs Restoration, and CycleMAYnia Carpinteria Group Loop Ride.

Principal Planner Fogg mentioned the County of Santa Barbara Housing Element Rezones and the City's General Plan Annual Progress Report Follow-Up.

Speakers in-person: Patrick O'Connor

PLANNING COMMISSION ACTIONS: NONE

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Speakers in-person: Larry Nimmer, Gail Marshall, Amrita Salm representing herself, Rogelio Delgado, and Amrita Salm representing HopeNet of Carpinteria

Speakers via Zoom: Gary Campopiano and Susan Allen

In response to comments from Ms. Marshall and Ms. Salm, there was Council consensus to direct staff to place a presentation by Our Neighborhood Voices on the June 10th regular City Council meeting agenda.

There was a brief discussion regarding Mr. Nimmer's comment about potentially cutting from the budget the cost of videorecording City and community events. City Manager Ramirez added that the Council will have an opportunity to look at its draft budget at its June 10th meeting. Vice Mayor Alarcon requested that staff highlight the services that are being cut at the June 10th budget presentation. City Manager Ramirez acknowledged that staff would present Mr. Nimmer's comment in more detail and present the items that are proposed for reduction/deferment at the June 10th budget presentation.

CONSENT CALENDAR:

Speakers in-person: Sandy Evans representing Carpinteria Senior Citizens, Inc.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to approve the Consent Calendar Item Nos. 6 through 8. The roll call vote on the motion was as follows:

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

NOES: None
ABSENT: None
ABSTAIN: None

The motion carried unanimously.

6. Approve the minutes of the regular meeting held April 22, 2024 and the special meeting held April 26, 2024.

7. Receive and file the Expenditures for the period beginning April 15, 2024 and ending May 3, 2024.

8. Approve additional appropriations through the Community Services Support Grant program (CSSG) for the current fiscal year (FY) 2023-2024 totaling $19,000. *(This motion requires a roll call vote.)*

ADMINISTRATIVE MATTERS:

9. Rental of Street Sweeping Equipment.

   Recommendation: (1) Authorize the City Manager to execute a rental agreement with Haaker Equipment Company for street sweeping equipment in an amount not to exceed $70,700; (2) Appropriate $70,700 for rental of street sweeping equipment and maintenance; and (3) Appropriate $8,000 for maintenance of street sweeping equipment. *(This motion requires a roll call vote.)*

Management Analyst I Downes presented the staff report.

Speakers in-person: Patrick O'Connor and RT Picard

Motion by Councilmember Lee, seconded by Councilmember Nomura, to authorize the City Manager to execute a rental agreement with Haaker Equipment Company for street sweeping equipment in an amount not to exceed $70,700 and appropriate $78,700 for rental of street sweeping equipment and maintenance.

Councilmember Nomura requested modification to the motion to include the time extension of the rental agreement through October 2024 due to the delay in delivery of the City's street sweeper.

Councilmember Lee modified the motion to authorize the City Manager to execute a rental agreement with Haaker Equipment Company for street sweeping equipment in an amount not to exceed $70,700 and appropriate $78,700 for rental of street sweeping equipment and maintenance and include the time extension of the rental agreement through October 2024 due to the delay in delivery of the City's street sweeper. Councilmember Nomura seconded the modified motion. The roll call vote on the modified motion was as follows:

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

The motion carried unanimously.

10. Approval of the Agreement between the City of Carpinteria and Two Trumpets Communications for Public Outreach Services and Communications Support.

Recommendation: Approve the Agreement between the City of Carpinteria and Two Trumpets Communications for Public Outreach Services and Communications Support. (This motion requires a roll call vote.)

Program Manager Uribe Mutal provided the staff report.

Speakers in-person: Lea Boyd and Peter Dugré both representing Two Trumpets Communications

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to authorize the City Manager to sign an agreement between the City of Carpinteria and Two Trumpets Communications for Public Outreach Services and Communications Support. The roll call vote on the motion was as follows:

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

The motion carried unanimously.

Mayor Clark recessed to a break at 7:26 pm and reconvened the meeting at 7:35 pm.

11. Authorization to Renew an Agreement for Rental Housing Mediation Program services between the City of Carpinteria and the City of Santa Barbara for the period from July 1, 2024 to June 30, 2027, for a flat fee of $78,813 for the three-year term of this agreement.

Recommendation: Authorize the City Manager to execute an agreement for Rental Housing Mediation Program services for the period from July 1, 2024 to June 30, 2027, for a flat fee of $78,813 for the three-year term of the agreement. *(This motion requires a roll call vote.)*

Principal Planner Fogg presented the staff report in conjunction with Andrea Bifano, Rental Housing Mediation Supervisor with the City of Santa Barbara and Laura Dubbels, Housing & Human Services Manager with the City of Santa Barbara.

There was no public comment.

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to authorize the City Manager to sign the Agreement for Rental Housing Mediation Program services for the period from July 1, 2024 to June 30, 2027, for a flat fee of $78,813 for the three-year term of the agreement. The roll call vote on the motion was as follows:

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

The motion carried unanimously.

12. Receive and file letter of resignation of District 3 Councilmember Roy Lee and determine Process for Filling City Council Vacancy.

    Recommendation: Council to receive and file letter of resignation of District 3 Councilmember Roy Lee and provide direction to staff with respect to this seat. Per the attached letter of resignation, the effective date of Councilmember Roy Lee's resignation is December 9, 2024. The Council may fill the seat either by appointment or a special election that would be consolidated with the General Municipal Election on November 5, 2024. If the Council chooses to fill the seat by appointment, the matter will be brought back at a future undetermined date; if it chooses special election, staff will include the District 3 seat to the list of candidate seats to be consolidated with the General Municipal and Statewide Elections that are to occur on November 5, 2024. Staff expects to bring these resolutions back for Council consideration at its next meeting.

Councilmember Lee recused himself to avoid a perception of bias and left the Council Chambers at 7:44 pm.

City Clerk Barrett provided the staff report.

Speakers in-person: Rogelio Delgado

Motion by Councilmember Nomura, seconded by Vice Mayor Alarcon, to receive and file the letter of resignation of District 3 Councilmember Roy Lee and direct staff to include

the District 3 seat to the list of candidate seats to be consolidated with the General Municipal and Statewide Elections to occur on November 5, 2024.

Councilmember Nomura modified the motion to receive and file the letter of resignation of District 3 Councilmember Roy Lee and direct staff to include the District 3 seat which will cover the remaining two years of Councilmember Lee's term to the list of candidate seats to be consolidated with the General Municipal and Statewide Elections to occur on November 5, 2024. Vice Mayor Alarcon seconded the modified motion. Upon voice vote, the modified motion carried unanimously with Councilmember Lee absent due to his recusal.

Councilmember Lee returned to the dais at 7:52 pm.

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. Ordinance No. 782, an Ordinance of the City Council, of the City of Carpinteria, California, amending Chapter 2.37 of the Carpinteria Municipal Code to modify the composition of the Carpinteria Community Library Advisory Commission and align reporting requirements with State law.

    Recommendation: Approve Ordinance No. 782, as read by title only (first reading). *(This motion requires reading of ordinance title and a roll call vote.)*

City Librarian Thomas presented the staff report and presentation and noted Ordinance No. 782 had been modified since the posting of the agenda packet to include adding the City Representative to the Santa Barbara County Library Advisory Committee be invited to the Carpinteria Community Library Advisory Commission regular meetings.

There was no public comment.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to approve Ordinance No. 782, on first reading, as read by title only, and continue second reading for adoption to May 28, 2024.

City Clerk Barrett read aloud the ordinance title into the record.

The roll call vote on the motion was as follows:

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

The motion carried unanimously.

14. 2024 Community Promotions and Communications Program Report.

Recommendation: Receive and file the 2024 Community Promotions and Communications Program Report.

Program Manager Uribe Mutal and Lea Boyd representing Two Trumpets Communications presented the staff report and PowerPoint presentations.

Speakers in-person: Fred Shaw and Rogelio Delgado

Program Manager Uribe Mutal asked for Council feedback on subsequent outreach event themes, date range, location, and survey or other data to be collected.

Vice Mayor Alarcon suggested the City have a booth at the St. Joseph's Fair to increase the City newsletter subscriptions; leverage the National Night Out event; and hold an event where the community can sit down at a long table for dinner, similar to the City of Goleta's Dam Dinner event.

Councilmember Solórzano suggested potential outreach event themes of volunteering in Carpinteria, housing support and resources, environmental stewardship, and disaster preparedness. She suggested potential event dates could be in Fall during back to school time and potential locations could include Linden Field, Linden Plaza, Memorial Park or El Carro Park.

Councilmember Lee concurred with the provided suggestions and recommended that each Councilmember reach out to the community and be available and accessible.

Motion by Councilmember Nomura, seconded by Vice Mayor Alarcon, to receive and file the 2024 Community Promotions and Communications Program Report and include Councilmember suggestions. Upon voice vote, the motion carried unanimously.

LEGISLATIVE UPDATE: NONE

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

Councilmember Solórzano reported on her attendance at the Santa Barbara Metropolitan Transit District Board meeting last week where the FY 24-25 service plan was approved and they reviewed the FY 23-24 third quarter fiscal activity. She also related that BEACON would be meeting this Friday morning; the City's Sustainability Committee will meet tomorrow morning; and the Harbor Seal Advisory Committee will meet on May 22nd.

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

All Councilmembers are expected to be in attendance at the May 28th regular City Council meeting.

Councilmember Nomura announced that former Mayor Richard "Dick" Weinberg had passed away and requested that the meeting be adjourned in his memory.

ADJOURNMENT

Mayor Clark adjourned the meeting in memory of former Mayor Richard "Dick" Weinberg at 8:38 pm.

Al Clark, Mayor

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria
City Council Minutes
Regular Meeting
Monday, May 28, 2024

In-Person and Virtual

CALL TO ORDER

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

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Mónica J. Solórzano Councilmember Wade T. Nomura Vice Mayor Natalia Alarcon Mayor Al Clark
Staff members present:	Michael Ramirez, City Manager Jena Shoaf Acos, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria Brian C. Barrett, City Clerk Scott Toepfer, Parks & Facilities Attendant Jeanette Gant, Parks, Recreation & Community Services Director John L. Ilasin, Public Works Director Nick Bobroff, Community Development Director Olivia Uribe Mutal, Program Manager Mindy Fogg, Principal Planner Teresa Ilasin, Management Analyst II

PLEDGE OF ALLEGIANCE

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

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

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

AGENDA MODIFICATIONS: NONE

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS:

1. Proclamation Celebrating the 160th Anniversary of Girls Inc. *(Requires approval prior to presentation of proclamation.)*

There was no public comment.

Motion by Councilmember Nomura, seconded by Councilmember Solórzano, to approve the Proclamation Celebrating the 160th Anniversary of Girls Inc. Upon voice vote, the motion carried unanimously.

Mayor Clark and the City Council presented the proclamation to Jamie Collins, Executive Director of Girls Inc. of Carpinteria, who provided remarks.

2. New Employee Introduction: Jeanette Gant, Parks, Recreation & Community Services Director; Josef Gottwald, Community Garden Coordinator; Francisco Morales, Parks & Facilities Attendant; and Scott Toepfer, Parks & Facilities Attendant.

City Manager Ramirez introduced Scott Toepfer, Parks & Facilities Attendant and Jeanette Gottwald, Parks, Recreation & Community Services Director. Josef Gottwald, Community Garden Coordinator and Francisco Morales, Parks & Facilities Attendant were not in attendance.

3. Southern California Gas Company Hydrostatic Testing Operation Presentation.

Public Works Director Ilasin introduced Tim Mahoney, Regional Manager for Southern California Gas Company who provided the PowerPoint presentation.

There was no public comment.

Presentation received and filed.

CITY MANAGER'S REPORT

a. Senior Services Programming

City Manager Ramirez reported that AgeWell will take over the pickleball courts at the middle school in June during designated times.

b. City Employee Updates

City Manager Ramirez provided updates on recruitment.

c. Updates on Capital Improvement Projects

None.

d. Updates on Development Applications

Community Development Director Bobroff announced that the Palms Restaurant Renovations will be reviewed by the Architectural Review Board on May 30th.

e. Other City/Community Updates

Community Development Director Bobroff mentioned that the Draft Density Bonus Ordinance will be reviewed by the Planning Commission on June 3rd at 5:30 pm in the Council Chambers.

There was no public comment.

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS

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

PLANNING COMMISSION ACTIONS: NONE

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Speakers in-person: Stephen Marcussen, Eileen Marcussen, and Julie Sigwart

CONSENT CALENDAR:

There was no public comment.

Motion by Councilmember Lee, seconded by Councilmember Nomura, to approve the Consent Calendar Item Nos. 4 through 8. The roll call vote on the motion was as follows:

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

The motion carried unanimously.

4. Approve the minutes of the regular meeting held May 13, 2024.

5. Receive and file the Expenditures for the period beginning May 6, 2024 and ending May 17, 2024.

6. Receive and file the Report of Contracts Executed by the City Manager for the Period of April 16, 2024 through May 20, 2024.

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

8. Adopt Ordinance No. 782, amending Chapter 2.37 of the Carpinteria Municipal Code to modify the composition of the Carpinteria Library Advisory Commission and align reporting requirements with State law. *(Requires a roll call vote.)*

ADMINISTRATIVE MATTERS:

9. Resolutions calling the November 5, 2024 General Municipal Election and requesting the Santa Barbara County Board of Supervisors to consolidate said election with the Presidential General Election to be held the same day, and adopting regulations for Candidate Statements.

   Recommendation: Adopt the attached two resolutions relating to the November 5, 2024 election: (1) Resolution No. 6317, calling for the holding of a General Municipal Election to be held on Tuesday, November 5, 2024 and requesting the Board of Supervisors of the County of Santa Barbara to consolidate said election with the Presidential General Election; and (2) Resolution No. 6318, adopting regulations for Candidates' Statements.

City Clerk Barrett presented the staff report.

There was no public comment.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to adopt Resolution Nos. 6317 and 6318, as read by title only. Upon voice vote, the motion carried unanimously.

10. Placement of a proposed measure to increase the rate of the City's Transient Occupancy Tax from twelve percent (12%) to fifteen percent (15%) on the November 2024 ballot.

    Recommendation: (1) Adopt Resolution No. 6320, ordering the submission to the qualified electors of the City of a certain measure relating to increasing the rate of the City's Transient Occupancy Tax at the General Election to be held on Tuesday, November 5, 2024, as called by Resolution No. 6317; (2) Adopt Resolution No. 6321, requesting the Board of Supervisors of the County of Santa Barbara to consolidate a General Municipal Election to be held on November 5, 2024, with the Statewide General Election to be held on the date pursuant to § 10403 of the Elections Code; (3) Adopt Resolution No. 6322, setting priorities for filing written argument(s) regarding a City measure and directing the City Attorney to prepare an

impartial analysis; and (4) Adopt Resolution No. 6323, providing for the filing of rebuttal arguments for City measures submitted at municipal elections. *(Requires a two-thirds vote to pass.)*

Program Manager Uribe Mutal and City Clerk Barrett provided the staff report and PowerPoint presentation.

Speakers in-person: Stephen Marcussen, Julie Sigwart, and Morris Franklin

Motion by Councilmember Lee, seconded by Councilmember Solórzano, to adopt Resolution Nos. 6320 and 6323, as read by title only, all concerning the requisite actions associated with placing a proposed measure to increase the rate of the City's Transient Occupancy Tax on the ballot for the November 5, 2024 General Municipal Election.

Councilmember Nomura noted that the motion needed to be corrected to mention adoption of Resolution Nos. 6320 through 6323.

Councilmember Lee modified the motion to adopt Resolution Nos. 6320 through 6323, as read by title only, all concerning the requisite actions associated with placing a proposed measure to increase the rate of the City's Transient Occupancy Tax on the ballot for the November 5, 2024 General Municipal Election. Councilmember Solórzano seconded the modified motion.

City Clerk Barrett noted that the Council needed to select which City Councilmembers would be authorized to file an argument. All Councilmembers were interested in filing a written argument in favor of the measure.

Legal Counsel Acos rephrased the modified motion to adopt Resolution Nos. 6320 through 6323, as read by title only, all concerning the requisite actions associated with placing a proposed measure to increase the rate of the City's Transient Occupancy Tax on the ballot for the November 5, 2024 General Municipal Election and for Resolution No. 6322, adding all five Councilmembers' names onto that Resolution to write the argument in favor.

Councilmember Lee seconded the further modified motion as stated by Legal Counsel Acos. Councilmember Solórzano seconded the further modified motion as stated by Legal Counsel Acos. Upon voice vote, the further modified motion carried unanimously.

PUBLIC HEARING:

11. Introduction and first reading of Ordinance No. 781, an Ordinance of the City Council of the City of Carpinteria amending Carpinteria Municipal Code Chapter 5.40 to permit outdoor live entertainment. This ordinance would amend the definition of "place of entertainment" to include outdoor portions of premises open to the public.

Recommendation: Approve Ordinance No. 781, as read by title only (first reading). *(Requires reading of ordinance title and a roll call vote.)*

Community Development Director Bobroff presented the staff report and PowerPoint presentation.

Mayor Clark opened the public hearing at 7:09 pm.

Speakers in-person: Stephen Marcussen, Paul Wright, Lorraine McIntire, Eileen Marcussen, and Morris Franklin

Mayor Clark closed the public hearing at 7:26 pm.

Motion by Councilmember Solórzano, seconded by Councilmember Lee, to approve Ordinance No. 781, on first reading, as read by title only, and continue second reading to the regular meeting of June 10, 2024.

City Clerk Barrett read aloud the title of Ordinance No. 781 into the record.

The roll call vote on the motion was as follows:

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

The motion carried unanimously.

Mayor Clark recessed to a break at 7:29 pm and reconvened the meeting at 7:41 pm.

12. Status Report on the City's 2023-2031 Housing Element certification and approach to rezoning candidate sites under Program 1 (Adequate Sites to Accommodate Regional Housing Needs).

    Recommendation: Receive staff presentation and public testimony, and file status report.

Principal Planner Fogg provided the staff report and PowerPoint presentation.

Mayor Clark opened the public hearing at 8:00 pm.

Speakers in-person: Mike Wondolowski

Speakers via Zoom: Nathan Pitters

Emails distributed: Amrita Salm

Mayor Clark closed the public hearing at 8:06 pm.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to receive and file this status report on the City's 2023-2031 Housing Element. Upon voice vote, the motion carried unanimously.

13. Resolution No. 6325, concerning the continuation of Street Lighting District No. 1 for Fiscal Year 2024-25.

    Recommendation: Adopt Resolution No. 6325, concerning the continuation of Street Lighting District No. 1 for Fiscal Year 2024-25.

Public Works Director Ilasin presented the staff report.

Mayor Clark opened the public hearing at 8:10 pm and being there was no public comment, closed the public hearing at 8:10 pm.

Motion by Councilmember Lee, seconded by Councilmember Nomura, to adopt Resolution No. 6325, as read by title only. Upon voice vote, the motion carried unanimously.

14. Resolution No. 6326, concerning the continuation of Lighting, Landscaping and Right-of-Way Improvement District No. 3 for Fiscal Year 2024-25.

    Recommendation: Adopt Resolution No. 6326, concerning the continuation of Lighting, Landscaping and Right-of-Way Improvement District No. 3 for Fiscal Year 2024-25.

Public Works Director Ilasin provided the staff report.

Mayor Clark opened the public hearing at 8:18 pm and being there was no public comment, closed the public hearing at 8:18 pm.

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to adopt Resolution No. 6326, as read by title only. Upon voice vote, the motion carried unanimously.

15. Resolution No. 6327, concerning the continuation of Parking and Business Improvement Area Assessment District No. 4 for Fiscal Year 2024-25.

    Recommendation: Adopt Resolution No. 6327, concerning the continuation of the Parking and Business Improvement Area Assessment District No. 4 including establishing the annual general business assessment amount of $122.64 for Fiscal Year 2024-25.

Public Works Director Ilasin presented the staff report.

Mayor Clark opened the public hearing at 8:21 pm and being there was no public comment, closed the public hearing at 8:21 pm.

Councilmember Solórzano requested a presentation by the Downtown "T" Business Advisory Board. The Council had no objection to her request.

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to adopt Resolution No. 6327, as read by title only. Upon voice vote, the motion carried unanimously.

16. Resolution No. 6328, concerning the continuation of Assessment District No. 5 for Fiscal Year 2024-25.

    Recommendation: Adopt Resolution No. 6328, concerning the continuation of Assessment District No. 5 for Fiscal Year 2024-25.

Public Works Director Ilasin provided the staff report.

Mayor Clark opened the public hearing at 8:26 pm and being there was no public comment, closed the public hearing at 8:26 pm.

Motion by Councilmember Lee, seconded by Councilmember Nomura, to adopt Resolution No. 6328, as read by title only. Upon voice vote, the motion carried unanimously.

17. Ordinance No. 783, an Ordinance of the City Council of the City of Carpinteria, California, amending Chapter 2.04.620 of the Carpinteria Municipal Code to modify the compensation of the Carpinteria City Councilmembers pursuant to Government Code Section 36516.

    Recommendation: Approve Ordinance No. 783, as read by title only, setting the new City Council compensation at the allowable amount per Senate Bill 329 (first reading). *(Requires reading of ordinance title and a roll call vote.)*

Management Analyst II Ilasin presented the staff report.

Mayor Clark opened the public hearing at 8:35 pm and being there was no public comment, closed the public hearing at 8:35 pm.

Motion by Councilmember Solórzano, seconded by Vice Mayor Alarcon, to approve Ordinance No. 783, on first reading, as read by title only, setting the new City Council compensation at the allowable amount per Senate Bill 329, which would be $950 per month, and continue second reading for adoption to June 24, 2024.

City Clerk Barrett read aloud the title of Ordinance No. 783 into the record.

The roll call vote on the motion was as follows:

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

The motion carried.

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:

18. Law Enforcement Services Budget Considerations, including Community Resource Deputy Position and Summer Augmentation Patrol.

    Recommendation: Receive report and provide direction to the City Manager regarding inclusion of Community Resource Deputy Position and Summer Augmentation Patrol in draft fiscal year 2024/2025 budget.

City Manager Ramirez provided the staff report.

Speakers in-person: Rick Olmstead, Lisa Rader, Raquel Zick, and Julie Sigwart

Speakers via Zoom: Aja Forner and Haven Forner

Motion by Councilmember Lee, seconded by Councilmember Nomura, to keep the Community Resource Deputy position and explore financial law enforcement discussions with Carpinteria Unified School District and direct staff to bring back options for the Summer Augmentation Patrol.

Councilmember Solórzano suggested adding to the motion that if Carpinteria Unified School District decides not to put any funding into the position, then the City Council would discuss where the time and priorities are spent for the Community Resource Deputy position.

Councilmember Lee modified the motion to keep the Community Resource Deputy position, explore financial law enforcement discussions with Carpinteria Unified School District, direct staff to bring back options for the Summer Augmentation Patrol, and if

Carpinteria Unified School District decides not to put any funding into the position, then the City Council will reevaluate how the Community Resource Deputy position's time is allocated. Councilmember Nomura seconded the modified motion.

City Manager Ramirez restated the motion to retain the Community Resource Deputy position while exploring options with Carpinteria Unified School District for financial support and explore other options for Summer Augmentation Patrol, if Carpinteria Unified School District is unable to provide financial support, the matter of the Community Resource Deputy's time would be brought before the Council to consider how the position's time is distributed. The motion maker and seconder approved the restated motion.

The roll call vote on the restated motion was as follows:

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

The motion carried unanimously.

LEGISLATIVE UPDATE:

Legal Counsel Acos summarized Senate Bill 1037 and Assembly Bill 1886 provided in the Action Alert by the League of California Cities. In response to a question from Mayor Clark, she noted she would provide an update on Senate Bill 951 at the next meeting.

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

Councilmember Solórzano reported on the following:

- BEACON met on May 17th and adopted an increase to voting member assessments by 3% for FY 24-25 which will provide an extra $10,000 in revenue for BEACON; adopted a budget resolution; and appointed Brian Brennan as a special projects advisor.
- Harbor Seal Advisory Committee met last week and discussed updated sign design and code enforcement; the possibility of an extended beach closure which would require approval by the Coastal Commission; and received reports from its data collection and seal watch survey ad hoc committees.
- Sustainability Committee met and discussed increasing the solid waste franchise fees.

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

ADJOURNMENT

Mayor Clark adjourned the meeting at 9:57 pm.

Al Clark, Mayor

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria
City Council Minutes
Regular Meeting
Monday, June 10, 2024

In-Person and Virtual

CALL TO ORDER

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

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Mónica J. Solórzano Councilmember Wade T. Nomura Vice Mayor Natalia Alarcon Mayor Al Clark
Staff members present:	Michael Ramirez, City Manager Ryan Kintz, Assistant City Manager Jena Shoaf Acos, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria Brian C. Barrett, City Clerk Nick Bobroff, Community Development Director Jeanette Gant, Parks, Recreation & Community Services Director Erin Maker, Environmental Program Manager Licette Maldonado, Administrative Services Director

PLEDGE OF ALLEGIANCE

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

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

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

AGENDA MODIFICATIONS: NONE

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS:

1. Proclamation Recognizing June as Pride Month in Carpinteria. *(Requires approval prior to presentation of proclamation.)*

Speakers in-person: Levin Fetzer representing Pacific Pride Foundation

Motion by Councilmember Lee, seconded by Councilmember Nomura, to approve the Proclamation Recognizing June as Pride Month in Carpinteria. Upon voice vote, the motion carried unanimously.

Mayor Clark and the City Council presented the proclamation to Levin Fetzer, Community Engagement Manager for Pacific Pride Foundation.

2. Proclamation Honoring June 19, 2024, "Juneteenth Independence Day", in Recognition of June 19, 1865, When Enslaved Africans Learned of Their Freedom in the Southwestern States. *(Requires approval prior to presentation of proclamation.)*

Speakers in-person: Jordan Killebrew representing Juneteenth Santa Barbara

Motion by Councilmember Nomura, seconded by Councilmember Lee, to approve the Proclamation Honoring June 19, 2024, "Juneteenth Independence Day", in Recognition of June 19, 1865, When Enslaved Africans Learned of Their Freedom in the Southwestern States. Upon voice vote, the motion carried unanimously.

Mayor Clark and the City Council presented the proclamation to Jordan Killebrew representing Juneteenth of Santa Barbara.

3. Presentation by Our Neighborhood Voices.

Nils Nehrenheim, District 1 Councilmember for the City of Redondo Beach and representing Our Neighborhood Voices, provided the PowerPoint presentation.

Speakers in-person: Rogelio Delgado, Leslie Gascoigne, Amrita Salm, Patricia French, Lydia Grant representing Our Neighborhood Voices, Gail Marshall, Brad Stein, and Alexandra VanAntwerp

Speakers via Zoom: Arturo Tello

Emails distributed: Shirley Johnson

Presentation received and filed.

Motion by Councilmember Lee, seconded by Councilmember Nomura, to agendize support for Our Neighborhood Voices and look into what it takes to become a charter city. Upon voice vote, the motion carried unanimously.

Legal Counsel Acos sought clarification on the motion and she repeated her interpretation: A request to bring back an agenda item regarding endorsing the Our Neighborhood Voices

Initiative and another agenda item with more information about the process and requirements to change to a charter city. She asked for guidance on the timing of both of those items and clarification that that was the motion. The Council concurred on the motion as repeated by Legal Counsel Acos and as to timing of these items, the Council noted as soon as possible once the new initiative language was drafted.

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

Mayor Clark temporarily adjourned the meeting at 6:32 pm.

RECONVENE THE REGULAR MEETING OF THE CITY COUNCIL

Mayor Clark reconvened the meeting at 6:47 pm.

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS

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

CITY MANAGER'S REPORT

a. Senior Services Programming

City Manager Ramirez reported on AgeWell's Lecture Series.

b. City Employee Updates

See City Manager's Report (not mentioned in verbal report).

c. Updates on Capital Improvement Projects

None.

d. Updates on Development Applications

Community Development Director Bobroff mentioned that there will be a Joint City Council, Planning Commission and Architectural Review Board meeting to conceptually review the proposed Lagunitas Mixed-Use Development located at 6380 Via Real.

e. Other City/Community Updates

City Manager Ramirez explained that all recreational facilities and programming will be closed on Wednesday, June 19th, to observe the Juneteenth holiday.

Parks, Recreation & Community Services Director Gant responded to questions from the Council regarding activities in the department.

There was no public comment.

PLANNING COMMISSION ACTIONS:

Community Development Director Bobroff presented the Planning Commission Actions from its meeting of June 3, 2024.

There was no public comment.

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Speakers in-person: Susan Mailheau (not present to speak), Jason Rodriguez representing the Food Liaison, Rogelio Delgado, Fred Shaw representing HopeNet, and Sandy Evans

Emails distributed: Suzanne Cuddy

CONSENT CALENDAR:

The City Council pulled Item No. 7 from the Consent Calendar.

7. Adopt Ordinance No. 781 (second reading), amending Carpinteria Municipal Code Chapter 5.40 to permit outdoor live entertainment. *(Requires a roll call vote.)*

Speakers in-person: Stephen Marcussen, Eileen Marcussen, Andre Jackson representing Corktree Cellars, Paul Wright representing Island Brewing Company, and Marilyn Jenkins

Speakers via Zoom: Lorraine McIntire

Emails distributed: Anonymous and Marilyn Jenkins

Motion by Councilmember Solórzano, seconded by Vice Mayor Alarcon, to adopt Ordinance No. 781 on second reading, amending Carpinteria Municipal Code Chapter 5.40, to permit outdoor live entertainment. The roll call vote on the motion was as follows:

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

The motion carried unanimously.

The City Council heard the remaining Consent Calendar Item Nos. 4 through 6.

There was no public comment.

Motion by Councilmember Lee, seconded by Vice Mayor Alarcon, to approve the Consent Calendar Item Nos. 4 through 6. The roll call vote on the motion was as follows:

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

The motion carried unanimously.

4. Approve the minutes of the regular meeting held May 28, 2024.

5. Receive and file the Expenditures for the period beginning May 20, 2024 and ending May 31, 2024.

6. Direct staff to review the City's Conflict of Interest Code and prepare any necessary updates.

ADMINISTRATIVE MATTERS:

8. Approve and adopt Resolution No. 6324, amending the Franchise Agreement for Solid Waste Handling Services.

   Recommendation: Approve and adopt Resolution No. 6324, amending the Franchise Agreement for Solid Waste Handling Services. *(Requires a roll call vote.)*

Environmental Program Manager Maker provided the staff report and PowerPoint presentation.

There was no public comment.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to approve and adopt Resolution No. 6324, amending the Franchise Agreement for Solid Waste Handling Services. The roll call vote on the motion was as follows:

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

The motion carried unanimously.

Mayor Clark temporarily recessed to a break at 7:46 pm and reconvened the meeting at 7:56 pm.

PUBLIC HEARING:

9. Fiscal Year (FY) 2024-25 Operating Budget Study Session and Presentation, and Potential Program Reduction and Deferment Options to Address an Existing Deficit and Projected Future Revenue Shortfalls.

   Recommendation: Receive the staff report and presentation, open the public hearing and receive public comment, provide staff with direction concerning Budget Funds, and continue the public hearing to the City Council Meeting on Monday, June 24, 2024.

City Manager Ramirez, Assistant City Manager Kintz, and Administrative Services Director Maldonado presented the staff report and PowerPoint presentation.

Mayor Clark opened the public hearing at 8:46 pm.

Speakers in-person: Gail Marshall, Amber Kaplan representing the Carpinteria Library Advisory Commission, Rogelio Delgado, and Fred Shaw

Speakers via Zoom: Julie Sigwart

Mayor Clark closed the public hearing at 8:59 pm.

Motion by Councilmember Solórzano, seconded by Vice Mayor Alarcon, to open the public hearing and receive public comment, direct staff to pursue the staff recommendation below in terms of balancing the budget and closing the operational deficit by eliminating/deferring the following:

Staff Recommendation:

Professional:

• Community Satisfactory Survey	$15,000
• Legal Services	$150,000
• Pension Trust Analyses	$15,000

Contract Services

• HSAC – Outreach Program	$9,000
• Executive Assistance	$24,000
• Recruitment Contract	$35,000
• Sheriff Community Resources	$200,000
Total:	$448,000

and continue the public hearing to the City Council Meeting on Monday, June 24, 2024.

The roll call vote on the motion was as follows:

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

The motion carried.

10. Continuation of Public Hearing for Approval of Procurement Policy and Municipal Code Update.

    Recommendation: Open the public hearing, receive public comment, keep public hearing open, and continue the public hearing of the Procurement Policy and Municipal Code Update to the June 24, 2024 Council meeting.

Administrative Services Director Maldonado provided the staff report.

Mayor Clark opened the public hearing at 9:11 pm and being there was no public comment, closed the public hearing at 9:11 pm.

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to continue the public hearing for approval of the Procurement Policy and Municipal Code Update to the June 24, 2024 Council meeting. Upon voice vote, the motion carried unanimously.

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

MATTERS CONTINUED FROM PREVIOUS MEETINGS: NONE

OTHER BUSINESS: NONE

LEGISLATIVE UPDATE:

Legal Counsel Acos reported on Assembly Bill 3093, Assembly Bill 817, Senate Bill 1116, Assembly Bill 2404, Senate Bill 1037, and Assembly Bill 1886 which were included in the League of California Cities Update. She provided an update on Senate Bill 951 and Assembly Bill 2560 brought up during the last City Council meeting's Legislative Update.

The Council was in favor of directing staff to place opposition letters for Council's consideration regarding Senate Bill 1037, Assembly Bill 1886, Senate Bill 951, and

Assembly Bill 2560 and a support letter for Council's consideration regarding Assembly Bill 817 on a future agenda.

Councilmember Solórzano requested staff post recent City letters of support/opposition on various legislation on the City's website and social media. The Council had no objection.

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

Councilmember Solórzano reported on the following:

- Santa Barbara Metropolitan Transit District met last week and approved its FY 24-25 Operating and Capital Budget and the purchase of 8 battery-electric busses and charging equipment.
- City's Sustainability Committee met on May 28th to talk about potential updates to AB 939 funding.
- Harbor Seal Advisory Committee will meet on June 26th at 3:45 pm in the Council Chambers.

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

All Councilmembers are expected to be in attendance at the special joint City Council, Planning Commission, and Architectural Review Board meeting on Tuesday, June 18th.

ADJOURNMENT

Mayor Clark adjourned the meeting at 9:25 pm.

Al Clark, Mayor

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria
Special Joint City Council, Planning Commission & Architectural Review Board Meeting Minutes
Tuesday, June 18, 2024

In-Person and Virtual

Teleconference Location: 2915 Oakdale Dr., Ann Arbor, MI 48108

CALL TO ORDER

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

City Clerk Barrett noted for the record that the meeting would be conducted pursuant to California Government Code Section 54953, in that Planning Commissioner Salant would be participating in the meeting via teleconference (Zoom) and in accordance with the Brown Act, the teleconference location has been identified in the notice and agenda for this meeting.

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Mónica J. Solórzano Councilmember Wade T. Nomura Vice Mayor Natalia Alarcon Mayor Al Clark
Planning Commissioners present:	Commissioner Jane Benefield Commissioner John Moyer Commissioner Katherine Salant (present via Zoom) Chair Glenn La Fevers
Planning Commissioners absent:	Vice Chair David Allen
Architectural Review Board-members present:	Boardmember Richard Johnson Boardmember Richard Little Boardmember Patrick O'Connor Vice Chair Amy Blakemore Chair Brad Stein
Staff members present:	Michael Ramirez, City Manager Mack Carlson, on behalf of Brownstein Hyatt Farber

Schreck, LLP acting as City Attorney of the City of Carpinteria
Brian C. Barrett, City Clerk
Nick Bobroff, Community Development Director
Syndi Souter, Senior Planner

Planning Commissioner Salant verified she could hear the proceedings well, she had a copy of the agenda for this meeting, the agenda was posted at the location where she is, her location is reasonably accessible to the public to allow a member of the public to participate in the teleconference from her location, and there was no member of the public present at her location who wished to participate in the meeting.

All Councilmembers, Planning Commissioners, and Architectural Review Boardmembers could clearly hear Planning Commissioner Salant.

PLEDGE OF ALLEGIANCE

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

CITY COUNCIL BUSINESS:

The City Council, Planning Commission and Architectural Review Board met to discuss the following subject matter:

1. Conceptual review of three options for a mixed-use project that would include: 6,718 square-feet of research and development office space; a 2,224 square-foot café/deli; and either 159, 147, or 153 apartment units, respectively for each option, on an 8.63-acre parcel located at 6380 Via Real (APN 001-190-097), proposed by Troy White, agent, for Steve Leonard, Manager for RPG Carpinteria, LLC.

   Recommendation: Receive public comment, and provide individual comments on the mixed-use development proposal.

Senior Planner Souter presented the staff report and PowerPoint presentation.

Community Development Director Bobroff and Senior Planner Souter responded to questions from the Council, Planning Commission, and Architectural Review Board.

Troy White with TW Land Planning & Development, LLC, Mark Kirkhart, project architect with Design ARC, and Scott Capps, landscape architect with EPTDESIGN presented the applicant PowerPoint presentation.

The applicant responded to questions from the Architectural Review Board, Planning Commission, and City Council.

Mayor Clark recessed to a break at 7:34 pm and reconvened the meeting at 7:45 pm.

PUBLIC COMMENT WILL BE HEARD CONCERNING ONLY THE AGENDIZED ITEMS FOR THIS SPECIAL MEETING

Speakers in-person: Linda Lisiecki representing Lagunitas HOA, Bryan Gindoff, Ashley DeVan, William Anderson, MJ Yardley, Brad Richardson, Tim Grimes, Leslie Gascoigne, Gary Graumann, Verna Gindoff, Kevin Donoghue, Don Bensen, and Jim Gaskin

Speakers via Zoom: Gary Campopiano (did not speak)

Emails distributed: Bryan and Verna Gindoff, Tom Wong, Valerie Bentz, Donald Bensen, Graham Lyons with Mullen & Henzell LLP, Amrita Salm, Tom Perry, Ashley DeVan, Anonymous, William Anderson, Marion Anderson, Sherene Donoghue, Leslie Gascoigne, Hunter and Casey Turpin, Robert Donahue, and Robert Schwalje

Mayor Clark opened up comment from the Architectural Review Board.

Boardmember O'Connor acknowledged that the developer made changes in the design since the first presentation to the Architectural Review Board in April 2024; however, there were a number of points that weren't addressed. He recommended the Lagunitas residents and developer get together and negotiate the Covenants, Conditions and Restrictions (CC&R's). He suggested staff run open space calculations for lot density and lot coverage, both with and without those non-usable square footages such as a detention basin. He liked the underground stormwater collection which could be an alternative to making some of the unusable space usable.

Boardmember Little described the CC&R's as an important element and encouraged the applicants and Lagunitas residents to resolve the CC&R's issue before the project goes further. He noted that the two other alternative plans had very minor alterations and overall, the density is overdone and he expressed concern about the lack of open space for kids to play. He recommended eliminating the commercial space and putting in low-income housing which is really vital.

Boardmember Johnson said the project was an improvement over what the Architectural Review Board had seen before, it was more detailed and residential-scaled; he liked the materials, the color scale, and the architecture is contemporary and goes along with the buildings to the east and BEGA. He suggested that there be more parking underground to free up more space for greenery and for the developer to look at great pumps to pump the sewer/water out of the site to lower the project.

Vice Chair Blakemore observed that the size, bulk and scale were too much and that the project is too ambitious and not compatible with the area or creek/riparian habitat. She explained how the underground parking layout is not functional and that the tandem spaces did not make sense and questioned their functionality. She noted that only one of the three presented options conforms to the City's existing zoning while the other ones need modifications. She commented that she could not support the project with such little open space.

Chair Stein brought up that when the project was originally planned, it was going to resolve the problem with bikeways, mass transit, and the traffic flow at Via Real and Highway 150. He believed that that resolution may be a caveat that the City could request as a way to keep the zoning the way it is. He opposed the café in this project as it would pull people away from the downtown and people accessing the café would park on Lomita Lane and block the fire access. He said that the City needs a project that fits the community and makes Carpinteria better. He stood by the original project design and recommended the applicant go back to the original project design which was smaller, had a lower profile, was night sky friendly, and was beautifully designed to fit in with the surrounding neighborhood.

Mayor Clark opened up comment from the Planning Commission.

Commissioner Benefield suggested the applicant first figure out the parking, the setbacks, and then deal with the buildings. She stated that the buildings look like San Quentin Prison and are harsh and heavy and the walkways seem narrow. She also noted that there needs to be affordable housing, more open space provided, and the building height must be at 30 feet or under. She was concerned about the impacts to the mountain views and that there should be no parking in the front setback. She expressed support for conjunctive parking wherever it may pop up, but noted that the project was not compatible with the neighborhood or what was agreed upon in the beginning. She was not in favor of the project as presented.

Commissioner Salant noted that the question regarding the CC&R's needs to be answered before the project goes forward. She was in favor of adding affordable units to the project; however, the density is overwhelming, the project needs more open space, and the presented options did not explore new ideas. She recommended the applicant go back to the drawing board legally as well as design-wise.

Mayor Clark asked legal counsel to what extent does the City enforce CC&R's and is the City a party to the CC&R's.

Legal Counsel Carlson responded that the City often requires CC&R's to be recorded on for-sale projects associated with subdivisions and in this case, the CC&R's were part of the conditions of approval for the original project, particularly conditions 161 and 162 which dealt with protection of the drainage and creek and maintenance of that area. He

stated that the CC&R's sought to establish procedures for purchasers of homes in the Lagunitas development and the purchaser or development of the parcel at issue tonight that they would maintain a fund to preserve and maintain that creek area. He clarified that the City is not a party to the agreement as the City did not sign the agreement, but as a third-party beneficiary, the City has the right, but not the obligation, to enforce those maintenance requirements. He noted that this is common especially in communities where the HOA maintains portions of the street or areas to make sure that the City has the ability to step in and enforce some of those CC&R's to maintain the community. He described that the CC&R's have recitals that describe the project that was approved at the time, but those recitals are not binding on the City and that the Council could consider this project. He further identified that the Council could condition the project to make sure the creek and drainage areas are maintained or impose other conditions as the project moves through the development process and that there is nothing that precludes the City, because these CC&R's exist, from considering alternative forms of development on the site that are consistent with the City's code.

Commissioner Moyer appreciated the presentation, liked the architecture, and believed it fit in with the surrounding area. He noted that affordable housing was tricky and this was a hard situation for the City and developer. He was in favor of Option 2 (with no modifications) and suggested the lighting be more controlled.

Chair La Fevers supported the concept of a mixed-use development on this site though he wouldn't support a full residential overlay at this site. He did not support the market/café as it would bring in uses that aren't a part of the commercial, industrial, or existing residential uses, as the downtown is used in that manner. He observed that rental housing is a needed component in Carpinteria as that is how Carpinteria has been developed. He noted that rental housing supports the City's General Plan and the Housing Element and that there has been lots of work put into the Housing Element to identify potential sites that would be compatible with mixed use such as this site. He explained that the project has the potential to support Carpinteria's interest in meeting the needs and requirements to provide additional housing whether it's market rate, above moderate, or some other form. He didn't support any of the presented options, suggested that the 30-foot limit be kept on the building height, and although technically Options 2 and 3 do that, more work needs to be done with the fill, the presentation of the front structure which is too massive to be compatible, and there is a blockage of public views of the mountains. He believed there may be opportunities to reduce the amount of fill needed and other ways to deal with drainage and sewer. He preferred avoiding any parking in the setback as the project would benefit with the further setback from Via Real and support impacts from massing. He noted his support for compact parking spaces as long as they were spread out and provided additional parking beyond what may be available. He expressed wariness on conjunctive use parking and didn't support it. He did however, like underground parking to the extent that it's used to support a denser development. He stated that before he could support the project, it would need to be scaled back towards the scale of the existing entitlement and the overall bulk and scale

reduced. He liked the mix of one- and two-bedroom studio units as well as the proposed amenities. He noted mixed feelings about forcing affordable housing units at this location along the urban/rural boundary and believed that ideally this would be a lower profile and not too dense development. He stated that to build in affordable housing, it would force the development of a much denser project. Overall, in concept, he though the project was on the right track.

Mayor Clark opened up comment from the City Council.

Councilmember Lee encouraged the Lagunitas HOA and developer to come together to find a compromise to make sure this development, if it goes through, will benefit the community and surrounding area. He suggested the developer reach out to employers to focus on workforce housing which is needed. He noted that this project along with other nearby proposed developments would greatly impact the Bailard Avenue bridge which would not be able to handle so many people, especially in an emergency. As it stands, he could not support the project.

Councilmember Solórzano spoke on the real concerns with change and growth in the City, but noted that the City currently does not have a certified Housing Element which leaves the City vulnerable when it comes to housing projects. She commented that this site was a good location for housing, but needs some affordable income-restricted housing as the people who benefit from it are a real part of the Carpinteria community.

Vice Mayor Alarcon commented that the developer and Lagunitas homeowners need to negotiate the CC&R's. She expressed concern with the small amount of functional open space and questioned the need for a dog park at this site as the City opened a pilot dog park in a nearby neighborhood, and it made more sense to place the tot lot in a central location rather than on the outskirts of the project. She noted that the central location where all the amenities are is rather condensed and wondered how much the bike storage would be used. She did like how public transportation is nearby. She suggested that the developer consider the type of tenants (whether it's a market tenant or ideal tenant). She liked the color scheme for Option 1, but that the balance of commercial to residential doesn't seem to be there yet and the project doesn't seem to be compatible with the surrounding area. She felt that the architecture seemed to be a bit industrial, like a hotel and expressed parking concerns due to the proposed café as people would park on the street. She stated that affordable housing is incredibly important and the City needs workforce housing.

Councilmember Nomura recalled that when the Architectural Review Board reviewed the original Lagunitas development years ago, it was thought that it would never conform to the rest of the area at that time; however, it did work. He noted that when talking about height and scale of the project, when looking at the cross section of the grade itself, it's lower than grade in many areas and portions of it will be brought up, but a lot of it will be brought up to the original grade. He expressed concern with the site and project, the

setbacks and open space. He said it looks like the project is developed close to the envelope and may not be giving enough room to Lagunitas homeowners. He stated that the applicant needed to understand how the creek creates a buffer between Lagunitas residents and this site. He noted that the setback in the front parking should remain as a setback and not be included along Via Real; he preferred Option 2 as favorable. Regarding solar panels and lighting, he wanted to make sure they won't be a visual nuisance for the Lagunitas residents and that the lighting is night-friendly. If the buildings are going to remain two-story, he suggested that the buildings be shielded/screened as to not affect the Lagunitas residents, such as enclosing the balconies with louvres. He observed that the presented architecture is nice, but it's not the mix or match that should be there; Lagunitas estates have a specific look and he encouraged the developer to transition between the industrial side and Lagunitas side. He noted that size and scale seems a bit large and if it were reduced the developer could handle parking (i.e. fewer units means less parking). He expressed concern that having two income types (Lagunitas owners and rental housing) may create a challenge. He encouraged the developer to reach out to the community and conform the project as much as possible.

Mayor Clark noted that the site was appropriate for residential use and explained the City needs the housing. He agreed with his colleagues that in terms of size, bulk and scale, the project needs to be reduced greatly. He observed that more affordable housing is needed and it's appropriate to have different classes of people living together. He stated the City needs to build 901 units over the next few years to comply with Regional Housing Needs Allocation (RHNA), a lot of low-income and very low-income housing needs to be built. He commented that the housing at this location should be more compatible with the Lagunitas houses. He didn't support three-story buildings as that wasn't compatible with the neighborhood and blocked public views of the mountains and instead supported two-story buildings.

ADJOURNMENT

Mayor Clark adjourned the meeting at 9:35 pm.

Al Clark, Mayor

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria
City Council Minutes
Regular Meeting
Monday, June 24, 2024

In-Person and Virtual

CALL TO ORDER

Mayor Clark called the meeting to order at 5:39 pm.

ROLL CALL

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

Staff members present:
Michael Ramirez, City Manager
Ryan Kintz, Assistant City Manager
Jena Shoaf Acos, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria
Benjamin Markham, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria (present via Zoom)
Stephon Downes, Management Analyst I
John L. Ilasin, Public Works Director
Nick Bobroff, Community Development Director
Mindy Fogg, Principal Planner
Licette Maldonado, Administrative Services Director
Olivia Uribe Mutal, Program Manager
Jeanette Gant, Parks, Recreation & Community Services Director

PLEDGE OF ALLEGIANCE

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

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

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

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS: NONE

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS

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

CITY MANAGER'S REPORT

a. Senior Services Programming

None.

b. City Employee Updates

See City Manager's Report.

c. Updates on Capital Improvement Projects

None.

d. Updates on Development Applications

None.

e. Other City/Community Updates

City Manager Ramirez reported on the following:

- A soon-to-be City webpage for the posting of recent and future Council letters of support/opposition on various proposed legislation.

- Temporary COVID-19 Outdoor Business Permit Program (for parklets) is expiring on June 30th and businesses with existing private property encroachment within the City's public right-of-way will be required to possess a new permit under the Downtown "T" Encroachment Permit Program.

- Independence Day Parade will be on Saturday, July 6th at 3:30 pm on Linden Avenue between Carpinteria Avenue and Sixth Street.

- A grassroots fundraising campaign spearheaded by Food Liaison owner Jason Rodriguez with the support of Rincon Brewery and community donors, raised $3,000 in support of the City's Junior Lifeguard Program and the purchase of bike racks that will be placed at the beach end of Ash

Avenue for several weeks each summer to accommodate the large number of bikes belonging to participants in the Junior Lifeguard Program.

- On Friday, June 28th from 3:30 to 4:30 pm, magician Shawn McMaster will be teaching magic to ages 10 and up at the Library.

- Recreation Programming will be closed for Independence Day.

Speakers in-person: Mike Wondolowski

PLANNING COMMISSION ACTIONS: NONE

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Speakers in-person: Eilleen Marcussen, Stephen Marcussen, Debbie Nomura, and Michael Baker, representing Boys & Girls Clubs

AGENDA MODIFICATIONS:

City Manager Ramirez asked the Council to remove Agenda Item No. 5 from the agenda.

Motion by Councilmember Nomura, seconded by Councilmember Solórzano, to remove Agenda Item No. 5 from the agenda. Upon voice vote, the motion carried unanimously.

CONSENT CALENDAR:

There was no public comment.

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to approve the Consent Calendar Item Nos. 1 through 4. The roll call vote on the motion was as follows:

AYES:	Councilmember Lee (on Item Nos. 1 through 3), Councilmember Nomura, Councilmember Solórzano, Vice Mayor Alarcon, and Mayor Clark
NOES:	Councilmember Lee (on Item No. 4)
ABSENT:	None
ABSTAIN:	None

The motion carried.

1. Approve the minutes of the regular meeting held June 10, 2024.

2. Receive and file the Expenditures for the period beginning June 3, 2024 and ending June 14, 2024.

3. Receive and file the Report of Contracts Executed by the City Manager for the Period of May 21, 2024 through June 17, 2024.

4. Adopt Ordinance No. 783 (second reading), amending Carpinteria Municipal Code Chapter 2.04.620 setting compensation of Carpinteria City Councilmembers to $950 per month. *(Requires a roll call vote.)*

ADMINISTRATIVE MATTERS:

5. Closeout of Carpinteria Skate Park Project.

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

The City Council removed this item from the agenda under the Agenda Modifications Section earlier in the meeting.

6. Resolution No. 6329, Approving a Coastal Conservancy Grant from the State Coastal Conservancy for the Carpinteria Living Shoreline Project.

   Recommendation: Adopt Resolution No. 6329, approving a Coastal Conservancy Grant from the State Coastal Conservancy for the Carpinteria Living Shoreline Project.

Public Works Director Ilasin presented the staff report.

There was no public comment.

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to adopt Resolution No. 6329, as read by title only. Upon voice vote, the motion carried unanimously.

7. Cancellation of the regular City Council meeting of August 12, 2024.

   Recommendation: Authorize the cancellation of the August 12, 2024 City Council meeting.

City Manager Ramriez provided the staff report.

There was no public comment.

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to authorize the cancellation of the August 12, 2024 City Council meeting. Upon voice vote, the motion carried unanimously.

PUBLIC HEARING:

8. First reading of Ordinance No. 778, amending Chapter 8.52 (SMOKING REGULATIONS) of the Carpinteria Municipal Code (CMC) to, among other changes, regulate smoking in multi-unit housing developments, and update requirements for tobacco retail signage and smoking prohibitions in hotels in accordance with State law.

   Recommendation: Approve the first reading of Ordinance No. 778, amending CMC Chapter 8.52, as read by title only and find that approval and adoption of Ordinance No. 778 is exempt from CEQA pursuant to California Environmental Quality Act Guidelines Sections 15060(c)(2) and 15060(c)(3), and 15061(b)(3). *(Requires reading of ordinance title and a roll call vote.)*

Community Development Director Bobroff introduced Principal Planner Fogg who presented the staff report and PowerPoint presentation. Principal Planner Fogg, Community Development Director Bobroff, and Legal Counsel Markham responded to questions from the Council.

Mayor Clark opened the public hearing at 6:37 pm.

Speakers in-person: Javier Garnica, Jose Martin, and Jesselyn Banos, all representing Future Leaders of America and Rogelio Delgado

Speakers via Zoom: Hector Flores Garcia

Emails distributed: Metzli Reyes and Daniel Gonzalez

Mayor Clark closed the public hearing at 6:46 pm.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to approve Ordinance No. 778 on first reading, as read by title only, and continue second reading to the regular meeting of July 8, 2024. Upon voice vote, the motion carried unanimously.

Legal Counsel Acos announced that the Council needed to vote via a roll call vote.

Management Analyst I Downes read aloud the title of Ordinance No. 778 into the record.

The roll call vote on the motion was as follows:

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

The motion carried unanimously.

Mayor Clark recessed to a break at 6:47 pm and reconvened the meeting at 6:59 pm.

9. Adoption of the Fiscal Year (FY) 2024-25 Budget, setting related Appropriations Limits as required by State Law, making year-end amendments to the FY 2023-24 Budget, updating the budget and fiscal policies, and adopting salary schedules for FY 2024-25.

   Recommendation: Receive the staff report and public comments, close the public hearing, provide staff with direction concerning any changes to the proposed budget and take the following actions: (1) Approve and adopt by Resolution No. 6330, the Municipal Budget for Fiscal Year 2024-25, including authorization of year-end amendments for Fiscal Year 23-24, and updating the budget and fiscal policies; and, (2) Establish the appropriation limit for the City of Carpinteria for the 2024-25 Fiscal Year through adoption of Resolution No. 6331; and, (3) Establish the appropriation limit for the Street Lighting District No. 1 for the 2024-25 Fiscal Year through adoption of Resolution No. 6332; and (4) Approve and adopt Fiscal Year 2024-25 Salaries for SEIU-represented Employees, Miscellaneous and Management Employees, and Part-Time, Temporary, and Seasonal Employees by Resolution Nos. 6333 and 6334, and 6336, respectively. *(Requires a roll call vote.)*

City Manager Ramirez introduced the FY 2024-25 Budget PowerPoint presentation, FY 2023-24 Accomplishments, Significant Budget Outcomes, and Compensation and Staffing Updates.

Administrative Services Director Maldonado summarized the FY 2023-24 Estimated Final Budget and FY 2024-25 Proposed Budget.

Assistant City Manager Kintz went over the General Government divisions of City Clerk and Human Resources.

Program Manager Uribe Mutal described the Emergency Management & Preparedness and Communication and Community Promotions Programs.

City Manager Ramirez explained the Community Services Support Program.

Administrative Services Director Maldonado, Community Development Director Bobroff, Public Works Director Ilasin, and Parks, Recreation & Community Services Director Gant provided their respective department budget presentations.

Mayor Clark opened the public hearing at 8:06 pm.

Speakers in-person: Rick Olmstead, Case Van Wingerden, Larry Nimmer, and Rogelio Delgado

Mayor Clark closed the public hearing at 8:18 pm.

Staff responded to questions from the Council.

The Council was in support of City Manager Ramirez executing an agreement with Larry Nimmer to video the Independence Day Parade.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to adopt Resolution Numbers 6330, 6331, 6332, 6333, 6334, and 6336 as read by title only, approving the Municipal Budget for FY 2024-25, setting related Appropriations Limits, making year-end amendments to the FY 2023-24 Budget, and adopting salary schedules for FY 2024-25.

Due to Councilmember Lee not supporting the proposed FY 2024-25 Budget, the City Council split the motion into two separate motions.

Councilmember Solórzano amended the motion to adopt Resolution Numbers 6331, 6332, 6333, 6334, and 6336 as read by title only, setting related Appropriations Limits, making year-end amendments to the FY 2023-24 Budget, and adopting salary schedules for FY 2024-25. Councilmember Nomura seconded the amended motion. The voice vote on the amended motion was as follows:

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

The amended motion carried unanimously.

Motion by Councilmember Solórzano, seconded by Vice Mayor Alarcon, to approve and adopt Resolution No. 6330, approving the Municipal Budget for FY 2024-25, including authorization of year-end amendments for FY 2023-24, and updating the budget and fiscal policies.

There was consensus of the Council to study how the City could fund the Community Resource Deputy position at next year's Work Plan and determine on a case-by-case basis how Mr. Nimmer's videos can be tailored to Council goals and reach a wider audience.

The roll call vote on the motion was as follows:

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

The motion carried.

10. Continuation of Public Hearing for Approval of Procurement Policy and Municipal Code Update.

Recommendation: Receive public comment, keep public hearing open, and continue the public hearing for approval of the Procurement Policy and Municipal Code Update to the July 8, 2024 Council meeting.

Administrative Services Director Maldonado provided the staff report.

There was no public comment.

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to continue the public hearing for approval of the Procurement Policy and Municipal Code Update to the July 8, 2024 Council meeting. Upon voice vote, the motion carried unanimously.

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

MATTERS CONTINUED FROM PREVIOUS MEETINGS: NONE

OTHER BUSINESS:

11. Legislation Position Letters Opposing Senate Bill 1037, Assembly Bill 1886, Senate Bill 951, and Assembly Bill 2560 and Supporting Assembly Bill 817.

Recommendation: Consider and act on the draft letters of opposition concerning Senate Bill 1037, Assembly Bill 1886, Senate Bill 951, and Assembly Bill 2560 and the draft letter of support for Assembly Bill 817.

Legal Counsel Acos presented the staff report.

There was no public comment.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to approve submittal of the letter of opposition concerning Senate Bill 1037, Assembly Bill 1886, Senate Bill 951, and Assembly Bill 2560 and the letter of support for Assembly Bill 817. Upon voice vote, the motion carried unanimously.

LEGISLATIVE UPDATE:

Legal Counsel Acos presented AB 2557.

There was no public comment.

Motion by Mayor Clark, seconded by Vice Mayor Alarcon, to bring back a draft opposition letter concerning AB 2557 at a future Council meeting. Upon voice vote, the motion carried unanimously.

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

Councilmember Solórzano reported on her attendance at the Santa Barbara Metropolitan Transit District Board meeting on June 18th where the Board approved the City of Santa Barbara's proposed Downtown Community Benefit Improvement District and received a presentation on the FY 23-24 Third Quarter Performance Reports. She stated that the 19X Service is not performing as robust as hoped.

Councilmember Lee reported on his attendance at the City's Transportation Committee where the Santa Barbara Metropolitan Transit District spoke on microtransit service and his attendance at the City's General Plan Update Committee where an updated General Plan is anticipated to be presented to the Council by the end of the year.

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

All Councilmembers are expected to be in attendance at the July 8th Council meeting.

ADJOURNMENT

Mayor Clark adjourned the meeting at 8:51 pm.

Al Clark, Mayor

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk

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

In-Person and Virtual

CALL TO ORDER

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

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Mónica J. Solórzano Councilmember Wade T. Nomura Vice Mayor Natalia Alarcon Mayor Al Clark
Staff members present:	Michael Ramirez, City Manager Ryan Kintz, Assistant City Manager Jena Shoaf Acos, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria Brian C. Barrett, City Clerk Jeanette Gant, Parks, Recreation & Community Services Director Nick Bobroff, Community Development Director Syndi Souter, Senior Planner John L. Ilasin, Public Works Director Megan Musolf, Assistant Planner Licette Maldonado, Administrative Services Director Teresa Ilasin, Management Analyst II

PLEDGE OF ALLEGIANCE

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

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

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

AGENDA MODIFICATIONS: NONE

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS

1. Proclamation Designating July as Park and Recreation Month.

There was no public comment.

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

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

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

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

RECONVENE THE REGULAR MEETING OF THE CITY COUNCIL

Mayor Clark reconvened the meeting at 6:00 pm.

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS

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

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

CITY MANAGER'S REPORT

a. Senior Services Programming

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

b. City Employee Updates

See City Manager's Report.

c. Updates on Capital Improvement Projects

None.

d. Updates on Development Applications

See City Manager's Report.

e. Other City/Community Updates

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

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

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

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

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

PLANNING COMMISSION ACTIONS

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

There was no public comment.

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

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

Speakers via Zoom: Robin Karlsson

Emails distributed: Mike Wondolowski and Susan Mailheau

CONSENT CALENDAR:

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

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

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

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

The roll call vote on the modified motion was as follows:

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

The modified motion carried unanimously.

3. Receive and file the Expenditures for the period beginning June 17, 2024 and ending June 28, 2024.

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

5. Authorize the City Manager to execute the First Amendment to a Vendor Agreement for reoccurring animal control services for the period from April 2, 2024 to April 1, 2025, for a not-to-exceed amount of $24,000 for the one-year term of the Agreement. *(Requires a roll call vote.)*

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

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

Speakers in-person: Patrick O'Connor

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

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

The Council heard pulled Consent Calendar Item No. 6.

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

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

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

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

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to adopt Ordinance No. 778 (second reading), amending Carpinteria Municipal Code Chapter 8.52, Smoking Regulations. The roll call vote on the motion was as follows:

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

The motion carried unanimously.

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

ADMINISTRATIVE MATTERS:

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

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

Senior Planner Souter presented the staff report and PowerPoint presentation.

There was no public comment.

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

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

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

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

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

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

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

There was no public comment.

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

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

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

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

There was no public comment.

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

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

The motion carried unanimously.

10. Closeout of Carpinteria Skate Park Project.

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

Public Works Director Ilasin presented the staff report

There was no public comment.

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to authorize the Mayor to sign the Closeout Agreement and Release of Claims for the Carpinteria Skate Park Project with Lash Construction, Inc. The roll call vote on the motion was as follows:

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

The motion carried unanimously.

11. Legislation Position Letter Opposing Assembly Bill 2557.

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

Legal Counsel Acos presented the staff report.

There was no public comment.

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

PUBLIC HEARING:

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

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

Assistant Planner Musolf provided the staff report and PowerPoint presentation.

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

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

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

The roll call vote on the motion was as follows:

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

The motion carried unanimously.

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

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

Administrative Services Director Maldonado presented the staff report.

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

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

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

The roll call vote on the motion was as follows:

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

The motion carried unanimously.

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

MATTERS CONTINUED FROM PREVIOUS MEETINGS: NONE

OTHER BUSINESS:

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

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

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

There was no public comment.

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

LEGISLATIVE UPDATE:

Legal Counsel Acos summarized Assembly Bill 3093.

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

Councilmember Solórzano reported on her attendance at the following:

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

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

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

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

ADJOURNMENT

Mayor Clark adjourned the meeting at 9:38 pm.

Al Clark, Mayor

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria
City Council Minutes
Regular Meeting
Monday, July 22, 2024

In-Person and Virtual

CALL TO ORDER

Mayor Clark called the meeting to order at 4:01 pm.

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Mónica J. Solórzano Councilmember Wade T. Nomura (arrived at 4:06 pm) Vice Mayor Natalia Alarcon Mayor Al Clark
Staff members present:	Michael Ramirez, City Manager Jena Shoaf Acos, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria Brian C. Barrett, City Clerk

PUBLIC COMMENT ON CLOSED SESSION MATTERS

There was no public comment.

CLOSED SESSION

1. CLOSED SESSION: CONFERENCE WITH REAL PROPERTY NEGOTIATORS
   Government Code section 54956.8
   Property: 801 Linden Avenue, Carpinteria CA 93013
   Agency negotiator: City Manager Michael Ramirez
   (If circumstances necessitate the absence of a specified negotiator, an agent or designee may participate in place of the absent negotiator so long as the name of the agent or designee is announced at an open session held prior to the closed session.)
   Negotiating parties: None
   Under negotiation: Price and Terms of Payment

Legal Counsel Acos read aloud for the record the Closed Session Item, the real property concerning the negotiations, the City's negotiators, and the negotiating parties.

TEMPORARY ADJOURNMENT TO CLOSED SESSION

Mayor Clark temporarily adjourned the meeting to Closed Session at 4:02 pm.

CALL TO ORDER

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

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Mónica J. Solórzano Councilmember Wade T. Nomura Vice Mayor Natalia Alarcon Mayor Al Clark
Staff members present:	Michael Ramirez, City Manager Jena Shoaf Acos, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria Brian C. Barrett, City Clerk Nick Bobroff, Community Development Director David Hernandez, Code Compliance Supervisor

CLOSED SESSION REPORT

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

PLEDGE OF ALLEGIANCE

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

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

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

AGENDA MODIFICATIONS: NONE

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS

2. Proclamation Proclaiming Tuesday, August 6, 2024 as "National Night Out" in the City of Carpinteria. *(Requires approval prior to presentation.)*

There was no public comment.

Motion by Councilmember Nomura, seconded by Councilmember Lee, to approve the Proclamation Proclaiming Tuesday, August 6, 2024 as "National Night Out" in the City of Carpinteria. Upon voice vote, the motion carried unanimously.

Mayor Clark and the City Council presented the proclamation to Santa Barbara County Sheriff's Deputy Bryan Dickey who provided remarks.

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

There was no public comment.

Motion by Councilmember Nomura, seconded by Vice Mayor Alarcon, to approve the Mayoral Recognition Awarded to Coastal View News for Receiving 2024 Awards from the Association of Community Publishers. Upon voice vote, the motion carried unanimously.

Mayor Clark and the City Council presented the Mayoral Recognition to Coastal View News Publisher Gary Dobbins who provided remarks.

4. Annual Member Agency Update Presentation from Central Coast Community Energy.

Judi Young with Central Coast Community Energy presented the PowerPoint presentation.

There was no public comment.

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

Mayor Clark temporarily adjourned the meeting at 5:50 pm.

RECONVENE THE REGULAR MEETING OF THE CITY COUNCIL

Mayor Clark reconvened the meeting at 5:53 pm.

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS

City Manager Ramirez stated that there is a written Sheriff's Recap that is attached to the agenda. Santa Barbara County Sheriff's Deputy Bryan Dickey responded to Council questions.

CITY MANAGER'S REPORT

a. Senior Services Programming

City Manager Ramirez reported on Senior Services Programming (AgeWell).

b. City Employee Updates

City Manager Ramirez provided updates on employee recruitments.

c. Updates on Capital Improvement Projects

None.

d. Updates on Development Applications

None.

e. Other City/Community Updates

City Manager Ramirez noted that staff created a new City Council Legislative-Advocacy website where recent and future legislative position letters are available for the public to view.

While not a part of the written City Manager's Report, City Manager Ramirez mentioned that Lt. Rich Brittingham with the Santa Barbara County Sheriff's Department is the new Chief of Police for Carpinteria effective today.

Community Development Director Bobroff provided an update on live entertainment noise monitoring and the status of the City's Housing Element Implementation.

PLANNING COMMISSION ACTIONS: NONE

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Speakers in-person: Eileen Marcussen, Stephen Marcussen, Betty Songer, Amrita Salm, Rogelio Delgado, and Annie Sly

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

Community Development Director Bobroff responded to Ms. Salm's comments regarding the status of the Surfliner Inn Project.

In response to Ms. Marcussen's comments, Councilmember Nomura requested staff look into the potential misuse of video materials by Larry Nimmer. The Council concurred.

In response to a few public comments regarding the City transitioning to a charter city, Legal Counsel Acos noted that this item would be brought to the August 26th City Council meeting.

CONSENT CALENDAR:

There was no public comment.

Motion by Councilmember Lee, seconded by Councilmember Nomura, to approve Consent Calendar Item Nos. 5 through 10. The roll call vote on the motion was as follows:

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

The motion carried unanimously.

5. Approve the minutes of the regular meeting held July 8, 2024.

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

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

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

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

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

ADMINISTRATIVE MATTERS:

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

    Recommendation: Designate Councilmember Nomura as the City's voting delegate and designate Vice Mayor Alarcon as the City's alternate voting

delegate for the League of California Cities 2024 Annual Conference and Expo in Long Beach.

City Clerk Barrett provided the staff report.

There was no public comment.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to designate Councilmember Nomura as the City's voting delegate and designate Vice Mayor Alarcon as the City's alternate voting delegate for the League of California Cities 2024 Annual Conference and Expo in Long Beach. Upon voice vote, the motion carried unanimously.

12. Code Compliance Quarterly Report Q2, 2024.

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

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

Speakers in-person: Rogelio Delgado and Eileen Marcussen

Speakers via Zoom: Susan Allen and Lorraine McIntire

Code Compliance Supervisor Hernandez responded to Mr. Delgado's comment.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to receive and file the Q2 Code Compliance Quarterly Report. Upon voice vote, 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. 2024 Annual Report on efforts to assist people experiencing homelessness in Carpinteria and address issues related to homelessness in the community.

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

Code Compliance Supervisor Hernandez provided background information and Joe Dzvonik, Deputy Director of the Housing and Community Development Department with the County of Santa Barbara, Kimberlee Albers, Homeless Assistance Program Manager with the County of Santa Barbara, and Lucille Boss, Senior Housing Programs Specialist with the County of Santa Barbara provided the PowerPoint presentation.

Speakers in-person: Case VanWingerden and Rogelio Delgado

Speakers via Zoom: Susan Allen

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to receive and file the annual report concerning the ongoing efforts to assist people experiencing homelessness and to address issues related to homelessness in the community. Upon voice vote, the motion carried unanimously.

Mayor Clark recessed to a break at 7:39 pm and reconvened the meeting at 7:49 pm.

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

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

City Manager Ramirez began presenting the staff report and PowerPoint presentation, but due to technological issues with the Zoom webinar, the meeting was temporarily recessed to a break at 7:55 pm and reconvened at 8:05 pm once Zoom was fully functional. City Manager Ramirez began his presentation again.

Speakers in-person: Kristina Calkins, Donna Jordan, Scott Barash, Luci Rogers, Mike Wondolowski, Fred Shaw, Patrick O'Connor, and Rogelio Delgado

Speakers via Zoom: Lorraine McIntire, Amrita Salm, and Susan Allen

Emails distributed: Mike Wondolowski and Amrita Salm

Motion by Councilmember Lee, seconded by Councilmember Nomura, to continue this item to the August 26th Council meeting and direct staff to work with foundations, other

non-profits, and donors for the potential purchase of the Rite Aid building. The roll call vote on the motion was as follows:

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

The motion carried.

LEGISLATIVE UPDATE: NONE

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

Vice Mayor Alarcon announced that the Ad Hoc Harbor Seal Committee is meeting on Wednesday and the Santa Barbara Joint Affordable Housing Task Group will meet on Thursday from 12 pm to 1:30 pm.

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

All Councilmembers are expected to be in attendance at the August 26th regular Council meeting.

ADJOURNMENT

Mayor Clark adjourned the meeting at 9:13 pm.

Al Clark, Mayor

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria
Special Joint City Council, Planning Commission & Architectural Review Board Meeting Minutes
Wednesday, July 31, 2024

In-Person and Virtual

Teleconference Location: 752 Kippen, Mayne Island, BC Canada, V0N 2J1

Teleconference Location: 1702 Coast Boulevard, Del Mar, CA 92014

CALL TO ORDER

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

City Clerk Barrett noted for the record that the meeting would be conducted pursuant to California Government Code Section 54953, in that Planning Commissioner Allen and Architectural Review Boardmember O'Connor would be participating in the meeting via teleconference (Zoom) and in accordance with the Brown Act, the teleconference locations have been identified in the notice and agenda for this meeting.

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Mónica J. Solórzano Councilmember Wade T. Nomura Vice Mayor Natalia Alarcon Mayor Al Clark
Planning Commissioners present:	Commissioner Jane Benefield Commissioner John Moyer Commissioner Katherine Salant Vice Chair David Allen (present via Zoom) Chair Glenn La Fevers
Architectural Review Board-members present:	Boardmember Richard Johnson Boardmember Patrick O'Connor (present via Zoom) Chair Brad Stein
Architectural Review Board-Members absent:	Boardmember Richard Little Vice Chair Amy Blakemore
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
Mack Carlson, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria
Jordan Rabani-Jenkins, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria
Nick Bobroff, Community Development Director
Brian C. Barrett, City Clerk

Planning Commissioner Allen and Architectural Review Boardmember O'Connor both verified that they could hear the proceedings well, they had a copy of the agenda for this meeting, the agenda was posted at the location where they each are, their locations are reasonably accessible to the public to allow a member of the public to participate in the teleconference from each of their locations, and there was no member of the public present at either of their locations who wished to participate in the meeting.

All Councilmembers, Planning Commissioners, and Architectural Review Boardmembers could clearly hear Planning Commissioner Allen and Architectural Review Boardmember O'Connor.

PLEDGE OF ALLEGIANCE

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

CITY COUNCIL BUSINESS:

The City Council, Planning Commission and Architectural Review Board met to discuss the following subject matter:

1. The City Attorney's Office and Community Development Department will present a training session regarding the land use planning process and the roles of the City Council, the Planning Commission, the Architectural Review Board, and staff. The presentation is for training purposes only and there is no related action item.

   Recommendation: Staff recommends that the City Council, the Planning Commission, and the Architectural Review Board receive the training.

Legal Counsel Acos, Rabani-Jenkins, and Carlson along with Community Development Director Bobroff presented the first part of the PowerPoint presentation and responded to questions from the Council, Planning Commission, and Architectural Review Board.

Mayor Clark recessed to a break at 6:42 pm and reconvened the meeting at 6:52 pm.

Legal Counsel Acos, Rabani-Jenkins, and Carlson along with Community Development Director Bobroff continued with the second part of the PowerPoint presentation and responded to questions from the Council, Planning Commission, and Architectural Review Board.

PUBLIC COMMENT WILL BE HEARD CONCERNING ONLY THE AGENDIZED ITEM FOR THIS SPECIAL MEETING

Speakers in-person: Annie Sly and Amrita Salm

Mayor Clark forwarded Ms. Sly and Ms. Salm's questions to staff who responded.

Motion by Councilmember Nomura, seconded by Councilmember Lee, to receive and file the City Land Use Decision-Making Presentation. Upon voice vote, the motion carried unanimously.

ADJOURNMENT

Mayor Clark adjourned the meeting at 8:44 pm.

Al Clark, Mayor

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria
City Council Minutes
Regular Meeting
Monday, August 26, 2024

Council Chamber, 5775 Carpinteria Avenue, Carpinteria, CA 93013

In-Person and Virtual

CALL TO ORDER

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

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Mónica J. Solórzano Councilmember Wade T. Nomura Vice Mayor Natalia Alarcon Mayor Al Clark
Staff members present:	Michael Ramirez, City Manager Jena Shoaf Acos, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria Brian C. Barrett, City Clerk Licette Maldonado, Administrative Services Director Noah Alvara, Accounting Technician Nick Bobroff, Community Development Director John L. Ilasin, Public Works Director Stephon L. Downes, Management Analyst II Jeanette Gant, Parks, Recreation & Community Services Director

PLEDGE OF ALLEGIANCE

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

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

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

AGENDA MODIFICATIONS: NONE

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS

1. Presentation on Master Plan for Aging.

Margaret Weiss, Coordinator, Master Plan for Aging, Independent Living Resource Center provided the PowerPoint presentation and she and Barbara Finch, Director, Adult & Aging Network, Santa Barbara County Department of Social Services responded to questions.

2. Introduction of new employees Noah Alvara, Accounting Technician and Ryan Benson, Limited-Term Management Analyst.

City Manager Ramirez noted that Mr. Benson was out sick and would be introduced at a later time. Administrative Services Director Maldonado introduced Noah Alvara, Accounting Technician who provided remarks.

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS

City Manager Ramirez stated that the Sheriff's Recap is attached to the agenda and that he was available for any questions.

There was no public comment.

CITY MANAGER'S REPORT

a. Senior Services Programming

City Manager Ramirez reported on Senior Services Programming (AgeWell).

b. City Employee Updates

City Manager Ramirez provided updates on employee recruitments.

c. Updates on Capital Improvement Projects

None.

d. Updates on Development Applications

Community Development Director Bobroff reported on the Surfliner Inn Application Completeness Determination and the 700 Linden Project Nearing Completion.

e. Other City/Community Updates

City Clerk Barrett reported that the nomination period for Council candidates had closed and the Notice of Nominees for Public Office had been published in the Coastal

View News on August 22nd. He announced the Council candidates and the measure that would appear on the ballot.

Speakers in-person: Rogelio Delgado and Gail Marshall

PLANNING COMMISSION ACTIONS:

Community Development Director Bobroff reported on the Planning Commission Actions from its meeting of August 5, 2024.

There was no public comment.

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Speakers in-person: Julia Mayer, Stephen Marcussen, Amrita Salm, Betty Songer, and Rogelio Delgado

Emails distributed: Susan Mailheau, Kathleen Bauer, Alexandra Ashborn, and Jeanie Sandrini

CONSENT CALENDAR:

There was no public comment.

Motion by Councilmember Lee, seconded by Councilmember Nomura, to approve the Consent Calendar Item Nos. 3 through 6. Upon voice vote, the motion carried unanimously.

3. Approve the minutes of the regular meeting held July 22, 2024 and the special joint meeting held July 31, 2024.

4. Receive and file the Expenditures for the period beginning July 15, 2024 and ending August 16, 2024.

5. Receive and file the Report of Contracts Executed by the City Manager for the Period of July 16, 2024 through August 5, 2024.

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

ADMINISTRATIVE MATTERS:

7. Authorization to issue the Notice Inviting Bids for the clearing and grubbing work of the Carpinteria Avenue Bridge Replacement Project.

Recommendation: Authorize the Public Works Director to advertise the Notice Inviting Bids for the Carpinteria Avenue Bridge Replacement Project – Clearing and Grubbing (Project No. 15016).

Public Works Director Ilasin introduced Kirsten Ayars with Ayars and Associates who presented the PowerPoint presentation.

There was no public comment.

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to authorize the Public Works Director to advertise the Notice Inviting Bids for the Carpinteria Avenue Bridge Replacement Project – Clearing and Grubbing (Project No. 15016). Upon voice vote, the motion carried unanimously.

PUBLIC HEARING:

8. Annual Review of Fire Protection Mitigation Fee Program.

Recommendation: Adopt Resolution No. 6342, approving the update of the Fire Protection Mitigation Fee Schedule for Development and accepting the Carpinteria-Summerland Fire Protection District's Annual Report.

Management Analyst II Downes introduced Mike LoMonaco, Carpinteria-Summerland Fire Protection District Fire Marshall who provided the presentation.

Mayor Clark opened the public hearing at 7:27 pm and being there was no public comment, closed the public hearing at 7:27 pm.

Councilmember Solórzano recommended the Fire District present at a future Council meeting about the District. The Council was in agreement.

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to adopt Resolution No. 6342, as read by title only. Upon voice vote, the motion carried unanimously.

Mayor Clark recessed to a break at 7:30 pm and reconvened the meeting at 7:37 pm.

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:

9. Review and approval of signs for Harbor Seal Rookery.

Recommendation: (1) Receive and file this report and (2) Review and approve the signs for Harbor Seal Rookery.

Parks, Recreation & Community Services Director Gant provided the PowerPoint presentation.

Speakers in-person: Susan Mailheau and Patricia French

Emails distributed: Susan Mailheau and Rhonda Richey

Motion by Councilmember Solórzano, seconded by Councilmember Lee, to approve the two signs as presented to be added to the Harbor Seal Rookery and provide the Ad Hoc Committee with the direction from Council to re-examine what sign will go up once the NOAA sign is taken down.

Councilmember Nomura recommended the motion include a deadline. Discussion ensued amongst the Council.

Councilmember Solórzano amended the motion to approve the two signs as presented to be added to the Harbor Seal Rookery and provide the Ad Hoc Committee with the direction from Council to re-examine what sign will go up once the NOAA sign is taken down and noting that the signs will come back to the City Council before they are officially adopted and all of this to be done before the expiration of the Ad Hoc Committee on December 30, 2024. Councilmember Lee seconded the amended motion. Upon voice vote, the amended motion carried unanimously.

10. Status update on the potential acquisition of 801 Linden Avenue for a Community Center in Carpinteria and discussion of options for use of the Community Project Funding grant award.

    Recommendation: (1) Receive and file staff report and (2) Direct staff as desired.

City Manager Ramirez presented the staff report.

Speakers in-person: Mike Wondolowski, Rogelio Delgado, Kathy Escobar, Cynthia Macias, Jill Stassinos, Roz Kohute, Case Van Wingerden, Josephine Murphy, Gail Marshall, Pat Keiser, Sandy Evans, and John Welty

Speakers via Zoom: Amrita Salm and Susan Bredhoff

Emails distributed: Amrita Salm and Whitney Kopf

Motion by Councilmember Lee, seconded by Councilmember Solórzano, to receive and file the staff report and direct staff to work with foundations to work and hire a consultant and come back to the Council at a future date for a report on the community center.

City Manager Ramirez asked if the Council would like him to approach the Foundation about its interest in doing an appraisal. The Council agreed.

Mayor Clark asked about the next steps.

City Manager Ramirez reported that he previously submitted the request to the Foundation and he would adjust it to include the appraisal and the consultant. He noted once the City hears back in a couple of weeks, he would create a Request for Proposals (RFP) and scope of work and asked if the Council was interested in him returning with the RFP and scope of services at a future Council meeting. The Council agreed to have City Manager Ramirez return to a future Council meeting with the draft RFP and scope of services.

Councilmember Nomura suggested including the RFP verbiage in the motion.

Councilmember Lee modified the motion to receive and file the staff report and direct staff to work with foundations to work and hire a consultant and come back to the Council at a future date for a report on the community center and a draft RFP and scope of services. Councilmember Solórzano seconded the modified motion. Upon voice vote, the motion carried unanimously.

11. Receive and file a report on the considerations (benefits and drawbacks) and process required to transition from a general law city to a charter city and provide direction to staff on next steps.

    Recommendation: Receive and file a report on pursuing charter city status and provide direction to staff.

Community Development Director Bobroff provided the staff report and PowerPoint presentation.

Speakers via Zoom: Amrita Salm

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

LEGISLATIVE UPDATE:

Legal Counsel Acos reported on AB 2561. She noted the bill was currently in flux and recommended the Council hold from taking a position on this bill until it is clarified a bit further. She added that the League of California Cities had not taken a position on the

previous version of this bill and could report on this at the next meeting if there are any updates.

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

Councilmember Solórzano reported on the following:

- BEACON will meet Friday, September 20th at 9 am in the Council Chambers.
- Santa Barbara Metropolitan Transit District Board has been holding closed sessions on real property negotiations and the next regular Board meeting is Tuesday, September 3rd.
- The Senior Services Ad Hoc Planning Committee met on August 5th and acknowledged the conclusion of the Committee.
- The Harbor Seal Advisory Ad Hoc Committee will meet on Wednesday at City Hall.

Councilmember Lee asked about options to address affordable housing. There was Council consensus to direct staff to bring back options to address affordable housing.

Councilmember Nomura mentioned that he is now the Alternate member for the Central Coast Community Energy.

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

All Councilmembers are expected to be in attendance at the September 9th regular Council meeting.

ADJOURNMENT

Mayor Clark adjourned the meeting at 9:44 pm.

Al Clark, Mayor

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk

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

In-Person and Virtual

CALL TO ORDER

Mayor Clark called the meeting to order at 5:30 pm.

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Mónica J. Solórzano Councilmember Wade T. Nomura Vice Mayor Natalia Alarcon Mayor Al Clark
Staff members present:	Michael Ramirez, City Manager 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 Ryan Benson, Limited-Term Management Analyst Jeanette Gant, Parks, Recreation & Community Services Director Mindy Fogg, Principal Planner

PLEDGE OF ALLEGIANCE

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

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

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

AGENDA MODIFICATIONS: NONE

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS

1. Proclamation Declaring September 15, 2024 to October 15, 2024 as Hispanic Heritage Month. *(Requires approval prior to presentation of proclamation.)*

Speakers in-person: Rogelio Delgado and Sonia Aguila

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to approve the Proclamation Declaring September 15, 2024 to October 15, 2024 as Hispanic Heritage Month. Upon voice vote, the motion carried unanimously.

Mayor Clark and the City Council presented the proclamation to Ms. Aguila who provided comments.

2. Proclamation Proclaiming September 2024 as "Suicide Prevention" Month. *(Requires approval prior to presentation of proclamation.)*

There was no public comment.

Motion by Councilmember Nomura, seconded by Vice Mayor Alarcon, to approve the Proclamation Proclaiming September 2024 as "Suicide Prevention" Month. Upon voice vote, the motion carried unanimously.

Mayor Clark presented the proclamation to Amrita Salm, Becky Norton, and Lucia Torres, all representing HopeNet of Carpinteria, who provided remarks.

3. Proclamation Designating the Week of September 8 – 14, 2024 as "Celebrate Community Week." *(Requires approval prior to presentation of proclamation.)*

Speakers in-person: Suzanne Schneider and Steve Gerteis, both representing Carpinteria Morning Rotary Club.

Motion by Councilmember Nomura, seconded by Vice Mayor Alarcon, to approve the Proclamation Designating the Week of September 8 – 14, 2024 as "Celebrate Community Week." Upon voice vote, the motion carried unanimously.

Mayor Clark and the City Council presented the proclamation to Ms. Schneider and Mr. Gerteis, who provided comments.

4. Introduction of new employee Ryan Benson, Limited-Term Management Analyst.

Assistant City Manager Kintz introduced Limited-Term Management Analyst Ryan Benson who provided remarks.

5. Introduction of new Chief of Police, Lieutenant Rich Brittingham with the Santa Barbara County Sheriff's Department.

City Manager Ramirez noted Lieutenant Brittingham is out sick and his introduction, the Sheriff's Recap, and Item No. 9 would need to be postponed to the next regular Council meeting.

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

Mayor Clark temporarily adjourned the meeting at 5:58 pm.

RECONVENE THE REGULAR MEETING OF THE CITY COUNCIL

Mayor Clark reconvened the meeting at 6:15 pm.

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS

This item was postponed to the next regular City Council meeting.

CITY MANAGER'S REPORT

a. Senior Services Programming

None.

b. City Employee Updates

City Manager Ramirez reported on City recruitments.

c. Updates on Capital Improvement Projects

None.

d. Updates on Development Applications

Principal Planner Fogg announced that the September 16th General Plan Update Committee meeting was cancelled and noted the County's Bailard "Red Tail" Residential Development Application was deemed complete by County Planning and Development.

City Manager Ramirez reported on the FEMA 90-Day Appeal and Comment Period for the proposed updates to the flood insurance rate maps for community countywide, including Carpinteria.

e. Other City/Community Updates

Parks, Recreation & Community Services Director Gant reported on AgeWell's Dia De Los Abuelos celebration, the Saturday Excursion - End of Summer Poolside Picnic, and provided an update on Ocean Beach Services.

Vice Mayor Alarcon requested at the next Council meeting a recap of any large incidents that may have occurred at the beach. Parks, Recreation & Community Service Director Gant acknowledged Vice Mayor Alarcon's request.

Speakers in-person: Amrita Salm and Rogelio Delgado

PLANNING COMMISSION ACTIONS:

Principal Planner Fogg reported on the Planning Commission Actions from its meeting of September 3, 2024.

There was no public comment.

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Speakers in-person: Stephen Marcussen, Eileen Marcussen, Ann Matson, Erick Trigueros, and Rogelio Delgado

Emails distributed: Ron Nusenoff and Rita Manning

CONSENT CALENDAR:

There was no public comment.

Motion by Councilmember Lee, seconded by Councilmember Solórzano, to approve the Consent Calendar Item Nos. 6 through 7. Upon voice vote, the motion carried unanimously.

6. Approve the minutes of the regular meeting held August 26, 2024.

7. Receive and file the Expenditures for the period beginning August 19, 2024 and ending August 30, 2024.

ADMINISTRATIVE MATTERS:

8. First Amendment to Agreement Between Carpinteria Skate Foundation and the City of Carpinteria for Skate Park Youth Services.

   Recommendation: Authorize the City Manager to execute the first amendment to the agreement with the Carpinteria Skate Foundation.

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

Speakers in-person: Peter Bonning

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to authorize the City Manager to execute the agreement with the Carpinteria Skate Foundation. Upon voice vote, 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:

9. Annual Report on Law Enforcement Services.

   Recommendation: Receive and file the report.

This item was postponed to the next regular Council meeting.

LEGISLATIVE UPDATE:

Legal Counsel Acos reported on AB 98 and AB 2561.

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

Councilmember Solórzano announced that the Ad Hoc Harbor Seal Advisory Committee will meet on September 12th at 3:00 pm.

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

All Councilmembers are expected to be in attendance at the September 23rd regular Council meeting.

ADJOURNMENT

Mayor Clark adjourned the meeting at 7:10 pm.

Al Clark, Mayor

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria
City Council Minutes
Regular Meeting
Monday, September 23, 2024

Council Chamber, 5775 Carpinteria Avenue, Carpinteria, CA 93013

In-Person and Virtual

CALL TO ORDER

Mayor Clark called the meeting to order at 5:30 pm.

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Mónica J. Solórzano Councilmember Wade T. Nomura Vice Mayor Natalia Alarcon Mayor Al Clark
Staff members present:	Michael Ramirez, City Manager Jena Shoaf Acos, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria Sydne Rennie, 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 John L. Ilasin, Public Works Director Erin Maker, Environmental Program Manager Stephon Downes, Management Analyst II Robert Howard, Public Works Supervisor

PLEDGE OF ALLEGIANCE

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

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

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

AGENDA MODIFICATIONS: NONE

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS

1. South Coast Youth Safety Partnership Presentation by Steve DeLira, Family Youth Services Director with CommUnify.

Steve DeLira, Family Youth Services Director with CommUnify provided the PowerPoint presentation.

There was no public comment.

CITY MANAGER'S REPORT

a. Senior Services Programming

None.

b. City Employee Updates

Assistant City Manager Kintz reported on City recruitments.

c. Updates on Capital Improvement Projects

None.

d. Updates on Development Applications

Community Development Director Bobroff announced that the preliminary review of the Palms Restaurant renovation will go before the Architectural Review Board on September 26th.

e. Other City/Community Updates

Assistant City Manager Kintz reported on summertime incidents on Carpinteria beaches.

Community Development Director Bobroff announced that the County Planning Commission would hold a public hearing on September 25th to consider a cannabis ordinance update.

Public Works Director Ilasin provided an update on the Southern California Gas Company Hydrostatic Testing Operation.

Environmental Program Manager Maker summarized activities related to Creek Week.

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Speakers in-person: Stephen Marcussen, Bob Franco, and Amrita Salm

Speakers via Zoom: Susan Allen

In response to Ms. Salm's comment, Mayor Clark requested an update on the resurfacing project on Arbol Verde and the pavement rehabilitation project. City Manager Ramirez replied that an update would be provided in the next City Manager's Report.

CONSENT CALENDAR:

There was no public comment.

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

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

3. Receive and file the Expenditures for the period beginning September 2, 2024 and ending September 13, 2024.

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

5. Adopt Resolution No. 6343, approving an amendment to the City's Conflict of Interest Code.

6. Receive and file report on General Government staffing needs and the Management Assistant recruitment.

ADMINISTRATIVE MATTERS:

7. Special Event Permit Application for the 2024 California Avocado Festival.

   Recommendation: (1) Approve the Special Event Permit Application for the 2024 California Avocado Festival, and (2) Designate the area within the event footprint as a public park during the hours of operation pursuant to Carpinteria Municipal Code Section 10.68.010, and (3) Authorize expenditures for temporary traffic control and street cleaning services. *(This motion requires a roll call vote.)*

Public Works Director Ilasin presented the staff report and introduced Olivia Sorgman and Gary Dobbins both representing the California Avocado Festival and Captain Dave Baker with the Carpinteria-Summerland Fire Protection District who provided remarks.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to (1) Approve the Special Event Permit Application for the 2024 California Avocado Festival, (2) Designate the area within the event footprint as a public park during the hours of operation pursuant to Carpinteria Municipal Code Section 10.68.010, and (3) Authorize expenditures for temporary traffic control and street cleaning services. The roll call vote on the motion was as follows:

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

The motion carried unanimously.

8. Carpinteria Groundwater Sustainability Agency Joint Executive Powers Agreement First Amendment.

   Recommendation: Approve the First Amendment to the Joint Exercise of Powers Agreement by and among the Carpinteria Valley Water District, the City of Carpinteria, the Santa Barbara County Water Agency, and the County of Ventura, and authorize the Mayor to execute the aforementioned Agreement.

Environmental Program Manager Maker provided the staff report.

There was no public comment.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to approve the First Amendment to the Joint Exercise of Powers Agreement by and among the Carpinteria Valley Water District, the City of Carpinteria, the Santa Barbara County Water Agency, and the County of Ventura, and authorize the Mayor to execute the aforementioned Agreement. Upon voice vote, the motion carried unanimously.

9. Santa Barbara County Regional SB 1383 Food Recovery Plan Memorandum of Understanding.

   Recommendation: Approve and authorize the City Manager to execute the 2025-2027 Memorandum of Understanding between the City of Carpinteria and the County of Santa Barbara for the Santa Barbara County Regional Senate Bill 1383 Food Recovery Plan.

Environmental Program Manager Maker presented the staff report.

There was no public comment.

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to approve and authorize the City Manager to execute the 2025-2027 Memorandum of Understanding between the City of Carpinteria and the County of Santa Barbara for the Santa Barbara County Regional Senate Bill 1383 Food Recovery Plan. Upon voice vote, the motion carried unanimously.

PUBLIC HEARING:

10. Approve the first reading of Ordinance No. 786, an Ordinance of the City Council of the City of Carpinteria, amending Carpinteria Municipal Code Section 8.20 pertaining to public sleeping and camping.

    Recommendation: (1) Approve the first reading of Ordinance No. 786, amending CMC Section 8.20, as read by title only and (2) Find that approval and adoption of Ordinance No. 786 is exempt from CEQA pursuant to Sections 15060(c)(2), 15060(c)(3), and 15061(b)(3) of the CEQA Guidelines. *(Requires reading of ordinance title and a roll call vote.)*

Legal Counsel Acos and Rennie provided the PowerPoint presentation.

Speakers via Zoom: Susan Allen

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to (1) approve the first reading of Ordinance No. 786, amending CMC Section 8.20, as read by title only; and (2) find that approval and adoption of Ordinance No. 786 is exempt from CEQA pursuant to Sections 15060(c)(2), 15060(c)(3), and 15061(b)(3) of the CEQA Guidelines.

City Clerk Barrett read aloud the title of Ordinance No. 786 into the record.

The City Council provided the following direction on updating the Administrative Policy for Enforcement of No Camping Regulations:

- Vice Mayor Alarcon suggested the purpose and authority of the Administrative Policy need to be updated based on the new information received and that Step #3 either be removed or done differently.

- Councilmember Solórzano recommended keeping Step #3, but adding language to make it more flexible so that if something is not available it doesn't put undue pressure on Code Compliance in trying to follow-up on that in the moment.

- Councilmember Lee suggested reaching out to other local cities to make sure everything is consistent.

Legal Counsel Acos noted that staff has already reached out to local cities to make sure the City is somewhat consistent within the County, but could not promise that the City's language would be the same in terms of the administrative policy.

The roll call vote on the motion was as follows:

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

The motion carried unanimously.

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

MATTERS CONTINUED FROM PREVIOUS MEETINGS: NONE

OTHER BUSINESS:

11. Street Sweeping Equipment.

    Recommendation: Direct staff to pursue one of the following options for continuing the Street Sweeping Program: (a) Continue street sweeping equipment rental and wait for electric street sweeping equipment delivery, or (b) Purchase preowned street sweeping equipment, discontinue rental, and wait for electric street sweeping equipment delivery, or (c) Purchase preowned street sweeping equipment, discontinue rental, and void the purchase order of the electric street sweeping equipment. *(This motion will require a roll call vote if Option A or B is chosen.)*

Management Analyst II Downes and Public Works Supervisor Howard presented the staff report.

There was no public comment.

Motion by Councilmember Lee, seconded by Councilmember Solórzano, to direct staff to pursue Option C: Purchase preowned street sweeping equipment, discontinue rental, and void the purchase order of the electric street sweeping equipment. The roll call vote on the motion was as follows:

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

The motion carried unanimously.

LEGISLATIVE UPDATE:

Legal Counsel Acos reported on the League of California Cities Veto Requests for AB 98, AB 2561, and SB 1037.

Motion by Councilmember Solórzano, seconded by Councilmember Lee, to direct staff to write a veto request letter for SB 1037.

Speakers in-person: Patrick O'Connor

Mayor Clark asked if the Council wanted to add a veto request letter for AB 98.

Councilmember Solórzano amended the motion to direct staff to write veto request letters for SB 1037 and AB 98. Councilmember Lee seconded the amended motion. Upon voice vote, the amended motion carried unanimously.

Legal Counsel Acos reported on the League of California Cities Signature Requests for AB 2081, AB 2330, and AB 2574, but noted that AB 2081 and AB 2574 have both been signed by the Governor and AB 2330 had been vetoed by the Governor and there is no action needed.

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

Councilmember Solórzano reported on the following:

- BEACON met on September 20th and discussed the Board Visioning Discussion Session on what BEACON will look like in the future; approved contracts including one with HDR Engineering, Inc. to develop a Debris Basin Modification Best Practices Manual; and received a Director's Report
- Santa Barbara Metropolitan Transit District Board met on September 17th and discussed its FY 2023-24 Fourth Quarter Performance Reports and looked at a draft service and fare change equity policy.
- Ad Hoc Harbor Seal Advisory Committee met on September 12th and continued refining the Committee's priorities, received an update from the Data Collection subcommittee, and approved the new harbor seal webpage.

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

All Councilmembers are expected to be in attendance at the October 14th regular meeting.

ADJOURNMENT

Mayor Clark adjourned the meeting at 7:46 pm.

Al Clark, Mayor

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria
City Council Minutes
Regular Meeting
Monday, October 14, 2024

Council Chamber, 5775 Carpinteria Avenue, Carpinteria, CA 93013

In-Person and Virtual

CALL TO ORDER

Mayor Clark called the meeting to order at 4:05 pm.

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Mónica J. Solórzano Councilmember Wade T. Nomura Vice Mayor Natalia Alarcon Mayor Al Clark
Staff members present:	Michael Ramirez, City Manager 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

PUBLIC COMMENT ON CLOSED SESSION MATTERS

There was no public comment on the Closed Session matter.

CLOSED SESSION

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

Legal Counsel Acos read aloud for the record the Closed Session Item.

TEMPORARY ADJOURNMENT TO CLOSED SESSION

Mayor Clark temporarily adjourned the meeting to Closed Session at 4:06 pm.

CALL TO ORDER

Mayor Clark called the meeting to order at 5:33 pm.

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Mónica J. Solórzano Councilmember Wade T. Nomura Vice Mayor Natalia Alarcon Mayor Al Clark
Staff members present:	Michael Ramirez, City Manager Jena Shoaf Acos, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria Sydne Levy, 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 John L. Ilasin, Public Works Director DeLayni Millar, Limited-Term Environmental Program Specialist Jody Thomas, City Librarian Lieutenant Rich Brittingham, Santa Barbara County Sheriff's Department

CLOSED SESSION REPORT

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

PLEDGE OF ALLEGIANCE

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

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

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

AGENDA MODIFICATIONS:

Mayor Clark announced that Consent Calendar Item No. 8 (Approve Amendment No. 1 to the Agreement between the City of Carpinteria and The South Coast Community Media

Access Center)would not be heard tonight and would be postponed to a future Council meeting. The Council was in agreement.

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS

2. Introduction of new employee DeLayni Millar, Limited-Term Environmental Program Specialist.

Public Works Director Ilasin introduced new employee DeLayni Millar, Limited-Term Environmental Program Specialist who provided remarks.

3. Introduction of new Chief of Police, Lieutenant Rich Brittingham with the Santa Barbara County Sheriff's Department.

City Manager Ramirez introduced new Chief of Police, Lieutenant Rich Brittingham with the Santa Barbara County Sheriff's Department who provided remarks.

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

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

RECONVENE THE REGULAR MEETING OF THE CITY COUNCIL

Mayor Clark reconvened the meeting at 5:50 pm.

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS

Lieutenant Brittingham with the Santa Barbara County Sheriff's Department provided a law enforcement report for the months of August and September.

There was no public comment.

CITY MANAGER'S REPORT

a. Senior Services Programming

   None.

b. City Employee Updates

   City Manager Ramirez reported on open City recruitments.

c. Updates on Capital Improvement Projects

City Manager Ramirez provided an update on the 2023 Pavement Maintenance and Rehabilitation Project and he and Public Works Director Ilasin responded to questions from the Council.

d. Updates on Development Applications

Community Development Director Bobroff provided a status update on the renovation of the Palms Restaurant.

e. Other City/Community Updates

Community Development Director Bobroff reported that the Draft Objective Design Standards will go before the Architectural Review Board on October 17th and noted that the Santa Barbara County Planning Commission's consideration of proposed amendments to the County's commercial cannabis regulations has been continued to the November 6th hearing due to extensive public interest.

Speakers via Zoom: Susan Allen

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Speakers in-person: Brian Mootz, Susan Mailheau, and Rogelio Delgado

Emails distributed: Carla Cahill and Van Fleisher, President of C-DOG

PLANNING COMMISSION ACTIONS

Community Development Director Bobroff reported on the Planning Commission Actions from its meeting of October 7, 2024.

There was no public comment.

CONSENT CALENDAR:

There was no public comment.

Consent Calendar Item No. 8 (Approve Amendment No. 1 to the Agreement between the City of Carpinteria and The South Coast Community Media Access Center) was not heard and postponed to a future Council meeting.

Motion by Councilmember Lee, seconded by Councilmember Nomura, to approve the Consent Calendar Item Nos. 4 through 7. The roll call vote on the motion was as follows:

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

NOES: None
ABSENT: None
ABSTAIN: None

The motion carried unanimously.

4. Approve the minutes of the regular meeting held September 23, 2024.

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

6. Approve a budget appropriation in the amount of $402,564 from the Local Surface Transportation Program funds to the Capital Improvements Fund of the Fiscal Year 2024/25 Capital Improvements Program Budget for the 2022 Pavement Rehabilitation Project. *(This motion requires a roll call vote.)*

7. Adopt Ordinance No. 786 (second reading), amending Carpinteria Municipal Code Section 8.20 pertaining to public sleeping and camping. *(This motion requires a roll call vote.)*

ADMINISTRATIVE MATTERS:

9. Revision of Joint Powers Agency ("JPA") Agreement and amended bylaws of the Black Gold Cooperative Library System ("Black Gold").

   Recommendation: Authorize the City Manager to sign the Amended and Restated Joint Powers Agreement of the Black Gold Cooperative Library System and the Amended Bylaws of the Back Gold Cooperative Library System.

City Librarian Thomas presented the staff report.

There was no public comment.

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to authorize the City Manager to sign the Amended and Restated Joint Powers Agreement of the Black Gold Cooperative Library System and the Amended Bylaws of the Black Gold Cooperative Library System. The roll call vote on the motion was as follows:

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

The motion carried unanimously.

10. Receive and file the updated Administrative Policy for Enforcement of No Camping Regulations (CMC 8.20 and 12.24).

    Recommendation: (1) Receive and file the updated Administrative Policy for Enforcement of No Camping Regulations (CMC 8.20 and 12.24) and (2) Find that receipt and file of the updated Administrative Policy for Enforcement of No Camping Regulations (CMC 8.20 and 12.24) is exempt from CEQA pursuant to Sections 15060(c)(2), 15060(c)(3), and 15061(b)(3) of the CEQA Guidelines.

Legal Counsel Acos introduced Legal Counsel Levy who presented the staff report and PowerPoint presentation.

Speakers via Zoom: Susan Allen

The Council directed staff to prepare a flow chart for the updated Administrative Policy for Enforcement off No Camping Regulations and post on the City's website.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to adopt Ordinance No. 786 (second reading), as read by title only.

Legal Counsel Acos identified that the Council had adopted Ordinance No. 786 earlier in the meeting and the Council was currently considering to receive and file the updated Administrative Policy for Enforcement of No Camping Regulations and the finding that the receive and file is exempt from CEQA.

Councilmember Solórzano modified the motion to (1) receive and file the updated Administrative Policy for Enforcement of No Camping Regulations (CMC 8.20 and 12.24) 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. Councilmember Nomura seconded the modified motion. Upon voice vote, the modified 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:

11. Annual Report on Law Enforcement Services.

    Recommendation: Receive and file the report.

Lieutenant Rich Brittingham with the Santa Barbara County Sheriff's Department provided the PowerPoint presentation.

Speakers in-person: Kathy Henry and Rogelio Delgado

Speakers via Zoom: Lorraine McIntire

Motion by Councilmember Nomura, seconded by Vice Mayor Alarcon, to receive and file the Annual Report on Law Enforcement Services. Upon voice vote, the motion carried unanimously.

LEGISLATIVE UPDATE: NONE

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

Councilmember Nomura reported on his attendance at the Joint Utilities Committee (Carpinteria Valley Water District, Carpinteria Sanitary District and the City) and noted plans for three injection wells at different areas within the next four years.

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

All Councilmembers are expected to be in attendance at the October 28th regular meeting.

ADJOURNMENT

Mayor Clark adjourned the meeting at 7:46 pm.

Al Clark, Mayor

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria
City Council Minutes
Regular Meeting
Monday, October 28, 2024

Council Chamber, 5775 Carpinteria Avenue, Carpinteria, CA 93013

In-Person and Virtual

CALL TO ORDER

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

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Mónica J. Solórzano Councilmember Wade T. Nomura Vice Mayor Natalia Alarcon Mayor Al Clark
Staff members present:	Michael Ramirez, City Manager Sydne Levy, 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 Jody Thomas, City Librarian Nick Bobroff, Community Development Director David Hernandez, Code Compliance Supervisor Licette Maldonado, Administrative Services Director John L. Ilasin, Public Works Director Jeanette Gant, Parks, Recreation & Community Services Director

PLEDGE OF ALLEGIANCE

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

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

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

AGENDA MODIFICATIONS: NONE

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS

1. Proclamation Recognizing and Celebrating the 38th Anniversary of the California Avocado Festival. *(Requires approval prior to presentation of proclamation.)*

There was no public comment.

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to approve the Proclamation Recognizing and Celebrating the 38th Anniversary of the California Avocado Festival. Upon voice vote, the motion carried unanimously.

Mayor Clark and the City Council presented the proclamation to Mike Lazaro and Olivia Sorgman. Ms. Sorgman provided remarks.

2. Presentation on Status Report of Carpinteria and Montecito Libraries, including Recommendations regarding Montecito Library joining Carpinteria Community Library by Martín Gómez, Principal Consultant for MJ Gómez and Associates.

City Librarian Thomas introduced Martín Gómez, Principal Consultant for MJ Gómez and Associates who provided the staff report and PowerPoint presentation. City Librarian Thomas introduced Glynn Birdwell, Chair of the Carpinteria Library Advisory Commission and Pat Saley, representing Friends of the Montecito Library, and both provided remarks.

Speakers in-person: Fred Shaw, Pat Saley representing Friends of the Montecito Library, and Gaby Edwards representing Friends of the Carpinteria Library

Motion by Councilmember Nomura, seconded by Councilmember Solórzano, to receive and file the presentation. Upon voice vote, the motion carried unanimously.

CITY MANAGER'S REPORT

a. Senior Services Programming

None.

b. City Employee Updates

City Manager Ramirez reported on City recruitments.

c. Updates on Capital Improvement Projects

None.

d. Updates on Development Applications

Community Development Director Bobroff reported that the Planning Commission on November 4th will receive a six-month status report on the Monte Vista Dog Park Pilot Program.

e. Other City/Community Updates

City Manager Ramirez spoke on the issue of illegal dumping with the trash bins at the City Beach Ends as well as responded to a public comment the City Council received at its meeting on October 14th regarding trash on the east end of Carpinteria Avenue. He also announced that the Library will be open on the Veterans Day Holiday, Monday, November 11th; however, the Community Pool will be closed and there will be no Agewell programming that day.

Community Development Director Bobroff stated that the Planning Commission on November 4th will consider a suite of proposed ordinances to implement necessary rezones to meet the City's Regional Housing Needs Allocation ("RHNA") as part of the City's adopted 2023-2031 Housing Element. He also noted that Chief Building Inspector and Plans Examiner Dan Chepley has accepted the position of Chief Building Official with the County of Santa Cruz.

There was no public comment.

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Speakers in-person: Eileen Marcussen and Annie Sly

Emails distributed: Van Fleisher, representing C-DOG

CONSENT CALENDAR:

There was no public comment.

Motion by Councilmember Lee, seconded by Councilmember Nomura, to approve the Consent Calendar Item Nos. 3 through 8. Upon voice vote, the motion carried unanimously.

3. Approve the minutes of the regular meeting held October 14, 2024.

4. Receive and file the Expenditures for the period beginning October 7, 2024 and ending October 18, 2024.

5. Receive and file the Report of Contracts Executed by the City Manager for the Period of August 6, 2024 through October 7, 2024.

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

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

8. Adopt Resolution No. 6345, receiving and filing the Annual City Investment Policy.

ADMINISTRATIVE MATTERS:

9. Code Compliance Quarterly Report Q3, 2024.

   Recommendation: Receive and file the Q3 Code Compliance Quarterly Report.

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

Speakers via Zoom: Susan Allen

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to receive and file the Q3 Code Compliance Quarterly Report. Upon voice vote, the motion carried unanimously.

PUBLIC HEARING: NONE

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

MATTERS CONTINUED FROM PREVIOUS MEETINGS: NONE

OTHER BUSINESS:

10. First Quarter Department Reports for Fiscal Year 2024/25 Budget.

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

City Manager Ramirez introduced the item and presented the General Government Department PowerPoint along with City Clerk Barrett.

Mayor Clark recessed to a break at 7:31 pm and reconvened the meeting at 7:38 pm.

Administrative Services Director Maldonado provided the Administrative Services Department PowerPoint.

Community Development Director Bobroff presented the Community Development Department PowerPoint.

City Manager Ramirez noted there was a correction to the staff report on the Upcoming Priorities for the Next Quarter under the Legislative & Policy Program (pdf page 7 of the staff report) in that the Entertainment License will be an update, not a public hearing.

Public Works Director Ilasin provided the Public Works Department PowerPoint.

Parks, Recreation and Community Services Director Gant presented the Parks, Recreation and Community Services Department PowerPoint.

Motion by Councilmember Nomura, seconded by Vice Mayor Alarcon, to receive and file the First Quarter Department Reports for the Fiscal Year 2024/25 Budget. Upon voice vote, the motion carried unanimously.

LEGISLATIVE UPDATE: NONE

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

Councilmember Solórzano reported on the following:

- Santa Barbara Joint Affordable Housing Task Group met on October 24th and had roundtable updates from the members and will be looking for a new Chair for next year since Supervisor Das Williams will be stepping down.

- Ad Hoc Harbor Seal Advisory Committee met on October 23rd and is finalizing recommendations to Council from the Data Collection and Survey Subcommittees and will narrow down final priorities at its next meeting.

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

All Councilmember are expected to be in attendance at the November 12th regular meeting.

ADJOURNMENT

Mayor Clark adjourned the meeting at 8:34 pm.

Al Clark, Mayor

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria
City Council Minutes
Special Meeting
Friday, November 8, 2024

Council Chamber, 5775 Carpinteria Avenue, Carpinteria, CA 93013
Carpinteria Skate Park, east and adjacent to Carpinteria City Hall)
Carpinteria Community Library, 5141 Carpinteria Avenue, Carpinteria, CA 93013
Veterans Memorial Building, 941 Walnut Avenue, Carpinteria, CA 93013
Carpinteria Avocado Farm (at northeastern corner of Via Real and Casitas Pass Rd.)

In-Person

CALL TO ORDER

Vice Mayor Alarcon called the meeting to order at 12:51 pm.

ROLL CALL

Councilmembers present:	Councilmember Mónica Solórzano Councilmember Wade T. Nomura Vice Mayor Natalia Alarcon Mayor Al Clark (arrived at 12:54 pm)
Councilmembers absent:	Councilmember Roy Lee
Staff members present:	Michael Ramirez, City Manager Ryan Kintz, Assistant City Manager Brian C. Barrett, City Clerk John L. Ilasin, Public Works Director Jeanette Gant, Parks, Recreation & Community Services Director Aida Thau, Program Manager Eric Castro, Community Engagement Library Specialist Lieutenant Rich Brittingham with the Santa Barbara County Sheriff's Department

CITY COUNCIL BUSINESS

1. **The City Council will tour the above mentioned locations with Congressman Salud Carbajal at the estimated times noted above.**

Councilmembers Solórzano and Nomura and Vice Mayor Alarcon and City staff left the Council Chambers at 12:52 pm and headed to the Carpinteria Skate Park.

Mayor Clark jointed the Council at 12:54 pm in front of City Hall and the Council and staff welcomed Congressman Salud Carbajal.

The Council, Congressman Carbajal, and City staff walked to the Carpinteria Skate Park where Councilmember Nomura and Program Manager Thau spoke on the establishment of the Skate Park and Lieutenant Brittingham spoke on the benefits the Skate Park has on youth.

The Council, Congressman Carbajal, and City staff traveled by car to the Carpinteria Community Library and arrived at the Library at 1:08 pm where Community Engagement Library Specialist Castro spoke about the various programs the Library offers.

The Council, Congressman Carbajal, and City staff then walked to the Veterans Memorial Building and arrived at 1:21 pm where Parks, Recreation and Community Services Director Gant spoke about the Veterans Memorial Building.

The Council, Congressman Carbajal, and City staff traveled by car to the Carpinteria Avocado Farm and arrived at 1:43 pm. Former Parks, Recreation and Community Services Director Matt Roberts spoke about the history and vision of the Carpinteria Avocado Farm. City Clerk Barrett presented a basket of Carpinteria avocados to Congressman Carbajal. Congressman Carbajal departed from the Carpinteria Avocado Farm.

The Council and City staff returned by car and arrived at the Council Chambers at 2:11 pm. Vice Mayor Alarcon passed the gavel to Mayor Clark.

PUBLIC COMMENT WILL BE HEARD CONCERNING ONLY THE AGENDIZED ITEM FOR THIS SPECIAL MEETING WHEN THE COUNCIL RETURNS TO THE COUNCIL CHAMBER AT APPROXIMATELY 2:11 PM.

There was no public comment.

ADJOURNMENT

Mayor Clark adjourned the meeting at 2:11 pm.

Natalia Alarcon, Vice Mayor
Al Clark, Mayor

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria
City Council Minutes
Regular Meeting
Tuesday, November 12, 2024

Council Chamber, 5775 Carpinteria Avenue, Carpinteria, CA 93013

In-Person and Virtual

CALL TO ORDER

Mayor Clark called the meeting to order at 5:30 pm.

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Mónica J. Solórzano Councilmember Wade T. Nomura (arrived at 5:42 pm) Vice Mayor Natalia Alarcon Mayor Al Clark
Staff members present:	Michael Ramirez, City Manager Jena Shoaf Acos, on behalf of Brownstein Hyatt Farber Schreck, LLP acting as City Attorney of the City of Carpinteria Brian C. Barrett, City Clerk Lieutenant Rich Brittingham, Santa Barbara County Sheriff's Department Nick Bobroff, Community Development Director John L. Ilasin, Public Works Director Megan Musolf, Assistant Planner

PLEDGE OF ALLEGIANCE

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

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

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

AGENDA MODIFICATIONS: NONE

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS: NONE

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

Mayor Clark temporarily adjourned the meeting at 5:31 pm.

RECONVENE THE REGULAR MEETING OF THE CITY COUNCIL

Mayor Clark reconvened the meeting at 5:51 pm.

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS

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

There was no public comment.

CITY MANAGER'S REPORT

a. City Employee Updates

City Manager Ramirez reported on open City recruitments.

b. Updates on Capital Improvement Projects

None.

c. Updates on Development Applications

Community Development Director Bobroff noted that the Palms Restaurant Renovation is scheduled for Planning Commission review on December 2, 2024 and the Surfliner Inn Project is scheduled for the Architectural Review Board on December 12, 2024.

City Manager Ramirez acknowledged that there was a public comment made at the October 28th Council meeting in regards to the Surfliner Inn Project and he would provide a further update and response to that comment at a future Council meeting.

d. Other City/Community Updates

City Manager Ramirez announced AgeWell will hold a Community Forum on November 14th at 1 pm in the Veterans Hall Meeting Room. He said AgeWell is also launching a PEARLS group session designed to promote emotional well-being and support positive lifestyle changes and is available exclusively in Spanish starting November 12th and will be held every Tuesday from 10:30 am to noon at

the Veterans Hall Meeting Room. He noted that the construction of the winter berm is tentatively scheduled for the week of November 18th. Lastly, he provided an update on the Diversity, Equity, and Inclusion work.

There was no public comment.

PLANNING COMMISSION ACTIONS:

Community Development Director Bobroff reported on the Planning Commission Actions from its meeting of November 4, 2024.

There was no public comment.

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Speakers in-person: Case Van Wingerden and Rogelio Delgado

CONSENT CALENDAR:

Councilmember Nomura recused himself from the approval of the Consent Calendar (Item No. 3 in particular) due to a perception of a potential conflict of interest as his wife Debbie Nomura is the Executive Director for the Alcazar Theater and he left the Council Chambers at 6:23 pm.

There was no public comment.

Motion by Councilmember Lee, seconded by Councilmember Solórzano, to approve the Consent Calendar Item Nos. 1 through 3. The roll call vote on the motion was as follows:

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

The motion carried.

1. Approve the minutes of the regular meeting held October 28, 2024.

2. Receive and file the Expenditures for the period beginning October 21, 2024 and ending November 1, 2024.

3. Approve appropriations for the Community Services Support Grant program for the current fiscal year (FY) 2024-2025 totaling $152,250. *(Requires a roll call vote.)*

Councilmember Nomura returned to the dais at 6:24 pm.

ADMINISTRATIVE MATTERS:

4. First Amendment of the Freeway Maintenance Agreement with the State of California Department of Transportation for the Highway 101 Carpinteria to Santa Barbara Project-Phase 4A.

   Recommendation: Authorize the City Manager to execute the First Amendment of the Freeway Maintenance Agreement with the State of California Department of Transportation for the Highway 101 Carpinteria to Santa Barbara Project-Phase 4A. *(Requires a roll call vote.)*

Public Works Director Ilasin presented the staff report.

There was no public comment.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to authorize the City Manager to execute the First Amendment of the Freeway Maintenance Agreement with the State of California Department of Transportation for the Highway 101 Carpinteria to Santa Barbara Project – Phase 4A. The roll call vote on the motion was as follows:

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

The motion carried unanimously.

5. Consider canceling the regular City Council meeting for December 23, 2024.

   Recommendation: Authorize the cancelation of the regular City Council meeting on December 23, 2024.

City Clerk Barrett provided the staff report.

There was no public comment.

Motion by Vice Mayor Alarcon, seconded by Councilmember Nomura, to authorize the cancellation of the regular City Council meeting on December 23, 2024. Upon voice vote, the motion carried unanimously.

6. City Council Advisory Group Handbook, Appointment Process Policy, and Dissolution of the Standing City Council Boards, Commissions and Committees Interview Committee.

   Recommendation: Adopt Resolution No. 6346, adopting the City Council Advisory Group Handbook and Appointment Process Policy and dissolve the Standing City Council Boards, Commissions, and Committees Interview Committee.

City Clerk Barrett presented the staff report and PowerPoint presentation.

Speakers in-person: Patrick O'Connor

Councilmember Solórzano asked about including a policy in the Council Advisory Group Handbook prohibiting relatives from serving on the same Council Advisory Group. The Council was in agreement to add the prohibition of relatives from serving on the same Council Advisory Group to the Council Advisory Group Handbook.

Vice Mayor Alarcon suggested advertising open Council Advisory Groups using the A-frame signs.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to (1) adopt Resolution No. 6346, as read by title only; (2) approve the City Council Advisory Group Handbook with the addition of prohibiting immediate family members from serving on the same City Council Advisory Group (immediate family defined as legal partner, spouse, or children) and (3) dissolve the Standing City Council Boards, Commissions and Committees Interview Committee. Upon voice vote, the motion carried unanimously.

PUBLIC HEARING:

7. Hearing at the request of the City of Carpinteria to: (1) Adopt Resolution No. 6344, amending the Safety Element of the City of Carpinteria General Plan to incorporate in its entirety, the City's adopted Local Hazard Mitigation Plan ("LHMP"), pursuant to California (State) Assembly Bill ("AB") 2140; and (2) Determine that the proposed General Plan amendment is exempt from review under the California Environmental Quality Act ("CEQA") pursuant to Sec. 15061(b)(3) of the CEQA Guidelines (and Public Resources Code Sec. 21065).

   Recommendation: (1) Adopt Resolution No. 6344 (Attachment A), as read by title only, amending the Safety Element of the General Plan to incorporate the adopted Local Hazard Mitigation Plan; and (2) Determine that the proposed General Plan amendment is exempt from review under the California Environmental Quality Act ("CEQA") pursuant to Sec. 15061(b)(3) of the CEQA Guidelines and Public Resources Code Sec. 21065; and approve the proposed CEQA Notice of Exemption (Attachment D).

Community Development Director Bobroff introduced Assistant Planner Musolf who provided the staff report and PowerPoint presentation.

Mayor Clark opened the public hearing at 7:08 pm and being there was no verbal public comment, closed the public hearing at 7:08 pm.

Emails distributed: Chad Moore

Motion by Vice Mayor Alarcon, seconded by Councilmember Solórzano, to adopt Resolution No. 6344, amending the Safety Element of the General Plan to incorporate the Local Hazard Mitigation Plan as part of the Safety Element in compliance with AB 2140 and determine that this project is exempt from environmental review under CEQA pursuant to CEQA guidelines Section 15061(b)(3) and Public Resources Code Section 21065. Upon voice vote, the motion carried unanimously.

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

MATTERS CONTINUED FROM PREVIOUS MEETINGS: NONE

OTHER BUSINESS:

8. Consideration of Fiscal Sponsorship Application through the Santa Barbara Foundation; Acceptance of a $35,000 Grant from La Centra-Sumerlin Foundation for Building Appraisal and Consultant Services; and Review and Approval of Scope of Services for a Request for Proposal (RFP) to Solicit Consultant Services for a Potential Community Center in Carpinteria.

   Recommendation: (1) Authorize submission of an application to the Santa Barbara Foundation for the purpose of fiscal sponsorship; (2) Authorize acceptance of a $35,000 grant from La Centra-Sumerlin Foundation to use for building appraisal and consultant services related to identification of a site for use as a community center; and (3) Review and approve scope of services for RFP. *(Requires a roll call vote.)*

City Manager Ramirez presented the staff report and PowerPoint presentation.

Speakers in-person: Rogelio Delgado and Annie Sly

Motion by Councilmember Nomura, seconded by Vice Mayor Alarcon, to approve the staff recommendation as listed. The roll call vote on the motion was as follows:

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

NOES: None
ABSENT: None
ABSTAIN: None

The motion carried unanimously.

LEGISLATIVE UPDATE: NONE

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

Councilmember Solórzano reported on the cancellation of the BEACON meeting on November 15th.

Vice Mayor Alarcon requested an update on a future City Manager's Report regarding the City's preparation for the winter season. The Council was in agreement with Vice Mayor Alarcon's request.

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

All Councilmember are expected to be in attendance at the November 25th regular meeting.

Councilmember Nomura requested an update regarding the City addressing homelessness on a future City Manager's Report. The Council was in agreement with Councilmember Nomura's request.

ADJOURNMENT

Mayor Clark adjourned the meeting at 7:42 pm.

Natalia Alarcon, Vice Mayor
Al Clark, Mayor

ATTEST:

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

City of Carpinteria
City Council Minutes
Regular Meeting
Monday, November 25, 2024
Council Chamber, 5775 Carpinteria Avenue, Carpinteria, CA 93013

In-Person and Virtual

CALL TO ORDER

Vice Mayor Alarcon called the meeting to order at 5:30 pm.

ROLL CALL

Councilmembers present:	Councilmember Roy Lee Councilmember Mónica J. Solórzano Councilmember Wade T. Nomura Vice Mayor Natalia Alarcon
Councilmembers absent:	Mayor Al Clark
Staff members present:	Michael Ramirez, City Manager Mack Carlson, 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 Jeanette Gant, Parks, Recreation & Community Services Director Claire Hobika, Recreation Leader Nick Bobroff, Community Development Director John L. Ilasin, Public Works Director Mindy Fogg, Principal Planner Megan Musolf, Assistant Planner

PLEDGE OF ALLEGIANCE

Vice 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: NONE

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS:

1. Presentation in honor of members of the Boys & Girls Club who have achieved Gold Card status.

There was no public comment.

Michael Baker, CEO of Boys & Girls Club of Santa Barbara County provided introductory remarks. Vice Mayor Alarcon announced the names of the children who achieved Gold Card Status and Diana Ornelas, Boys & Girls Carpinteria Club Director presented the certificates to each child.

2. Proclamation Honoring Robitaille's Fine Candies for Its 36-Years Serving the Carpinteria Community. *(Requires approval prior to presentation of proclamation.)*

There was no public comment.

Motion by Councilmember Nomura, seconded by Councilmember Lee, to approve the Proclamation Honoring Robitaille's Fine Candies for Its 36-Years Serving the Carpinteria Community. Upon voice vote, the motion carried unanimously with Mayor Clark absent.

Vice Mayor Alarcon and the Council presented the proclamation to John and Tami Robitaille who provided remarks.

3. Proclamation Honoring The Palms Restaurant for Its Service to the Carpinteria Community. *(Requires approval prior to presentation of proclamation.)*

There was no public comment.

Motion by Councilmember Nomura, seconded by Councilmember Solórzano, to approve the Proclamation Honoring the Palms Restaurant for Its Service to the Carpinteria Community. Upon voice vote, the motion carried unanimously with Mayor Clark absent.

Vice Mayor Alarcon and the Council presented the proclamation to Bill and Todd Bennett who provided remarks.

4. Proclamation Honoring the 60th Anniversary of the Carpinteria Valley Association. *(Requires approval prior to presentation of proclamation.)*

There was no public comment.

Motion by Councilmember Nomura, seconded by Councilmember Solórzano, to approve the Proclamation Honoring the 60th Anniversary of the Carpinteria Valley Association. Upon voice vote, the motion carried unanimously with Mayor Clark absent.

Vice Mayor Alarcon and the Council presented the proclamation to Carpinteria Valley Association members. Mike Wondolowski, representing the Carpinteria Valley Association provided remarks.

5. Introduction of new employee Claire Hobika, Recreation Leader.

Parks, Recreation & Community Services Director Gant introduced Claire Hobika, Recreation Leader who provided remarks.

CITY MANAGER'S REPORT

a. City Employee Updates

City Manager Ramirez reported on open City recruitments.

b. Updates on Capital Improvement Projects

None.

c. Updates on Development Applications

Community Development Director Bobroff noted that the Palms Restaurant Renovation is scheduled for Planning Commission review on December 2, 2024, the Surfliner Inn Project is scheduled for the Architectural Review Board on December 12, 2024 and story poles will be erected onsite to demonstrate the size, bulk and scale of the proposed Surfliner Inn Project.

d. Other City/Community Updates

City Manager Ramriez said the construction of the winter berm was in progress.

Parks, Recreation & Community Services Director Gant noted holiday closures for City Hall, the Community Pool, the Carpinteria Community Library, and AgeWell programs and described upcoming events.

City Manager Ramirez explained that while not included in tonight's City Manager's Report, the website for the City's upcoming Strategic Plan (www.carpinteriaca.gov/strategicplan) is up and the City is looking to hear from residents on priorities. He mentioned the strategic plan workshops (in-person and virtual) will be held in early December and will culminate with the Council holding an all-day retreat on January 18th.

There was no public comment.

Motion by Councilmember Nomura, seconded by Councilmember Solórzano, to receive and file the report. Upon voice vote, the motion carried unanimously with Mayor Clark absent.

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Speakers in-person: Rick Olmstead, Susan Mailheau, Rogelio Delgado, and Alan Koch

Emails distributed: Lisa Piltz

CONSENT CALENDAR:

There was no public comment.

Motion by Councilmember Lee, seconded by Councilmember Nomura, to approve the Consent Calendar Item Nos. 6 through 10. The roll call vote on the motion was as follows:

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

The motion carried.

6. Approve the minutes of the special meeting held November 8, 2024 and the regular meeting held November 12, 2024.

7. Receive and file the Expenditures for the period beginning November 4, 2024 and ending November 15, 2024.

8. Receive and file the Report of Contracts Executed by the City Manager for the Period of October 8, 2024 through November 4, 2024.

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

10. Award a Construction Contract to Mark Crane's Tree, Inc. in the Total Base Bid amount of $120,000 for the Carpinteria Avenue Bridge Replacement Project – Clearing and Grubbing. *(Requires a roll call vote.)*

ADMINISTRATIVE MATTERS: NONE

PUBLIC HEARING:

11. Continuation of Public Hearing for Annual Report of the Development Impact Fee Program and Updating the Capital Improvement Plan.

    Recommendation: Open the public hearing, receive public comment, keep public hearing open, and continue the public hearing to approve and accept the Annual Report of the Development Impact Fee Program and update the Capital Improvement Plan to the December 9, 2024 Council meeting.

Public Works Director Ilasin presented the staff report.

Vice Mayor Alarcon opened the public hearing at 6:28 pm and there was no public comment. Vice Mayor Alarcon left the public hearing open.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to continue the public hearing to approve and accept the Annual Report of the Development Impact Fee Program and update the Capital Improvement Plan to the December 9, 2024 Council meeting. Upon voice vote, the motion carried unanimously with Mayor Clark absent.

12. Ordinance No. 787, an Ordinance of the City Council of the City of Carpinteria, California, Amending Chapter 15.80 (Development Impact Mitigation Fees) of Title 15 (Buildings and Construction) and Chapter 16.24 (Parks and Recreation Facilities Dedication and Fees) of Title 16 (Subdivisions) in the Carpinteria Municipal Code.

    Recommendation: Approve Ordinance No. 787, as read by title only (first reading). *(Requires reading of ordinance title and a roll call vote.)*

Public Works Director Ilasin presented the staff report.

Vice Mayor Alarcon opened the public hearing at 6:39 pm and being there was no public comment, closed the public hearing at 6:39 pm.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to approve Ordinance No. 787, waive further reading, introduce as read by title only, and continue for adoption to December 9, 2024.

City Clerk Barrett read aloud the title of Ordinance No. 787 into the record.

The roll call vote on the motion was as follows:

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

The motion carried.

13. Public Hearing at the request of the City of Carpinteria to: (1) Introduce and conduct first reading of Ordinance Nos. 788, 789, 790, and 791, (Attachments A through D) making changes to Carpinteria Municipal Code, Title 14 – Zoning, by adding Chapter 14.19 – RMU Residential/Mixed Use, adding Chapter 14.51 – Objective Design Standards, and amending the City's zoning map to rezone specified sites from Industrial/Research Park ("M-RP") and Commercial Planned Development ("CPD") to Residential/Mixed Use ("RMU"); and (2) Determine that none of the conditions have occurred or exist as set forth in California Environmental Quality Act ("CEQA") Guidelines section 15162 to require the preparation of a supplemental or subsequent Environmental Impact Report ("EIR") for the subject zoning amendments, and that the Addendum to the certified 2003 Program EIR (Attachment E) satisfies the environmental review requirements of CEQA.

    Recommendation: (1) Approve, on first reading, Ordinances 788, 789, 790, and 791, as read by titles only; and (2) Determine that none of the conditions have occurred or exist as set forth in CEQA Guidelines section 15162 to require the preparation of a supplemental or subsequent EIR for the subject zoning amendments, and that the Addendum to the certified 2003 Program EIR satisfies the environmental review requirements of CEQA. *(Requires reading of ordinance titles and a roll call vote.)*

Legal Counsel Carlson introduced the item and Principal Planner Fogg presented the staff report and PowerPoint presentation.

Vice Mayor Alarcon opened the public hearing at 7:07 pm.

Speakers in-person: Victor Schaff, Laurel Perez, Ashley DeVan, Robert Schwalse, Donald Bensen, Bryan Gindoff, Craig Meister, Linda Lisiecki, and Gwen Huenergardt

Emails distributed: Amrita Salm

Vice Mayor Alarcon closed the public hearing at 7:38 pm.

The Council decided to vote on each Ordinance separately.

Motion by Councilmember Solórzano, seconded by Councilmember Lee, to adopt Ordinance No. 788 adding Chapter 14.19 to the CMC to include a new Residential/Mixed-Use (RMU) Zone.

City Clerk Barrett read aloud the title of Ordinance No. 788 into the record.

The roll call vote on the motion was as follows:

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

The motion carried.

Motion by Councilmember Solórzano, seconded by Councilmember Lee, to adopt Ordinance No. 789 adding Chapter 14.51 of the CMC to include new Objective Design Standards and find that the addendum to the certified Program EIR satisfies the environmental review requirements of CEQA.

City Clerk Barrett read aloud the title of Ordinance No. 789 into the record.

The roll call vote on the motion was as follows:

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

The motion carried.

Councilmember Solórzano recused herself from consideration of Ordinance No. 791 due to her residence being within 500 feet of a couple of the proposed rezone sites and left the Council Chambers at 8:02 pm.

Motion by Councilmember Lee, seconded by Councilmember Nomura, to adopt Ordinance No. 791 amending the official Zoning Maps and LCP to rezone the select parcels (Sites 15 & 18) to RMU and find that the addendum to the certified Program EIR satisfies the environmental review requirements of CEQA.

City Clerk Barrett read aloud the title of Ordinance No. 791 into the record.

The roll call vote on the motion was as follows:

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

The motion carried.

Councilmember Solórzano returned to the dais at 8:06 pm.

Vice Mayor Alarcon recessed to a break at 8:17 pm and reconvened the meeting at 8:24 pm.

Motion by Councilmember Solórzano, seconded by Councilmember Lee, to adopt Ordinance No. 790 amending the official Zoning Maps and LCP to rezone the select parcels to RMU and include the following change (Remove Site #5) and find that the addendum to the certified Program EIR satisfies the environmental review requirements of CEQA and direct staff to return in early 2025 with proposed rezones of Sites # 5 and 21 to RMU.

City Clerk Barrett read aloud the title of Ordinance No. 790 into the record.

The roll call vote on the motion was as follows:

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

The motion carried.

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

MATTERS CONTINUED FROM PREVIOUS MEETINGS: NONE

OTHER BUSINESS:

14. Response to the 2024 Santa Barbara County Civil Grand Jury Report on "Homeless Encampments in Santa Barbara County, Becoming Part of the Community Again".

    Recommendation: (A) Review and approve staff's recommended responses to the Santa Barbara County Civil Grand Jury Report – "Homeless Encampments in Santa Barbara County, Becoming Part of the Community Again"; and (B) Authorize the City Manager to sign and transmit the City's Response to the Presiding Judge, Honorable Pauline Maxwell of the Superior Court, a copy to the current impaneled Grand Jury, and to file a copy with the City Clerk's Office.

Assistant City Manager Kintz presented the staff report.

There was no public comment.

Motion by Councilmember Solórzano, seconded by Councilmember Nomura, to review and approve staff's recommended responses to the Santa Barbara County Civil Grand Jury Report regarding "Homeless Encampments in Santa Barbara County, Becoming Part of the Community Again," and authorize the City Manager to sign and transmit the City's response to the Presiding Judge, Honorable Pauline Maxwell of the Superior Court, provide a copy to the current impaneled Grand Jury, and file a copy with the City Clerk's Office. Upon voice vote, the motion carried unanimously with Mayor Clark absent.

LEGISLATIVE UPDATE: NONE

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

Councilmember Solórzano reported on the following:

- BEACON will hold a rescheduled meeting on December 19th at 9:30 am.
- South Coast Youth Safety Partnership will have a Carpinteria Engagement Team meeting on December 9th at 9 am at the Carpinteria Children's Project.
- Ad Hoc Harbor Seal Advisory Committee met this week and made edits to the final data collection and survey reports and will meet next month to finalize those documents for transmission to the City Council.

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

All Councilmembers present are expected to be in attendance at the December 9th regular meeting.

ADJOURNMENT

Vice Mayor Alarcon adjourned the meeting at 8:35 pm.

Mayor

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria
City Council Minutes
Regular Meeting
Monday, December 9, 2024

Council Chamber, 5775 Carpinteria Avenue, Carpinteria, CA 93013

In-Person and Virtual

CALL TO ORDER

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

ROLL CALL

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

PLEDGE OF ALLEGIANCE

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

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

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

AGENDA MODIFICATIONS: NONE

CERTIFICATION OF THE NOVEMBER 5, 2024 ELECTION RESULTS

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

City Clerk Barrett presented the staff report.

There was no public comment.

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

COMMENTS FROM COUNCILMEMBERS FOLLOWED BY COMMENTS FROM OUTGOING COUNCILMEMBER

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

INSTALLATION OF INCOMING COUNCILMEMBERS

There was no public comment.

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

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

b. Seating of the new City Council.

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

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

c. Comments from incoming Councilmember Julia Mayer.

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

INTRODUCTIONS, PROCLAMATIONS AND PRESENTATIONS:

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

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

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

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

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

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

ELECTION OF MAYOR AND VICE MAYOR

There was no public comment.

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

   Mayor Clark opened the nominations for the position of Mayor.

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

   There were no further nominations for the position of Mayor.

b. Motion to Close Nominations and selection of Mayor.

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

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

   AYES: Councilmember Mayer, Councilmember Nomura, Councilmember

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

The motion carried unanimously.

Former Mayor Clark passed the gavel to Mayor Alarcon.

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

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

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

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

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

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

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

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

The motion carried unanimously.

COMMENTS FROM OUTGOING MAYOR AND INCOMING MAYOR

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

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

RECESS FOR REFRESHMENTS IN COUNCIL FOYER

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

RECONVENE THE REGULAR MEETING OF THE CITY COUNCIL

Mayor Alarcon reconvened the meeting at 6:21 pm.

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

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

RECONVENE THE REGULAR MEETING OF THE CITY COUNCIL

Mayor Alarcon reconvened the meeting at 6:39 pm.

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS

Speakers in-person: Rogelio Delgado

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

CITY MANAGER'S REPORT

a. City Employee Updates

   City Manager Ramirez reported on City recruitments.

b. Updates on Capital Improvement Projects

   None.

c. Updates on Development Applications

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

d. Other City/Community Updates

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

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

Speakers via Zoom: Alexandra VanAntwerp

PLANNING COMMISSION ACTIONS:

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

There was no public comment.

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Speakers in-person: Rogelio Delgado

Speakers via Zoom: Lisa Guravitz

Emails distributed: Lynn Turner and Dolores Howard

CONSENT CALENDAR:

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

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

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

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

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

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

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

ABSENT: None
ABSTAIN: None

The motion carried unanimously.

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

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

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

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

The motion carried.

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

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

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

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

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

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

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

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

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

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

ADMINISTRATIVE MATTERS: NONE

PUBLIC HEARING:

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

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

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

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

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

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

MATTERS CONTINUED FROM PREVIOUS MEETINGS: NONE

OTHER BUSINESS:

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

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

City Clerk Barrett provided the staff report and PowerPoint presentation.

There was no public comment.

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

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

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

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

2. Assign Councilmember representatives to Regional Agencies/Committees.

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

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

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

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

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

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

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

LEGISLATIVE UPDATE: NONE

COMMITTEE REPORTS, INQUIRIES AND OTHER MATTERS PRESENTED BY COUNCILMEMBERS

Vice Mayor Solórzano reported on the following:

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

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

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

CLOSED SESSION

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

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

PUBLIC COMMENT ON CLOSED SESSION

Speakers in-person: Alan Koch

TEMPORARY ADJOURNMENT TO CLOSED SESSION

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

RECONVENE IN OPEN SESSION

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

CLOSED SESSION REPORT

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

ADJOURNMENT

Mayor Alarcon adjourned the meeting at 9:13 pm.

~~Natalia Alarcon, Mayor~~
Monica J. Solorzano, Vice Mayor

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk

EXHIBIT 3

MINUTES, PLANNING COMMISSION
CITY OF CARPINTERIA
CARPINTERIA, CALIFORNIA

February 5, 2024
Regular Meeting
5:30 P.M.

CALL TO ORDER and ROLL CALL The meeting was called to order at 5:30 p.m. by Chair Benefield. **Commissioners Present:** Jane L. Benefield, Chair Glenn La Fevers, Vice-Chair David Allen John Moyer Katherine Salant **Others Present:** Nick Bobroff, Community Development Director Brian Banks, Principal Planner Mack Carlson, Legal Counsel, Brownstein, Hyatt, Farber & Schreck	CALL TO ORDER & ROLL CALL
PLEDGE OF ALLEGIANCE - Chair Benefield led the flag salute.	PLEDGE
INTRODUCTIONS, PRESENTATIONS, ANNOUNCEMENTS - None	ANNOUNCEMENTS
PUBLIC COMMENT - None	PUBLIC COMMENT
CONSENT CALENDAR 1) Minutes of the regular Planning Commission meeting held November 6, 2023 MOTION Upon a motion by Commissioner La Fevers, seconded by Commissioner Moyer, the Planning Commission voted 4-0-1 (Benefield, La Fevers, Moyers and Salant in favor; Allen abstained) to approve the regular Planning Commission meeting minutes of November 6, 2023, as presented.	CONSENT CALENDAR
NEW PUBLIC HEARING 2) 4745 Carpinteria Avenue Mixed-Use Project Project #: 23-2221-DP/CDP Address: 4745 Carpinteria Avenue Applicant: Edward DeVicente, DMHA Architecture Planner: Brian Banks Hearing on the request of Edward DeVicente, DMHA Architecture, to consider Project 23-2221-DP/CDP (application filed April 14, 2023) for a Development Plan and Coastal Development Permit to allow	NEW PUBLIC HEARING

redevelopment of the property at 4745 Carpinteria Avenue (currently occupied by Sun Coast Rentals) into a new three-story mixed-use (commercial / residential) development comprised of a 24-unit, 31,026 square foot apartment complex built around and atop a ground-level 22,198 square foot concrete parking podium, and a 4,044 square foot two-story commercial building; and to accept a categorical exemption pursuant to §15332 of the California Environmental Quality Act (CEQA) Guidelines. The application involves APN 003-251-021, addressed as 4745 Carpinteria Avenue.

DISCLOSURE OF EX-PARTE COMMUNICATIONS
Commissioner La Fevers visited the site and saw story poles, and Commissioner Allen said he did the same. Chair Benefield visited the site and spoke with John Nicoli, and Carlena McKnerney. Commissioner Salant visited the site and spoke with one neighbor from the trailer park, as well as the Sun Coast Rentals manager. Commissioner Moyer visited the site.

Principal Planner Brian Banks presented the staff report. He said staff was recommending approval of the project and to accept a categorical exemption pursuant to §15332 of the California Environmental Quality Act ("CEQA").

Commissioner Salant gave a presentation where she pointed out her concerns about the project. She analyzed the character of the neighborhood's eating establishments and said the project's commercial area that could accommodate a café has a narrow patio with very limited outdoor seating.

Salant noted that the plans show two apartment buildings each facing a central aisle that is less than 10 feet wide and noted that on the second level, portions of the aisle are covered by the aisle above it and would either be partially or completely shaded, which creates a tunnel-effect. She further noted that 16 of the 18 apartments have a bedroom facing the public central aisle with large bedroom windows adjacent to the public walkway which creates serious privacy issues.

Salant made suggestions for how the two apartment buildings could be redesigned to create more space and more sunlight between them, such as eliminating one bathroom in the two-bedroom units to reduce the length of each unit, thereby creating an additional 12 feet between the buildings. She further noted that the architect could rearrange the plan to create two-floor townhouses where the bedrooms would be located on the second floor and thus reduce privacy issues.

Principal Planner Brian Banks proceeded to answer commissioners'

questions about the project. Topics included plate heights, Flood Zone requirements impacting the potential to lower grading of the parking garage, trash enclosures in the garage, providing Wi-Fi for all residents, conditions restricting rooftop structures such as satellite dishes, details about green elements and soils testing, whether there will be an onsite manager, and whether diagonal parking can continue on Ninth Street.

Legal Counsel Mack Carlson provided information on restricting satellite dishes or over-the-air reception devices. He clarified there is ability to regulate but private properties have certain rights they retain. He explained projects with 16 units or more require an on-site manager, and the devices are something the landlord or manager can regulate, with limits established regarding reasonable locations for them (for example, allowing devices on a balcony vs. a roof).

Commissioner Salant questioned why flat roofs were not considered and said it would be an easy way to reduce building heights. She said a good designer can make anything look good.

Mr. Banks continued with project details in response to questions on deck sizes, the feasibility of adding ADUs, and the rooftop deck.

Commissioner Allen expressed support for Commissioner Salant's ideas to explore converting two-bathroom units to one-bathroom ones, as well as using a different roof pitch.

BREAK – Chair Benefield called for a 5-minute break.

PUBLIC HEARING OPENED - Chair Benefield opened the public hearing. Eleven people came forth to speak and the following are highlights:

Project applicant Ed DeVicente, on behalf of Justin Klentner, owner, stated that they have been working to address project comments and have met with the Ninth Street neighbors. He said Michael Stroh and Katie Klein would answer questions.

Michael Stroh, architect, explained that the floor heights were a result of the project being in a Flood Zone, and the garage cannot be lowered further. Regarding the roof heights, he said they had originally proposed to use flat roofs, but Richard Johnson of the ARB suggested a pitched roof design. Stroh said he believes they have made the roofs look great, and there is not a significant part of the building that exceeds height limits. He detailed changes that had been made to the facades on Ninth Street, including the addition of porches. Regarding the paseos being narrow, he

explained they do solar and shadow studies, and layouts within the units can be changed to allow the bedrooms more privacy. About the commercial footage, it was reduced to allow more parking and amenities to fit in the parking garage. With respect to fire safety on Ninth Street, he explained that they created an area (a fire truck hammerhead) where the fire truck can back in and out using the garage entrance, which results in not having to pave over a large area at the end of Ninth Street.

Katie Klein, landscape architect, provided specifics about the landscaping plan. She said they created as much green space as possible, with mature trees being protected in the riparian area. She said they did a circulation analysis and added planters wherever there are windows to enhance privacy. They also planted trees wherever there is sky. In response to questions about the depth of the planters, she explained they vary between 3 and 5 feet deep.

Project owner Justin Klentner described himself as a local resident and builder, emphasizing that he is not here to rush in and rush out. He said they listened to the concerns of Ninth Street residents and worked with them, noting that as a result, telephone phones on the Ninth Street frontage are now proposed to be undergrounded. He added that he is happy to provide free Wi-Fi and not allow antennas. Regarding rumors that he overpaid for the lot, he said he did so it would not go to an outsider who would build and leave. He clarified that he wanted the project to contain more two-bedroom apartments, but several one-bedroom units were provided at the request of the City. He said there will be low-income units and a manager on-site. He said he doesn't know at this point if the commercial space will be a café, but if there needs to be more room for one they could re-design it.

Amrita Salm expressed that the project is not consistent with the General Plan/Coastal Plan. She pointed out what she felt were inconsistencies in the Staff Report with respect to protecting mountain views, compatibility with surrounding neighborhood structures in size and scale, and traffic and safety on Carpinteria Avenue and Ninth Street. She said you can hardly turn around on Ninth Street, and parking spaces are being eliminated. She said the units are too big and we should accommodate as many people as we can. She also expressed concern about roof heights.

Patrick O'Connor expressed that he believes unbuildable space should not be part of lot coverage. He explained the project has mixed zoning (split zoning), with the Ninth Street side PRD, not commercial. As a result, the setback on Ninth Street has adopted a commercial setback of 5 feet when it should be 15 feet. He said there is the opportunity to challenge these things as a council and staff, and we should.

Jim Campos said the project will loom over his cottages located on the west side of Ninth Street. He spoke about the concrete flood channel built after the 1969 Flood and how it impacted the west side of Ninth Street, with property owners losing their yards. He said this project impacts the same property owners. He noted they have experienced issues obtaining home insurance due to the proximity of the flood channel, and the developer might also face insurance issues.

Carol Kernahan, owner of a trailer next door, lamented that because of the project, she will open her blinds and not see the sunrise. She asked, among other things, for details about the 50-foot Flood Control channel setback on Ninth Street. It was explained that half of the setback is under Flood Control and half is owned by the applicant.

John Gonzalez, the property owner on Carpinteria Avenue adjacent to the project, pointed out that he and his neighbors are set back 16 and 17 feet, respectively, while the project will be set back 5 feet. He expressed the difficulty he will experience when exiting his property, describing it as a safety concern. In addition to blocked visibility, the road curves at Franklin Creek which impacts the view of oncoming traffic. He thinks the project is too big, noting people will lose views from Ninth Street. He said although he feels for the developer, he does not live in the neighborhood.

John Nicoli, manager of Arbor Trailer Park, explained how its residents park on Ninth Street and the proposed parallel parking will eliminate spaces. He said Holly Ave is very crowded too, and parking issues are much worse in the evening than at noon. He said the city must be diligent in taking care of Ninth Street residents and reconfigure the street, with the project dovetailing its rehabilitation. He expressed that Ninth Street property owners have paid taxes for a long time and have been promised its rehabilitation for 25 years, but it has never happened.

O'Hara Haggerty has lived at the end of Ninth Street for 27 years in front of the bridge. She spoke about the congestion that already exists and how with more congestion, it's going to be very tough.

Commissioner Salant commented that Carpinteria Avenue does indeed curve and expressed concern about the safety of the parking garage entrance.

Mr. Gonzalez said not only will he be impacted, but so will his neighbor and the development. He described it as a mess that will be compounded.

Commissioner Salant suggested that there be entering only from

Carpinteria Avenue and exiting only from Ninth Street.

PUBLIC HEARING CLOSED
Chair Benefield closed the public hearing.

Commissioner Moyer expressed support for the project. He said with state mandates easing parking regulations, this project is at its peak right now, and we don't want it to come back with less parking. He said street safety will be an issue we have to deal with, noting that we all must give up something to continue living here. He suggested cutting out the back and forth and getting the project off the table.

Commissioner Allen noted the constraints the city has due to the state mandates. He believes it's an appropriate location for housing, with its mixed use. He said that parking issues are going to get worse and worse due to state laws. He understands how the unit numbers are generated and is okay with it. He's happy with setting back the third story elements from Carpinteria Avenue and Ninth Street. He'd also like to see setting it back on the second floor with the units on the west. He wants support for Wi-Fi and no rooftop structures on the third story, and he would like this in the Conditions of Approval. He said they cannot do anything about Ninth Street parking, but he would like to signal to the City Council to improve it.

Commissioner Salant reiterated that a good designer can make anything work. She said most of the discussion is focused on outside in and we need to address inside out due to privacy issues and bedroom windows. Density bonus is good but shouldn't compromise privacy. She expressed concern about the bend in the road on Carpinteria Avenue and said as a pedestrian you cannot even see the traffic. Regarding Ninth Street improvements, they should be spelled out and incorporated into the project so it will really happen. If the city said they will do it, then they should.

Commissioner La Fevers said he likes the project, and it is an appropriate place for mixed use that is heavily focused on housing. He likes rental housing as opposed to condominium or ownership options and feels it is needed. He appreciates the developer trying to make it a better project for the community. He agrees with most, if not all, of Commissioner Allen's comments. The two-story elements on Carpinteria Ave and Ninth Street softened the three-story project, but if there is additional opportunity to reduce the third story units, he would support that. He's somewhat inclined to push for more one-bedrooms, but it's not a necessity if the developer feels he has the best mix. He would support additional conditions regarding rooftop structures and would like staff's opinions on extending affordability covenants from 55 years to 100 years. He asked for information on the traffic report about safety on Carpinteria Avenue. He would be leery of

tying this project into Ninth Street improvements and feels the primary focus should be the project.

Chair Benefield said she agrees with most of Commissioner La Fevers' comments. She feels the hammer that came down from the state works for Los Angeles but doesn't work well in a small town. She believes any housing is good housing and this project has a lot of good things, but she'd like a reduction in the two-bedroom units to create a better layout. She wants to see more detail and traffic reports. She says she is capitulating to the legal action the city cannot afford, so despite the project not adhering to the General Plan, she is adhering to the Density Bonus Law, the Housing Accountability Act and chipping away at RHNA numbers. Regarding Ninth Street, she feels it shouldn't be tied to the project, but we need to become proactive in getting that project completed. She noted it has been in the Work Program for years. She said she would like this project to return with the details worked out.

Principal Planner Brian Banks addressed concerns about the traffic on Carpinteria Avenue. He said Public Works reviewed the traffic study and it underwent a peer review with our traffic engineer. However, he did not know if the study included the driveway issues.

Community Development Director Nick Bobroff added the study did include line of sight issues, and the consulting traffic engineer agreed with the findings of the study. He said Public Works can be involved in refinement that includes red lining curbs as the project gets developed further.

Commissioner Allen stated that he understands the issues expressed by Mr. Gonzalez, but he does not feel the project should be redesigned. He spoke about how commercial areas often have buildings close to sidewalks and are often unsafe. He acknowledged it will likely be less safe and will require more care.

City Attorney Mack Carlson brought up the ability to extend the affordability covenants. He explained State law allows a longer covenant if there is a city ordinance addressing it, but we do not have one extending it for more than the state-mandated 55-year term. He does not feel it is feasible to craft a condition when we do not know the parameters of future projects.

Regarding Ninth Street, Mr. Bobroff explained the applicant met with the residents and Public Works Department, and offered to take on a larger part of its improvements at his expense in exchange for a reduction on Development Impact Fees. However, it was decided he should focus on his

portion for improvements, while the city should pursue the portions of its responsibility on its own timeline.

Mr. Klentner said he is happy to sign a covenant agreeing for the low-income units to be deed restricted for 100 years, and he wants the project to move forward so he can work out details in the next phase.

City Attorney Mack Carlson clarified that his comments related to imposing conditions unilaterally on the applicant, but the applicant can voluntarily agree to restrict the units for a longer term. He also clarified that the maximum duration of such a covenant is limited to 99 years.

Mr. Klentner reiterated that he wants to move into the next phase. He will do what he can do to save inches, reduce height, and explore the possibility of shaving square footage from the west side units (2 or 3 feet). He has been doing all he can do for two years now, and he wants to feel safe moving forward.

Principal Planner Brian Banks commented there is a balancing act we can do. He explained Staff would be comfortable with requirements that are worked out with the ARB or Public Works for their expert opinion, but things that aren't under their purview would result back in Mr. Klentner's hands.

Commissioner Salant said she is not persuaded that the paseo is not going to be a tunnel, and she is not comfortable giving approval.

Community Development Director Nick Bobroff explained the Planning Commission can add conditions, or the applicant can agree to certain details. It can also go back to the ARB for a post-Planning Commission approval.

Mr. Klentner and Mr. Stroh explained they could move the west side units back three feet over the second story units. About the interior units, he said pending further study, they can try to further address privacy concerns.

MOTION
Commissioner Moyer moved to approve Project 23-2221-DP/CDP to allow a new three-story mixed use (commercial/residential) development totaling approximately 64,053 square feet including a 24-unit apartment complex built around and atop a ground-level concreate parking podium and two-story commercial building fronting Carpinteria Avenue; accept a categorical exemption pursuant to 15332 of the California Environmental Quality ("CEQA"); and adopt the Findings in Exhibit 1, Attachment A and Conditions of Approval as proposed in Exhibit 3, (staff's recommendation).

Commissioner Allen seconded the motion for discussion. He requested inclusion of the following conditions: 1) that Wi-Fi be provided to the tenants, 2) that structures not be placed on roofs that are over 30 feet high, 3) that a manager be on-site, 4) the affordability covenant be extended to 99 years, and 5) that the third-floor west-side units be moved three feet eastward. City Attorney Mack Carlson requested that the city attorney's staff work with staff to draft the Conditions of Approval. Commissioner Salant requested a condition that the interior units provide more privacy for the bedrooms. Commissioner Moyer said that as explained by the applicant, he believes they plan to address privacy issues through changes in the layout of the units. Community Development Director Nick Bobroff suggested one option is to amend the motion to direct the applicant to solve the layout riddle of creating privacy for the bedrooms. The motion passed 4-0-1 by the following roll call vote: Commissioner Moyer voted yes, Commissioner La Fevers voted yes, Commissioner Salant abstained, Commissioner Allen voted yes, and Chair Benefield voted yes.	
OTHER BUSINESS 3) Election of Planning Commission Chair and Vice-Chair Upon a motion by Commissioner Allen, seconded by Commissioner Moyer, the Planning Commission voted 5-0 to appoint Commissioner La Fevers as Chair. Upon a motion by Commissioner La Fevers, seconded by Commissioner Moyer, the Planning Commission voted 5-0 to appoint Commissioner Allen as Vice-Chair. 4) Appointment of Planning Commissioner to City's General Plan Update Committee Commissioner Allen expressed his desire to resign from the committee, and Chair Benefield volunteered to serve. The Planning Commission voted 5-0 to appoint her. Upon a motion by Commissioner Moyer, seconded by Commissioner La	OTHER BUSINESS

Fevers, the Planning Commission voted 5-0 to appoint Commissioner Salant to the committee.	
MATTERS PRESENTED BY COMMISSIONERS Commissioner Allen said that the Open Space Advisory Board passed a motion urging the City Council to authorize funding for reinstating an additional Code Compliance officer position, and that he supports it as well.	MATTERS PRESENTED
DIRECTOR'S REPORT 5) Architectural Review Board Meeting Minutes of October 26, 2023 and December 14, 2023 6) City Calendar for the month of February 2024 7) Planning Activity Report as of January 31, 2024 8) Building Permit Report as of January 31, 2024 Community Development Director Nick Bobroff reviewed the materials.	DIRECTOR'S REPORT
ATTENDANCE OF PLANNING COMMISSIONERS FOR THE NEXT MEETING OF MONDAY, March 4, 2024 – All present indicated they could attend.	ATTENDANCE FOR NEXT MEETING
ADJOURNMENT – Chair Benefield adjourned the meeting at 8:45 p.m. _____ Secretary, Planning Commission **ATTEST:** _____ Chair, Planning Commission	ADJOURNMENT

MINUTES, PLANNING COMMISSION
CITY OF CARPINTERIA
CARPINTERIA, CALIFORNIA

March 4, 2024
Regular Meeting
5:30 P.M.

CALL TO ORDER and ROLL CALL The meeting was called to order at 5:30 p.m. by Chair La Fevers. **Commissioners Present:** Glenn La Fevers, Chair David Allen, Vice-Chair Jane L. Benefield John Moyer Katherine Salant **Others Present:** Nick Bobroff, Community Development Director Brian Banks, Principal Planner Mindy Fogg, Principal Planner Megan Musolf, Assistant Planner Mack Carlson, Legal Counsel, Brownstein, Hyatt, Farber & Schreck	CALL TO ORDER & ROLL CALL
PLEDGE OF ALLEGIANCE - Chair La Fevers led the flag salute.	PLEDGE
INTRODUCTIONS, PRESENTATIONS, ANNOUNCEMENTS - None	ANNOUNCEMENTS
PUBLIC COMMENT - None	PUBLIC COMMENT
CONSENT CALENDAR 1) Minutes of the regular Planning Commission meeting held February 5, 2024 Commissioner Salant said she had a statement about her comments on the Klentner project. In addition, she asked when the draft Conditions of Approval mentioned on page 8 by attorney Mack Carlson will be available for review. Community Development Director Nick Bobroff said they are ready and available for review at any time. She also asked when planning commissioners will be able to ensure the applicant has met the Conditions of Approval. Bobroff explained the City Council has taken up an appeal of the project's approval, which means it assumes authority and Planning Commission approval is no longer needed. Commissioner Allen asked to replace the sentence under the Matters Presented by Commissioners section with the following one: The Open Space Advisory Board passed a motion urging the City Council to authorize funding for reinstating an additional Code Compliance position, and Commissioner Allen supports it, as well.	CONSENT CALENDAR

Commissioner Benefield asked to remove the name Catherine Decker under Ex-parte Communications on page 2. Chair La Fevers asked that Salant's written document be provided and due to the extent of detail, for the minutes to be continued to the next meeting. MOTION Upon a motion by Commissioner Allen, seconded by Commissioner Benefield, the Planning Commission voted 5-0 to continue the minutes to the next meeting of April 1, 2024. Motion passed unanimously by voice vote.	
NEW PUBLIC HEARING 2) Sanchez Residence Rebuild Project # 23-2263-CUP/CDP Address: 5091 Foothill Road Applicant: Shawn Godkin, architect, for Laura Sanchez Planner: Brian Banks Hearing on the request of Shawn Godkin, architect, for Laura Sanchez to consider Project 23-2263-CUP/CDP (application filed November 21, 2023) for approval of a Conditional Use Permit and a Coastal Development Permit to allow demolition and reconstruction of an existing legal-nonconforming single-family residence under the provisions of Carpinteria Municipal Code (CMC) §14.12 - Single-Family Residence Zone District, §14.62 - Conditional Use Permit, and §14.82 - Nonconforming Uses; and to approve an Exemption pursuant to §15302 and §15303 of the California Environmental Quality Act (CEQA) Guidelines. The application involves APN 004-006-013, addressed as 5091 Foothill Road. DISCLOSURE OF EX-PARTE COMMUNICATIONS - None Principal Planner Brian Banks presented the staff report and reviewed the action options. Commissioner Salant asked why the placement of the house on the lot was not being reconfigured to conform given that it is being demolished. She asked how much of the foundation is being replaced. Mr. Banks said the site is maxed out and relocating the house would conflict with the driveway and requirement for two covered parking spaces. He explained that moving it would result in exchanging one non-	NEW PUBLIC HEARING

conforming setback for another. About the foundation, he explained why upgrades are needed but suggested the architect provide better details.

PUBLIC HEARING OPENED

Property owner Laura Sanchez gave background information on the house built by her grandparents in 1931. She said as a bi-racial couple, nobody would rent to them, so they were forced to build on farmland on the outskirts of town. She explained a miscommunication led to demolishment of the house. She shared why it is important to her to preserve as much of the original details as possible.

Project Architect Shawn Godkin explained that the permitting process required a soils report. He said based on the findings that the rest of the foundation will need to come out for soil re-compaction.

Commissioner Moyer said he can easily make the findings, and it constitutes rehabilitating housing stock, which is important right now. He commented that he was moved by the applicant's story.

Commissioner Salant suggested that Ms. Sanchez get a historic plaque and try to get the home on a list of historic places. She said preserving original wood and features will give it character that a brand-new home won't have.

Commissioner Allen expressed support and said he could easily make the findings.

Commissioner Benefield said she loves small houses and has lived in 400 square foot ones. She now lives in one three times bigger, and bigger houses just accumulate more junk. She has no problem approving the project, she said.

Chair La Fevers expressed support.

MOTION
Upon a motion by Commissioner Benefield, seconded by Commissioner Moyer, the Planning Commission moved to adopt Resolution PC-24-003 for a rebuild of the residence at 5091 Foothill Road, according to the staff recommendation. The motion passed unanimously by voice vote.

BREAK – Chair La Fevers called for a 2-minute recess.

PUBLIC HEARING CLOSED

3) Amendments to the City's Accessory Dwelling Unit and Junior Accessory Dwelling Unit Regulations
Project # 23-2231-ORD/LCPA
Address: Citywide
Applicant: City of Carpinteria
Planner: Mindy Fogg

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

Attorney Mack Carlson clarified that ex-parte disclosures for legislative items are not needed.

Assistant Planner Megan Musolf presented the staff report. She provided background information on the ADU Ordinance, as well as details related to new state laws, the update process, CEQA/environmental impacts (local ordinances are exempt) and Coastal Act considerations. She said Planning Commission feedback was needed on height restrictions, separate conveyance of ADUs, Housing Element incentives for affordable ADUs and any other concerns or questions. She reviewed the Planning Commission's options.

PUBLIC HEARING OPENED & CLOSED – No speakers came forth but it was noted a letter was received from CalHDF.

Attorney Mack Carlson spoke about a letter received from the California Housing Defense Fund (CalHDF) that raised a number of issues: 1) It asked for clarification whether commercial floor area in a mixed-used multi-family development can be converted to an ADU unit. Carlson explained the city is recommending that it cannot be allowed due to the importance of preserving visitor-serving commercial areas and harmonizing state ADU law with the Coastal Act. 2) It questioned whether design standards suggested by the city are sufficiently objective. Carlson said the Planning Commission can recommend further study to see if they can be made more objective. 3) It stated the city's solar panel access ordinance is unlawful. Carlson said we do not see a conflict with our ordinance which is referring to state building code standards.

Commissioner Allen said he believes our design standards are very important, and he hopes the city will make them as clear and defensible as possible.

Commissioner Salant said if it creates undue hardship to use the same materials for an ADU as the main house, we should allow for a substitution that is aesthetically compatible.

Attorney Mack Carlson explained that the City's ordinance is currently drafted so if the design matches the existing residence, the applicant goes through the ministerial process. If it doesn't align, the applicant has the option to redesign with the primary residence or take it to the ARB for design approval.

Commissioner Moyer commented that the on-the-shelf sets are a very distinct architectural style.

Community Development Director Nick Bobroff said they won't fit with every residence, but there is enough variety built into the pre-designed options that one set can somewhat closely match the materials of many primary residences.

Commissioner Benefield said she is not totally in favor of matching designs. Commissioner Moyer agreed.

Discussion followed about solar panel requirements. Assistant Planner Musolf explained if the existing building has enough array to cover all the expected energy consumption of the existing building and the new ADU, maybe they can get away without adding more, but in most cases it would need more. Bobroff described the solar requirement process and clarified there is no need to further elaborate about it because it is already addressed in the state building code.

The legislative intent of the new state ADU law and how it is better designed for big cities was discussed. Regarding a comment from Commissioner Allen that the few stops Amtrak makes do not create reliable inexpensive transportation for our residents, Bobroff said the law is looking toward the future when more stops are added.

Commissioner Benefield added that many of these laws are written by big city people. She noted L.A. has all kinds of ways to get places, so it makes sense for them. She said that philosophy doesn't work for a small town, and we should make some effort to push back on that.

Commissioners were asked to give feedback on the following topics:

Height restrictions, separate conveyance of ADUs, Housing Element incentives for affordable ADUs, and other concerns.

Raising the ADU Baseline Height Limit From 16 to 18 feet

In response to questions, Assistant Planner Megan Musolf clarified details on the height limits. Among other things, she explained an applicant can choose the most permissive height allowed under the law.

Chair La Fevers expressed support for 18 feet citywide. He suggested that on p. 15 of the ordinance, under item F, privacy standards, that 16 feet be changed to 18 feet. He said they are good with the 18 and 25 feet as stated in the ordinance.

Separate Conveyance of ADUs as Condominiums

Chair La Fevers expressed that he wouldn't support separate conveyance at this time. He said he agrees with staff to possibly consider it at a future date but not in this ordinance update. The other commissioners agreed.

Commissioner Benefield expressed concern about the ADUs needing to comply with subdivision maps, and Musolf affirmed that they would have to comply.

Commissioner Salant noted issues, such as easement, noise, etc., that could arise between homeowners. Bobroff acknowledged the concerns and said CC&Rs would be needed for the individual condominiums.

Housing Element Incentives for Deed Restricted (Affordable) ADUs

Chair La Fevers said he is interested in discussing incentives but would need more information about crafting them. He doesn't want to get bogged down in an incentive program at this time and wants to get tonight's ordinance off the City's plate.

Commissioner Salant pointed out that with any improvement property taxes go up, and taxes are already very high here. Bobroff said he didn't know if a tax incentive would be beyond their purview.

Language Clarifications or Minor Changes

Discussion took place about the sprinkler requirements on ADUs, and Chair La Fevers pointed out these requirements make building ADUs more expensive. Bobroff clarified that the City's ordinance would only require

fire sprinklers in ADUs when the primary dwelling requires fire sprinklers, but that the fire district may require otherwise. Chair La Fevers also brought to staff's attention that the language related to the fire sprinkler requirements in Sections 14.72.050 and 14.72.090 was not consistent. Musolf confirmed that the requirements were the same, but that staff would standardize the language in both sections.

Commissioner Moyer expressed appreciation for simpler times, such as when Pete Sanchez built the home Laura Sanchez spoke about.

Discussion followed about occupancy requirements. Commissioner Salant pointed out you can have 2 units on one lot with residential households that are not owner occupied, and it can be quite disruptive with turnover, especially when they become vacation rentals during the summer.

Assistant Planner Megan Musolf elaborated on short-term rental occupancy requirements, noting that a JADU requires an owner on site. Bobroff agreed with Salant about the disruption but explained we are constrained by state law. 30-day leases allow landlords and tenants the ability to have month-to-month leases, and it is legal to rent a unit for 31 days at a time.

Principal Planner Mindy Fogg and Attorney Mack Carlson provided details in response to questions about CEQA/Environmental exemptions for ADUs. Bobroff added the state has adopted a whole suite of exemptions from CEQA review to streamline the building process. Musolf clarified ADUs can still be subject to a discretionary review and CEQA analysis, such as in the case of impacts to environmental habitats or coastal access.

MOTION
Chair Allen moved that the Planning Commission recommend that the City Council adopt the proposed Ordinance (Attachment A), amending Title 14 – Zoning, Chapter 14.72 of the Carpinteria Municipal Code to implement changes reflecting State ADU and JADU law; and recommend that the City Council determine that the proposed Ordinance is statutorily exempt from review under CEQA pursuant to Public Resources Code Section 21080.17, and categorically exempt from review under CEQA pursuant to CEQA Guidelines Section 15303, New Construction or Conversion of Small Structures, in addition to minor edits.

Edits include updating privacy standards to match the same 18-foot height language (page 15) and clarifying fire sprinkler language under ADUs and special ADUs for consistency (page 10).

Commissioner Benefield seconded the motion. Motion passed 5-0 by the following roll call vote: Moyer voted yes, Salant voted yes, Benefield voted

yes, Allen voted yes, and La Fevers voted yes. Assistant Planner Megan Musolf asked for more feedback regarding Housing Element incentives. Chair La Fevers said he does not have enough information to make recommendations to the City Council but agrees we should look at it. Commissioner Allen noted most incentives require budgetary considerations because they will likely come at a loss to the city. Commissioner Benefield said she feels the ADU program is enough. Moyer said he is willing to kick it down the road. La Fevers expressed concern that an incentive program could lead to ADUs in areas of the city that are not in its best interest.	
OTHER BUSINESS - None	OTHER BUSINESS
MATTERS PRESENTED BY COMMISSIONERS Commissioner Salant said she would like a consolidated list of the rules under which the Planning Commission operates.	MATTERS PRESENTED
DIRECTOR'S REPORT 4) City Calendar for the month of March 2024 5) Planning Activity Report as of February 29, 2024 6) Building Permit Report as of February 29, 2024 Community Development Director Nick Bobroff reviewed the materials.	DIRECTOR'S REPORT
ATTENDANCE OF PLANNING COMMISSIONERS FOR THE NEXT MEETING OF MONDAY, April 1, 2024 – All present indicated they could attend.	ATTENDANCE FOR NEXT MEETING
ADJOURNMENT – Chair La Fevers adjourned the meeting at 7:52 p.m. _____ Secretary, Planning Commission **ATTEST:** _____ Chair, Planning Commission	ADJOURNMENT

MINUTES, PLANNING COMMISSION
CITY OF CARPINTERIA
CARPINTERIA, CALIFORNIA

April 1, 2024
Regular Meeting
5:30 P.M.

CALL TO ORDER and ROLL CALL The meeting was called to order at 5:30 p.m. by Chair La Fevers. **Commissioners Present:** Glenn La Fevers, Chair David Allen, Vice-Chair John Moyer Katherine Salant **Commissioners Absent:** Jane L. Benefield **Others Present:** Nick Bobroff, Community Development Director Syndi Souter, Senior Planner	CALL TO ORDER & ROLL CALL
PLEDGE OF ALLEGIANCE - Chair La Fevers led the flag salute.	PLEDGE
INTRODUCTIONS, PRESENTATIONS, ANNOUNCEMENTS - None	ANNOUNCEMENTS
PUBLIC COMMENT - None	PUBLIC COMMENT
CONSENT CALENDAR - None	CONSENT CALENDAR
NEW PUBLIC HEARING 1) Bono Duplex Addition & Remodel Planner: Syndi Souter Project #: 23-2237-CUP/CDP/ARB Address: 4788 & 4792 Dorrance Way Applicant: Dylan Chappell, architect, for Brandon Bono & Lorraine Pulido Hearing at the request of Dylan Chappell, architect, for Brandon Bono and Lorraine Pulido to consider Project 23-2237-CUP/CDP/ARB (application filed July 21, 2023) for approval of a Conditional Use Permit and a Coastal Development Permit to construct a new 371 square-foot second-story addition to an existing 1,781 square-foot single-story duplex and to convert an existing 354 square-foot carport into a two-car garage under the provisions of Carpinteria Municipal Code (CMC) §14.14 - Planned Residential Development District, §14.62 - Conditional Use Permit, and §14.82 - Nonconforming Uses; and to approve an Exemption pursuant to §15301, §15302, and §15332 of the California Environmental Quality Act	NEW PUBLIC HEARING

(CEQA) Guidelines. The application involves APN 003-435-006, addressed as 4788 and 4792 Dorrance Way.

DISCLOSURE OF EX-PARTE COMMUNICATIONS
All planning commissioners visited the project site.

Senior Planner Syndi Souter presented the staff report. She said staff was recommending approval of the project with findings, as presented.

PUBLIC HEARING OPENED

George Manuras, the project's general contractor, introduced himself.

Commissioner Salant asked how many cars they owned and what kind. Mr. Manuras said the garage would fit two small cars, a two-seater Mercedes convertible and a Prius. Salant was skeptical that two cars could fit. Senior Planner Syndi Souter explained that the garage is the smallest two-car garage allowed under current code at 18 by 18 feet. Regarding the washer/dryer closet, Salant expressed that she did not like its location in the living room. Mr. Manuras explained many smaller homes situate the laundry off the kitchen, and they could work on it. He then clarified a few questions she had about the outdoor seating and landscaping.

Patrick O'Connor asked if the non-conformances existed in the 1980s when renovations had taken place. He suggested dropping the power lines as a condition of approval.

Senior Planner Syndi Souter explained that the original structures were built in 1949 and 1954; and renovations took place in 1977, 1985 and 1993, all approved and with no new non-conformances allowed at those times. Regarding the utility lines, she explained the service line to the house will be undergrounded but poles will remain and there will be no new poles.

PUBLIC HEARING CLOSED

Commissioner Allen expressed support. He said the project's character and design fits the cottage style of the neighborhood, and it's compatible in size, bulk and scale. He said he supports the findings for the CUP and CDP.

Commissioner Moyer also expressed support. He said it basically says small beach town charm and described it as a big improvement.

Commissioner Salant said she is in favor, noting the design is commendable in that it has been efficient and economical in its choices.

She thinks they'll be happy with the results and will figure out a good place for the washer/dryer. Chair La Fevers expressed support and agreed that the findings can be made. He described it as a nice project. MOTION Commissioner Allen moved to adopt Resolution PC-24-002 thereby approving Project 23-2237-CUP/CDP/ARB to construct a new 371 square-foot second-story addition to an existing 1, 781 square-foot single-story duplex and to convert an existing 354 square-foot carport into a two-car garage; adopt the Notice of Exemption for the project pursuant to the Guidelines for the Implementation of CEQA; and to adopt the Findings for Approval in Attachment A, Exhibit 1 and Conditions of Approval as proposed to Attachment A, Exhibit 3. Commissioner Moyer seconded the motion, and motion passed 4-0 by voice vote (La Fevers, Allen, Salant and Moyer in favor).	
OTHER BUSINESS - None	OTHER BUSINESS
MATTERS PRESENTED BY COMMISSIONERS Commissioner Allen announced that Citizens for the Carpinteria Bluffs are hosting an event on the bluffs for Carpinteria School District third graders on April 4th. Commissioner Salant asked for a consolidated list of written rules under which the commissioners operate. Director Bobroff explained they are working on it and would like to turn it into a refresher for all commissioners, possibly broken up into several training sessions. Salant asked that they prioritize providing her written rules. Commissioner Allen suggested they find the handbook for commissioners published by the League of California Cities.	MATTERS PRESENTED
DIRECTOR'S REPORT 2) Architectural Review Board Meeting Minutes of January 25, 2024, and February 15, 2024 3) City Calendar for the month of April 2024 4) Planning Activity Report as of March 29, 2024 5) Building Permit Report as of March 29, 2024 Community Development Director Nick Bobroff reviewed the materials. Regarding upcoming projects, he said there are some big ones coming this summer, such as the Chevron de-commissioning and Lagunitas mixed-use	DIRECTOR'S REPORT

projects.	
ATTENDANCE OF PLANNING COMMISSIONERS FOR THE NEXT MEETING OF MONDAY, May 6, 2024 – Chair La Fevers and Commissioner Allen said they would be absent.	ATTENDANCE FOR NEXT MEETING
ADJOURNMENT – Chair La Fevers adjourned the meeting at 6:10 p.m. _____ Secretary, Planning Commission **ATTEST:** _____ Chair, Planning Commission	ADJOURNMENT

MINUTES, PLANNING COMMISSION
CITY OF CARPINTERIA
CARPINTERIA, CALIFORNIA

June 3, 2024
Regular Meeting
5:30 P.M.

CALL TO ORDER and ROLL CALL The meeting was called to order at 5:30 p.m. by Chair La Fevers. **Commissioners Present:** Glenn La Fevers, Chair David Allen, Vice-Chair Jane L. Benefield John Moyer **Commissioners Absent:** Katherine Salant **Others Present:** Nick Bobroff, Community Development Director Mindy Fogg, Principal Planner Megan Musolf. Assistant Planner Mack Carlson, Brownstein Hyatt Farber Schreck Cody Sargeant, Brownstein Hyatt Farber Schreck	CALL TO ORDER & ROLL CALL
PLEDGE OF ALLEGIANCE - Chair La Fevers led the flag salute.	PLEDGE
INTRODUCTIONS, PRESENTATIONS, ANNOUNCEMENTS Community Development Director Nick Bobroff introduced Cody Sargeant from the City Attorney's office who is assisting with City matters.	ANNOUNCEMENTS
PUBLIC COMMENT - None	PUBLIC COMMENT
CONSENT CALENDAR **1)** Minutes of the regular Planning Commission meeting held February 5, 2024 **2)** Minutes of the regular Planning Commission meeting held March 4, 2024 **3)** Minutes of the regular Planning Commission meeting held April 1, 2024 MOTION Upon a motion by Commissioner Allen, seconded by Commissioner Moyer, the Planning Commission voted 4-0 to approve the minutes of the regular Planning Commission meetings held February 5, 2024, and March 4, 2024, with edits to the February meeting related to comments by Salant, Benefield and Allen.	CONSENT CALENDAR

MOTION Upon a motion by Commissioner Moyer, seconded by Commissioner Allen, the Planning Commission voted 3-0-1 (Moyer, La Fevers and Allen in favor, Benefield abstained) to approve the minutes of the regular Planning Commission meeting held April 1, 2024.	
NEW PUBLIC HEARING **4) Updates to Density Bonus Regulations** **Planners: Megan Musolf and Mindy Fogg** **Project 21-2111-LCPA/ORD** **Address: Citywide** **Applicant: City of Carpinteria** Hearing at the request of the City of Carpinteria to consider Project No. 21-2111-LCPA/ORD, an ordinance proposing to repeal and replace Chapter 14.77 of the Carpinteria Municipal Code, part of the City's Local Coastal program, to implement changes to State density bonus law; and to approve a California Environmental Quality Act ("CEQA") exemption pursuant to CEQA Guidelines sections 15265 and 15061(b)(3). The ordinance would be applicable Citywide on any parcel that proposes a qualifying project under State density bonus law. DISCLOSURE OF EX-PARTE COMMUNICATIONS – N/A Assistant Planner Megan Musolf presented the staff report, reviewed action options and said a sample motion has been provided. The following are highlights of questions asked during the presentation: Chair La Fevers asked if significant impacts are the same as significant adverse impacts under CEQA, and Legal Counsel Cody Sargeant explained it is not defined in the same way, and a definition is included in the Draft Ordinance. He also noted not all projects will trigger CEQA or would always require the same level of review. Regarding visual impacts, Commissioner Allen asked if they are too subjective to include in the list of significant impacts in proposed Section 14.77.070. Assistant Planner Megan Musolf said the department discussed this extensively but because analyzing views would vary greatly depending on the project, it was not included in the list. Community Development Director Nick Bobroff added that visual resources could be added to the list of bullets. He explained some	NEW PUBLIC HEARING

flexibility has been baked into the ordinance language so there could be some protection to visual resources on a case-by-case basis.

Upon conclusion of Ms. Musolf's presentation, the commissioners continued with questions. Commissioner Benefield asked for clarification on what an "identifiable and actual cost reduction" is regarding the denial of an incentive. Ms. Musolf provided further explanation.

City Attorney Mack Carlson additionally explained the applicant will have to provide data in its application as to why an incentive results in a cost reduction; however, should an agency refute the evidence, the burden of proof is on the agency to prove the requested incentive would not result in an actual and identifiable cost reduction. He said there is a presumption in favor of the applicant in this area.

Commissioner Allen commented that excess height might be the easiest for meeting the burden of proof. City Attorney Mack Carlson spoke about the challenges in creating the evidentiary record that height doesn't lead to a cost reduction. Community Development Director Nick Bobroff explained a likely scenario is that a developer would say additional height is needed to accommodate additional units.

Allen asked about the status of AB 2560 that allows Density Bonus Law to apply in coastal areas notwithstanding the Coastal Act and coastal protective policies. Legal Counsel Cody Sargeant said they are tracking it closely; it passed the Assembly in May, and they will keep the city apprised of it.

Commissioner Moyer inquired about the meaning of the City's right of first refusal in the proposed Affordability Agreement. Community Development Director Bobroff explained this provision would give the City first option to purchase the affordable units, although the City has not done this in recent history. He noted the language was fairly standard across jurisdictions.

PUBLIC HEARING OPENED

Patrick O'Connor said having a structure that refers to the state law in the ordinance takes us out of the game. He said Sun Coast Rentals referred to language in state law that wasn't part of our ordinance that allowed them to have a much denser outcome. He warned that referring to state law in the ordinance is a slippery slope.

PUBLIC HEARING CLOSED

Chair La Fevers questioned whether we should add details to our ordinance or refer to state law in our ordinance, and Assistant Planner Megan Musolf explained that the provisions referenced are mandatory, and in referencing them instead of including them directly in the ordinance, the ordinance would stay up-to-date for as long as possible.

Commissioner Allen spoke about acreage on which density is based and expressed concern about instances that could lead to absurdity. He provided an example such as a tall building situated on a narrow lot where a creek takes up 2/3rds of the acreage. He said there should be the ability to refer to objective standards to lower base density where conditions make it infeasible or environmentally inappropriate to develop all of the parcel. He expressed concern that AB 2560 (Density Bonus Law applied to coastal zones) could dissolve all protections on Bluffs 1, 2, and 3 and suggested looking at areas where current zoning may not be appropriate. He noted we have always been reactive in legislative matters, but he believes there are opportunities for protection if we act quickly.

A discussion about adding a visual element followed. Chair La Fevers said he likes the idea of adding one to the list and suggested having specific references to impacts from projects, such as seeing bluff developments from the beach. Assistant Planner Megan Musolf said she is aware of one policy in the General Plan that refers to the view corridor to the beach from Linden and Carpinteria Avenues. She said naming specific streets adds some objectivity. Community Development Director Nick Bobroff suggested they tie language from Coastal Act policies into a visual resources item in the ordinance rather than writing brand new policy. Commissioner Allen strongly recommended keeping visual resources on the list, and Chair La Fevers expressed support for crafting additional view protection language.

Commissioner Allen also said that if the only way to increase density is to go up, then what merits examination is our ordinance language with respect to the acreage on which density is based.

Commissioner Benefield expressed frustration that the state does not want us to have anything subjective (no choices). Assistant Planner Megan Musolf agreed subjective standards would not hold up against state law. She said the commissioners are in a bind, because the subjective standards are there to help but could get the city in a lawsuit. She added that if the state wants development everywhere there is land, then developers are all that is needed.

Commissioner Moyer said it's a huge dilemma for the whole state, not just Carpinteria. He expressed concern that if we insert a bunch of subjective

requirements that they are just going to get kicked back. He also expressed concern that we need to meet the City's RHNA numbers. He thinks we need to tie this to state law to make it as easy on us as we can. He asked how many objective regulations exist.

Assistant Planner Megan Musolf provided details related to denying a concession, such as buffer requirements and setbacks for sensitive habitats, as well as geographic instability exposing a property to a coastal hazard. Bobroff explained how they tried to bake in flexibility when circumstances come up.

Commissioner Benefield suggested that certain projects might warrant having experts at meetings to talk the developers into a better project for the city. Bobroff explained there are opportunities to talk to applicants and we can push back, but there is only so much city staff can do.

Chair La Fevers commented that with respect to state law, at some point the pendulum might swing back because legislators are elected. He said it's a slow process, but we might get local control back at some point.

La Fevers proceeded to question why certain things in the existing ordinance had been left out of the new one. He brought to attention that on-street parking not being allowed to fulfill parking requirements had been left out.

City Attorney Mack Carlson explained that Density Bonus law addresses that parking requirements cannot be met through off-street parking, so by referencing state law in the ordinance, it is covered without being specified in it.

Discussion took place about extending deed restrictions. Mr. Carlson explained that state law is being incorporated by reference, but cities can extend restrictions through a resolution brought to the city council, and language has been included to allow the city to evaluate economic conditions affecting restrictions.

Commissioner Allen said he would be inclined to extend affordability covenants for as long as possible.

Chair La Fevers again brought to attention that there are regulations in the existing ordinance that are not in the new one. He said the ability to require offering affordable units to certain subsets of our community is important and was included in the existing one.

Ms. Musolf suggested additional information could be included in a density

bonus applicant's guide. Discussion followed, and Commissioner Allen noted that bonus density law does not include things in our ordinance that we would like to keep. Chair La Fevers expressed concern that the items in a non-ordinance document wouldn't be as strong.

Ms. Musolf explained they could research potentially incorporating them; however, new regulations could not be added via the bonus density guide and would have to be included in this ordinance or state law.

Chair La Fevers asked for clarification about the last sentence under application requirements regarding the terms "reasonable documentation" and "submittal of a pro forma," where an applicant is not required to prove a requested incentive would result in a cost reduction (Section 14.77.040). He said it should be removed or re-worded.

City Attorney Cody Sargeant explained it moves the burden of proof on the city, and it was to keep us from pushing the line. He agreed it could be stricken and said it was there for consistency with state bonus law. He said decisionmakers could be advised of the appellate court decision should the topic come up.

Both Chair La Fevers and Commissioner Allen suggested the language be stricken.

Chair La Fevers asked if we have an opportunity with this ordinance to include a longer term on deed restrictions. Bobroff explained flexibility was built in by allowing the length to be set by a resolution, so that it could be adjusted over time. La Fevers encouraged considering a resolution that once affordable units are built that we hang onto them. Commissioners Allen and Moyer expressed support for a resolution, as well.

The inclusion of visual resources on the list was brought up again. Commissioner Allen suggested the ordinance refer to the City's current visual resource policies in the Local Coastal Plan (LCP), despite some being objective and some being subjective. La Fevers agreed.

Community Development Director Nick Bobroff reiterated his understanding of the Commission's direction: 1) There is unanimous agreement to address visual resources as a coastal resource policy, using a broad reference to all our visual resource Local Coastal Program (LCP) policies, 2) review the existing key provisions for affordable housing covenants and make sure they are included in this ordinance, 3) remove the last sentence of 14.77.040 regarding providing reasonable documentation for the waiver request, and 4) encourage the City Council to consider a longer affordability term than 55 years by resolution. Bobroff explained the

revisions would need to go before the Coastal Commission for approval and might possibly be brought back to the Commission before heading to the City Council for final approval.

Commissioner Benefield thanked staff for completing a difficult task. She said although more housing is needed, the new laws are not popular among the people here and their input is negated.

City Attorney Mack Carlson spoke about the impetus for the Local Coastal Plan (LCP) consistency findings list. He said it was to make clarifications for applicants at the outset. It is not meant to constrain the Planning Commission's authority and is to shift the burden to the applicant to show they aren't going to adversely impact coastal resources. He suggested we hone in on objective criteria for defining when a visual impact constitutes an adverse impact.

Commissioner Allen said he understands the logic but is reluctant not to include visual resources on the list at this stage. He said we need to review all the policies but should begin by including them and receiving Coastal Commission feedback. Chair La Fevers expressed concern that by being more specific we run the risk of leaving something out.

Mr. Carlson explained that the goal of the ordinance is to maximize flexibility, and just because something is not on the list, it does not mean it cannot be considered during future projects.

MOTION
Commissioner Allen moved to recommend that the City Council adopt the proposed ordinance, repealing and replacing Chapter 14.77 of the Carpinteria Municipal Code to implement revised density bonus regulations in response to state law changes; and recommend that the City Council determine that the proposed ordinance is exempt from review under CEQA pursuant to CEQA guidelines §15625 and §15061(b)(3); with an amendment to add visual resources to the list of local coastal resources, deletion of the last sentence in 14.77.040-Application Requirements, and a review of elements of the existing ordinance that may have been left out (parking, local preference policy, affordability terms). Moyer seconded the motion. Motion passed 4-0 by the following roll call vote: Moyer voted yes, Benefield voted yes, Allen voted yes, and La Fevers voted yes.

Commissioner Allen recommended that the City Council and staff look at the city's base density with gross acreage as opposed to acreage limited by physical or objective environmental constraints. He emphasized it is urgent depending on what projects we see.

OTHER BUSINESS - None	OTHER BUSINESS
MATTERS PRESENTED BY COMMISSIONERS Commissioner Allen requested that the updated draft Density Bonus Ordinance be provided to the planning commissioners. Commissioner Benefield inquired about new laws related to taxing empty second homes. City Attorney Mack Carlson said most of these vacancy tax measures have been popping up in the Bay Area and apply to both commercial and residential vacancies. He said it's a new tool and he is trying to gather information before taking an initiative like it to the voters.	MATTERS PRESENTED
DIRECTOR'S REPORT **5) Architectural Review Board Meeting Minutes of February 29, 2024, March 14, 2024, and April 11, 2024** **6) City calendar for the month of June, 2024** **7) Planning Activity Report as of May 30, 2024** **8) Building Permit Report as of May 30, 2024** Community Development Director Nick Bobroff reviewed the materials.	DIRECTOR'S REPORT
ATTENDANCE OF PLANNING COMMISSIONERS FOR THE NEXT MEETING OF MONDAY, July 1, 2024 – Allen said he would be absent for the June 18th joint meeting and July planning commission meeting. La Fevers said he was not sure if he would be able to attend the July meeting. Moyer and Benefield said they could attend the July meeting.	ATTENDANCE FOR NEXT MEETING
ADJOURNMENT – Chair La Fevers adjourned the meeting at 7:33p.m. _____ Secretary, Planning Commission **ATTEST:** _____ Chair, Planning Commission	ADJOURNMENT

MINUTES, PLANNING COMMISSION
CITY OF CARPINTERIA
CARPINTERIA, CALIFORNIA

June 3, 2024
Regular Meeting
5:30 P.M.

MINUTES, PLANNING COMMISSION
CITY OF CARPINTERIA
CARPINTERIA, CALIFORNIA

July 1, 2024
Regular Meeting
5:30 P.M.

CALL TO ORDER and ROLL CALL The meeting was called to order at 5:35 p.m. by Chair La Fevers. **Commissioners Present:** Glenn La Fevers, Chair David Allen, Vice-Chair (by teleconference) Jane L. Benefield John Moyer Katherine Salant **Others Present:** Nick Bobroff, Community Development Director Brian Banks, Principal Planner	CALL TO ORDER & ROLL CALL
PLEDGE OF ALLEGIANCE - Chair La Fevers led the flag salute.	PLEDGE
INTRODUCTIONS, PRESENTATIONS, ANNOUNCEMENTS - None	ANNOUNCEMENTS
PUBLIC COMMENT Patrick O'Connor, speaking as a citizen, said during the second ARB review of the Lagunitas project, it became evident conversations had taken place with the developer prior to the reviews. He said the chairman of both boards should be a part of strategic discussions, and he questioned whether ex-parte disclosures should apply to conversations with staff. He asked for more transparency and involvement.	PUBLIC COMMENT
CONSENT CALENDAR **1) Minutes of the regular Planning Commission meeting held June 3, 2024** MOTION Upon a motion by Commissioner Moyer, seconded by Commissioner Benefield, the Planning Commission voted 4-0-1 by a roll call vote to approve the minutes of the regular Planning Commission meeting held June 3, 2024 with edits. Moyer voted yes, Benefield voted yes, La Fevers voted yes, Allen voted yes, and Salant abstained. The following edits were made: Commissioner Allen requested changes to comments attributed to him on Page 4, paragraph 1, 3rd sentence. He asked that it state the following: "He said there should be the ability to refer to objective standards to lower base density where conditions make it infeasible or environmentally inappropriate to develop all of the parcel."	CONSENT CALENDAR

Allen also asked that the last sentence in the same paragraph use the word "reactive" rather than "reactionary" and read as follows: "He noted we have always been reactive in political matters." Commissioner Benefield asked to remove the following sentence on page 4: "She said she is befuddled."	
NEW PUBLIC HEARING **2) Runnfeldt Automobile Storage Project** **Planner: Brian Banks** **Project # 23-2251-CUP/CDP** **Address: 1025 Cindy Lane** **Applicant: Ray Ames, Foothill Design Group** Hearing on the request of Ray Ames, Foothill Design Group, to consider Project 23-2251-CUP/CDP (application filed September 8, 2023) for a Conditional Use Permit and Coastal Development Permit to allow personal storage of up to nineteen collectable automobiles within an existing approximately 7,550 square foot tenant space in a multitenant industrial/research commercial building; and to accept a categorical exemption pursuant to §15301 of the California Environmental Quality Act (CEQA) Guidelines. The application involves APN 001-190-056, addressed as 1025 Cindy Lane. DISCLOSURE OF EX-PARTE COMMUNICATIONS - None Principal Planner Brian Banks presented the staff report and action options. Commissioner Salant asked if there are ventilation requirements for the vehicles. Principal Planner Brian Banks explained there are mechanical ventilation systems in place for a storage facility that are not specific to vehicle use. He said based on the opinion of staff and the fire marshal that it did not seem new requirements were necessary. He noted vehicles will be stored and not serviced or moved around at that location. Regarding concerns about servicing or fueling cars onsite, Community Development Director Nick Bobroff clarified there is a recommended condition that would prohibit such activities and close the loop on workarounds.	NEW PUBLIC HEARING

With respect to whether there should be additional security requirements, Banks explained none were suggested or proposed, and Bobroff said the city is not in a position to require them. PUBLIC HEARING OPENED Ray Ames, agent for the applicant, described the operation as simple and straightforward. He explained there will be an employee who will oversee the vehicles and rotate operating them, with maintenance and fueling taking place offsite. PUBLIC HEARING CLOSED The commissioners expressed unanimous support for the project. Commissioner Moyer said he could make the findings and would be willing to approve it. Commissioner Benefield expressed support with a warning that we should avoid using up our m-zone on frivolous things. Commissioner Salant agreed with Benefield and said this shows that in uncertain times we must be creative. Commissioner Allen said he was willing to support a motion to approve, noting the project doesn't impose detrimental effects on the city. Chair La Fevers said it is an appropriate use for the area and expressed support. He called for a motion. MOTION Commissioner Benefield moved to approve the Conditional Use Permit (CUP) and Coastal Development Permit (CDP) to allow storage of 19 collectable automobiles in the location indicated, with the conditions in the staff report. Commissioner Moyer seconded the motion. Motion passed unanimously by the following roll call vote: Salant voted yes, Benefield voted yes, Moyer voted yes, Allen voted yes, and La Fevers voted yes.	
OTHER BUSINESS Community Development Director Nick Bobroff reminded all that a joint City Council, Planning Commission and Architectural Review Board training meeting is being scheduled for late July.	OTHER BUSINESS
MATTERS PRESENTED BY COMMISSIONERS Commissioner Benefield noted there is a 6-month review for the dog park pilot program coming up. Community Development Director Nick Bobroff said the review will take place in November.	MATTERS PRESENTED

DIRECTOR'S REPORT **3)** Architectural Review Board Meeting Minutes of May 16, 2024 **4)** City calendar for the month of July 2024 **5)** Planning Activity Report as of June 27, 2024 **6)** Building Permit Report as of June 27, 2024 Community Development Director Nick Bobroff reviewed the materials.	DIRECTOR'S REPORT
ATTENDANCE OF PLANNING COMMISSIONERS FOR THE NEXT MEETING OF MONDAY, August 5, 2024 – Commissioner Allen said he would be attending the meeting virtually. All other commissioners said they would be in attendance.	ATTENDANCE FOR NEXT MEETING
ADJOURNMENT – Chair La Fevers adjourned the meeting at 6:27 p.m. _____ Secretary, Planning Commission **ATTEST:** _____ Chair, Planning Commission	ADJOURNMENT

MINUTES, PLANNING COMMISSION
CITY OF CARPINTERIA
CARPINTERIA, CALIFORNIA

July 1, 2024
Regular Meeting
5:30 P.M.

MINUTES, PLANNING COMMISSION
CITY OF CARPINTERIA
CARPINTERIA, CALIFORNIA

August 5, 2024
Regular Meeting
5:30 P.M.

CALL TO ORDER and ROLL CALL The meeting was called to order at 5:30 p.m. by Acting Chair Benefield. **Commissioners Present:** Glenn La Fevers, Chair (arrived at 5:54 p.m.) David Allen, Vice-Chair (via teleconference) Jane L. Benefield John Moyer Katherine Salant **Others Present:** Nick Bobroff, Community Development Director Syndi Souter, Senior Planner	CALL TO ORDER & ROLL CALL
PLEDGE OF ALLEGIANCE – Acting Chair Benefield led the flag salute.	PLEDGE
INTRODUCTIONS, PRESENTATIONS, ANNOUNCEMENTS Community Development Director Nick Bobroff introduced new City Manager Michael Ramirez. Mr. Ramirez proceeded to speak about his 100-day plan for the city and his leadership philosophies. He asked the commissioners to share information on their backgrounds so that he could better understand their viewpoints.	ANNOUNCEMENTS
PUBLIC COMMENT - None	PUBLIC COMMENT
CONSENT CALENDAR - None	CONSENT CALENDAR
NEW PUBLIC HEARING **1) Mayer Residence Remodel & Additions** **Planner: Syndi Souter** **Project # 22-2183-CUP/CDP/ARB** **Address: 5557 Calle Arena** **Applicant: Ted Meeder, architect, for Tyler and Jessica Mayer** Hearing at the request of Ted Meeder, architect, for Tyler and Jessica Mayer, to consider Project 22-2183-CUP/CDP/ARB (application filed December 14, 2022) for approval of a Conditional Use Permit and Coastal Development Permit to partially demolish an existing legal-nonconforming 2,233 square-foot one-story single-family residence and construct a new 3,041 square-foot two-story single-family residence under the provisions of Carpinteria Municipal Code (CMC) §14.12 - Single-Family Residential	NEW PUBLIC HEARING

District, §14.62 - Conditional Use Permit, and §14.82 - Nonconforming Uses; and to approve an Exemption pursuant to §15301, §15302, and §15332 of the California Environmental Quality Act (CEQA) Guidelines. The application involves APN 003-382-011, addressed as 5557 Calle Arena**.**

DISCLOSURE OF EX-PARTE COMMUNICATIONS – None

Senior Planner Syndi Souter presented the staff report and presented action options. She provided additional details in response to commissioners' questions.

Note: Chair La Fevers began acting as chair at 6:05 p.m.

Commissioner Allen asked why the structure was 2-feet taller than nearby recent two-story homes. Souter explained the house sits on a raised foundation which puts the finished floor about two feet above grade, which is an existing condition.

Commissioner Salant expressed concern about setting a precedent for roof height creep and said if other options were considered that it could be lowered. She pointed out that a lighter roof color would be better for energy conservation purposes. She asked what kind of fireplace is in the living room and brought to attention the chimney implies a wood-burning one.

Senior Planner Syndi Souter explained the roof height is 1.5 foot taller than that of the proposed house next door. ARB felt it was acceptable because the second story is nestled over the center of the house. About the roof, she agreed darker colors get warmer and said the architect could answer why the color was chosen. Regarding the fireplace, she said all new ones are required to be electric or gas, and she would let the architect explain.

Community Development Director Nick Bobroff assured Salant that energy conservation would be examined during the building permit plan check, with the type of fireplace captured in the process.

PUBLIC HEARING OPENED

Architect Ted Meeder described the applicant as a long-term Carpinterian whose family outgrew its house in an ideal location. He addressed Salant's concerns, including the possibility of lowering the height, using a lighter roof color to save energy, and the type of fireplace. The following are highlights: He said they are working with a floor level that is already elevated, and to achieve a lower height the whole house would have to be demolished. They initially came in at the height level of 25 feet, but after

ARB discussions they found a way to reduce it by 1.4 feet and can barely fit doors in at this height. A one-story solution was impossible for a family of six. Regarding changing the roof color, he said they can consider her comments; however, colors appear lighter than samples present, and nobody wants a white roof. He believes the project will be one of the most energy efficient houses in Carpinteria regardless of the roof color. He said they feel this project is a model for how to put a second story on a house in a sensitive area, with the second story only 18 feet wide. Regarding the possibility of reducing the ceiling height, he explained lowering it would have been oppressive due to its length, and it took many discussions with the ARB to arrive at the current height. As for the fireplace, he explained a small number of wood-burning fireplaces remain on an EPA-approved list and are still allowed but, if not, it'll be stopped during plan check.

Susan Mailheau, who lives on Calle Arena, said they don't want a second story in this neighborhood. She expressed that the house is not consistent with the small beach town character. She spoke about how when she moved here from Seattle, they were conscious of downsizing, while new neighbors don't seem to care. She said she doesn't care for the steeple effect, and there's another house just like this without it. She said the project does not fit into the neighborhood because it's too big.

Sue Skendarian, 5583 Calle Arena, said a precedent had been set with the Hawkins house, which is very large for the street. She spoke about an informal understanding that was lost after the Hawkins house, where split-levels were on the ocean side, two-stories were allowed on the other side, and the idea was to share the views. She said the house would fit in better if the ceiling was dropped.

Lorie Stout, via e-mail, said the plans show the house's height to be taller than existing homes in the neighborhood.

Meeder then fielded questions about the roof height. In response to a question from Commissioner Benefield about the amount of time spent researching a flat roof, architect Ted Meeder answered zero. He agreed the height could have been lowered 2.5 feet if a flat roof had been used but said his clients were not interested in the modern look.

Commissioner Salant suggested the living room area could be stepped down, and Meeder responded that his client has a parent who is disabled, and the front entryway and garage have no steps. Salant insisted every avenue regarding roof height was not explored. Meeder said they pulled out 1.5 feet from the height in response to ARB suggestions, and they don't feel the house is towering due to the distance of the setback of the second floor from the street.

PUBLIC HEARING CLOSED

BREAK – Chair La Fevers called for a 2-minute recess.

Commissioner Allen said the issue is two-story homes in what was historically a single-story neighborhood. He said the horse got out of the barn years ago and the question now is where to draw the line. He explained this design doesn't present the problems other two-story homes in the neighborhood have, it wouldn't look right if lowered, and its second story does not meaningfully impede public views. The applicant is faced with a design problem in that they can't destroy the whole foundation to reduce the whole height. He added that the wedding cake design minimizes the massing and bulk from the street and from behind. He advised thinking about enhancing design guidelines to minimize the creep of two-story structures, similar to the stringline standards developed for the Beach Neighborhood, with the use of means and averages for height and setbacks. He said he finds it hard to draw the line with this structure, and he expressed support for the project.

Commissioner Benefield agreed with Allen and said she doesn't think it blocks the ocean view. She said it's not what the community is used to, but the hindrance is that there's already a house there, and the grade is already set. She thinks the project is fine, and the CUP should be approved because it meets the findings.

Commissioner Moyer expressed support. He said if the roof was flat, this room would be full of people complaining, as they did with another project with a flat roof on Eighth Street. He said we are looking at revitalizing a valuable home, one in need of an upgrade. He noted the importance of upgrading, with water saved and all appliances energy efficient. He said he doesn't think the roof is obtrusive or obstructs a lot of view. Setbacks aren't an issue here, and ARB did an adequate job to get the applicant to do as much as they could legally and economically. He listed the various consistencies in the findings.

Commissioner Salant said she can support everything in the project but expressed concern about the overall height and precedent it sets. She said every avenue to lower the height had not been explored; therefore, she is voting no.

Chair La Fevers said they had embraced the concept of stepping back with the reduced massing of the second story. He noted we often focus on peak height. We struggle with bulk, scale, and massing, and in this case it's nicely done. He said Allen's comments are well stated about how it affects

mass and views in the neighborhood. He described the project as very attractive and said it fits in with the neighborhood. He described the non-conforming setbacks as minimal and legacies of the original construction. He entertained a motion. MOTION Commissioner Moyer moved and Commissioner Benefield seconded to adopt Resolution No. PC-24-005 thereby approving Project 22-2183-CUP/CDP/ARB to allow the partial demolition of an existing non-conforming 2,233 square-foot single-family one-story residence and construction of a new 3,041 square-foot single-family two-story residence at 5557 Calle Arena and to accept a Categorical Exemption pursuant to §15301, §15302 and §15332 of the California Environmental Quality Act (CEQA). Motion passed 4-1 by the following roll call vote: Moyer voted yes, Benefield voted yes, Salant voted no, Allen voted yes, and La Fevers voted yes.	
OTHER BUSINESS - None	OTHER BUSINESS
MATTERS PRESENTED BY COMMISSIONERS Commissioner Salant asked for a status update on the Housing Element and what is needed to get in compliance. Community Development Director Nick Bobroff said the Housing Element has not yet been certified because we haven't completed the necessary rezones to meet our RHNA numbers. The RHNA is 901 units, and we are about 250 units short on available capacity and will need to rezone additional land to accommodate it. He said they are studying sites and developing several options. They are looking at 10-12 sites that vary in size, and some are easier to rezone than others. He explained periodic updates are being provided to the City Council, and the state is aware of our efforts.	MATTERS PRESENTED
DIRECTOR'S REPORT **2)** Architectural Review Board Meeting Minutes of May 16, 2024 **3)** City calendar for the month of July 2024 **4)** Planning Activity Report as of June 27, 2024 **5)** Building Permit Report as of June 27, 2024 Community Development Director Nick Bobroff reviewed the materials. He announced that the 700 Linden project is nearly done, with the ground floor almost entirely leased.	DIRECTOR'S REPORT

ATTENDANCE OF PLANNING COMMISSIONERS FOR THE NEXT MEETING OF MONDAY, September 3, 2024 – Commissioner Allen said he would attend the meeting virtually, and Commissioner Benefield said she might attend virtually. All other commissioners said they would be in attendance.	ATTENDANCE FOR NEXT MEETING
ADJOURNMENT – Chair La Fevers adjourned the meeting at 7:13 p.m. _____ Secretary, Planning Commission **ATTEST:** _____ Chair, Planning Commission	ADJOURNMENT

MINUTES, PLANNING COMMISSION
CITY OF CARPINTERIA
CARPINTERIA, CALIFORNIA

August 5, 2024
Regular Meeting
5:30 P.M.

MINUTES, PLANNING COMMISSION
CITY OF CARPINTERIA
CARPINTERIA, CALIFORNIA

September 3, 2024
Regular Meeting
5:30 P.M.

CALL TO ORDER and ROLL CALL The meeting was called to order at 5:30 p.m. by Acting Chair Benefield. **Commissioners Present:** David Allen, Vice-Chair (via teleconference) Jane L. Benefield, Acting Chair John Moyer Katherine Salant **Commissioners Absent:** Glenn La Fevers, Chair **Others Present:** Nick Bobroff, Community Development Director Brian Banks, Principal Planner	CALL TO ORDER & ROLL CALL
PLEDGE OF ALLEGIANCE – Acting Chair Benefield led the flag salute.	PLEDGE
INTRODUCTIONS, PRESENTATIONS, ANNOUNCEMENTS - None	ANNOUNCEMENTS
PUBLIC COMMENT - None	PUBLIC COMMENT
CONSENT CALENDAR **1) Minutes of the regular Planning Commission meeting held July 1, 2024** MOTION Upon a motion by Commissioner Moyer, seconded by Commissioner Salant, the Planning Commission voted 4-0 to approve the minutes of the regular Planning Commission meeting held July 1, 2024, as submitted. **2) Minutes of the regular Planning Commission meeting held August 5, 2024** MOTION Upon a motion by Commissioner Moyer, seconded by Commissioner Salant, the Planning Commission voted 4-0 to approve the minutes of the regular Planning Commission meeting held August 5, 2024, as submitted.	CONSENT CALENDAR

NEW PUBLIC HEARING **3) Ebeling-Van Der Kar Lot Split** **Project: 23-2264-TPM/VAR/CDP** **Address: 435 Concha Loma Drive** **Applicant: Kaitlyn Earnest, SEPPS, for Carolyn Ebeling and Suan Van Der Kar** **Planner: Brian Banks** **Hearing on the request of Kaitlyn Earnest, SEPPS, to consider Project 23-2264-TPM/VAR/CDP (application filed November 30, 2023) for a Tentative Parcel Map (TPM 25,204) to subdivide the existing 19,912 square foot lot into two parcels of 11,236 square feet and 8,689 square feet in size, respectively, in the 6-R-1 Zone District and a Variance from the setback requirements, covered parking, and parking location requirements under the provisions of Carpinteria Municipal Code (CMC) §14.12 - Single-Family Residential District, §14.70 - Variances, and Chapter 16 - Subdivisions; and to approve an Exemption pursuant to §15303, §15315, and §15061 of the California Environmental Quality Act (CEQA) Guidelines. The application involves APN 003-370-011, addressed as 435 Concha Loma Drive.** DISCLOSURE OF EX-PARTE COMMUNICATIONS – Commissioner Salant and Acting Chair Benefield disclosed they visited the site and toured the property with the owners. Commissioner Allen said he had no communications with the owners but is familiar with the property. Principal Planner Brian Banks presented the staff report and presented action options. He responded to the commissioners' questions. Chair Benefield asked if something different had been built whether the variances would disappear, and Banks explained new construction would require re-applying for the variances and not be able to take advantage of the relief granted this evening. Commissioner Salant shared that the lot is being split in the event heirs of the two owners (sisters) want to sell the property. She said her family had dealt with a parcel that was split and it resulted in issues years later. She questioned what would happen if a fence was put up or views compromised. She asked whether such issues can be addressed in the deed. Principal Planner Brian Banks explained that construction of fences would require review through a permit process. He said property owners can also come up with their own private agreements with respect to fences and	NEW PUBLIC HEARING

views, but it's not something the city would necessarily get involved in.

Commissioner Salant suggested that potential issues resulting from the lot split be incorporated into the deeds.

PUBLIC HEARING OPENED

Laurel Perez explained the property was inherited by two sisters and this lot split is about keeping it in the family for future generations. The following are highlights from a PowerPoint presentation Perez gave: She said although the parcel is more than twice the size of adjacent lots, it is in a unique situation where it is zoned 6-R-1 consistent with adjacent lots. The lots resulting from this split would still be larger than most of the lots on Calle Arena. She emphasized no new structures are proposed with this development, and any new development would have to comply with code requirements. She said the development footprint is compatible and consistent with surrounding lots in the neighborhood. Parking is also consistent with many other houses in the neighborhood that have single-car garages. The fire department visited the parcel and had no request for changes. She noted all additional structures are permitted, except for the shed that will be removed. She clarified there is a third permitted carport without a driveway on parcel 1 that serves as storage.

Susan Van der Kar, applicant and co-owner, spoke about how her parents owned the property for 50 years, and this lot split was explored as a solution for her and her sister to keep the property in the family.

James McElvain, 551 Calle Arena, expressed full support and said what has been laid out makes perfect sense. He said the triangular shape is unique, and this is a good solution to separate the residences. He added the homes "as is" contribute to the eclectic feel of the neighborhood. He shared that there have never been issues with parking or congestion in that area. We are formalizing what was divided already, he said.

PUBLIC HEARING CLOSED

Commissioner Moyer said he supports the project and agrees with the findings as written by staff. He wished them the best.

Commissioner Allen said the lot split makes sense for the owners, and it imposes no burden on the neighborhood to allow it. He added it conforms to all our subdivision laws and variances given the circumstances of the lot. He expressed support and thanked Mr. Banks for a great presentation.

Commissioner Salant described the project as sensible. She urged the two

sisters when drawing up the legal deeds to contemplate all possibilities with their lawyer. Acting Chair Benefield commented on how she has seen many families break up over property and money disputes, and getting their ducks in line is a good idea. She expressed support for the project. MOTION Commissioner Allen moved, and Commissioner Moyer seconded, to adopt Resolution PC-24-006, thereby approving Project 23-2264-TPM/VAR/CDP to grant a Tentative Parcel Map, Variance and Coastal Development Permit to allow a subdivision to create two lots each developed with a single family dwelling and accessory structures, grant Variances to allow deviation from the building setback, covered parking, and parking location requirements of the 6-R-1 zone district; adopt the Notice of Exemption for the project pursuant to the Guidelines for the Implementation of CEQA; and adopt the findings in Attachment A, Exhibit 1 and recommend project Conditions of Approval in Attachment A, Exhibit 3. Motion passed 4-0 by voice vote.	
OTHER BUSINESS - None	OTHER BUSINESS
MATTERS PRESENTED BY COMMISSIONERS Acting Chair Benefield asked for a status update on the Monte Vista Dog Park. Community Development Director Nick Bobroff said the project was tentatively scheduled for its six-month review for the Planning Commission's November meeting.	MATTERS PRESENTED
DIRECTOR'S REPORT **4) Architectural Review Board Meeting Minutes of May 30, 2024 and July 11, 2024** **5) City Calendar for the month of September 2024** **6) Planning Activity Report as of August 29, 2024** **7) Building Permit Report as of August 29, 2024** Community Development Director Nick Bobroff reviewed the materials. He said the Palms Restaurant has submitted a Development Plan and a preliminary review will be coming to the Planning Commission. Patrick O'Connor asked for a status update on the Carter Warehouse Addition project that had been reviewed by the ARB in May. Bobroff explained the project was a conceptual application and the applicant has not followed up whether they plan to pursue it formally.	DIRECTOR'S REPORT

ATTENDANCE OF PLANNING COMMISSIONERS FOR THE NEXT MEETING OF MONDAY, October 7, 2024 – Commissioner Allen said he was uncertain he could attend due to travel. The other commissioners said they would be in attendance.	ATTENDANCE FOR NEXT MEETING
ADJOURNMENT – Acting Chair Benefield adjourned the meeting at 6:34 p.m. _____ Secretary, Planning Commission **ATTEST:** _____ Chair, Planning Commission	ADJOURNMENT

MINUTES, PLANNING COMMISSION
CITY OF CARPINTERIA
CARPINTERIA, CALIFORNIA

October 7, 2024
Regular Meeting
5:30 P.M.

CALL TO ORDER and ROLL CALL The meeting was called to order at 5:30 p.m. by Chair La Fevers. **Commissioners Present:** Glenn La Fevers, Chair David Allen, Vice Chair Jane L. Benefield John Moyer Katherine Salant **Others Present:** Nick Bobroff, Community Development Director Brian Banks, Principal Planner Syndi Souter, Senior Planner Mindy Fogg, Principal Planner Megan Musolf, Assistant Planner	CALL TO ORDER & ROLL CALL
PLEDGE OF ALLEGIANCE – Chair La Fevers led the flag salute.	PLEDGE
INTRODUCTIONS, PRESENTATIONS, ANNOUNCEMENTS Community Development Director Nick Bobroff announced the ARB will be looking at proposed objective design standards on October 17th that are part of the rezone effort for the larger Housing Element.	ANNOUNCEMENTS
PUBLIC COMMENT Patrick O'Connor asked if the Downtown Design Committee was going to participate in developing the proposed objective design standards. Bobroff explained in the interest of expediency there had not been a plan to involve the committee, but they could look to see where it could fit into the process.	PUBLIC COMMENT
CONSENT CALENDAR **1) Minutes of the regular Planning Commission meeting held September 3, 2024** MOTION Upon a motion by Commissioner Moyer, seconded by Commissioner Allen, the Planning Commission voted 4-0-1(La Fevers abstained) to approve the minutes of the regular Planning Commission meeting held September 3, 2024, as submitted.	CONSENT CALENDAR
NEW PUBLIC HEARING	NEW PUBLIC HEARING

2) Marquez Duplex Addition & Remodel for Unit A Time Extension
Project # 20-2057-CUP/CDP/TEX
Applicant: Martha Marquez
Address: 4684 Seventh Street
Planner: Syndi Souter

Hearing on the request of Martha Marquez to consider Project 20-2057-CUP/CDP/TEX (request filed June 20, 2024) for approval of a 12-month time extension to the previously-approved Conditional Use Permit and Coastal Development Permit to remodel a legal nonconforming 847 square-foot duplex unit and construct a 258 square-foot addition to the side of the unit for a resultant size of 1,035 square feet under the provisions of the Carpinteria Municipal Code (CMC) §14.14 - Planned Residential Development District and §14.62 - Conditional Use Permit; and to determine that the time extension request is statutorily exempt from the California Environmental Quality Act (CEQA) pursuant to §15061(b)(3) of the CEQA Guidelines. The application involves APN 003-301-012, addressed as 4684 Seventh Street.

DISCLOSURE OF EX-PARTE COMMUNICATIONS - None

Discussion took place about the reason for the time extension and potential delays resulting from the City of Carpinteria's building permit plancheck transition process.

PUBLIC HEARING OPENED & CLOSED – No speakers came forward.

MOTION
Upon a motion by Commissioner Moyer, seconded by Commissioner Benefield, the Planning Commission approved the Marquez Duplex Addition & Remodel for Unit A Time Extension. Motion passed by a 5-0 voice vote.

3) Howard New Residence Time Extension,
Project # 22-2162-DP/CDP/ARB/TEX
Applicant: Dylan Chappell, architect, for John Howard
Address: 4818 Dorrance Way
Planner: Syndi Souter

Hearing at the request of Dylan Chappell, architect, for John Howard, to consider Project 22-2162-DP/CDP/ARB/TEX (request filed August 27, 2024) for approval of a 12-month time extension to the previously-approved Development Plan and a Coastal Development Permit to construct a new 2,197 square-foot two-story single-family residence and a

detached 512 square-foot two-car garage with a 446 square-foot workshop above on a vacant lot under the provisions of Carpinteria Municipal Code (CMC) §14.14 - Planned Residential Development District and §14.68 - Development Plan; and to determine that the time extension request is statutorily exempt from the California Environmental Quality Act (CEQA) pursuant to §15061(b)(3) of the CEQA Guidelines. The application involves APN 003-440-013, addressed as 4818 Dorrance Way.

DISCLOSURE OF EX-PARTE COMMUNICATIONS
Commissioner Benefield recused herself because the location of her residence is close to the project.

PUBLIC HEARING OPENED & CLOSED – No speakers came forward.

MOTION
Upon a motion by Commissioner Moyer, seconded by Commissioner Salant, the Planning Commission approved the Howard New Residence Time Extension. Motion passed by 4-0 voice vote (La Fevers, Allen, Moyer and Salant in favor; Benefield recused)

4) Scerni New Residence Time Extension,
Project # 22-2184-DP/VM/CDP/ARB/TEX
Applicant: Jeremy Roberts, architect, for Gregg and Beth Scerni
Address: 4610 Fourth Street
Planner: Syndi Souter

Hearing at the request of Jeremy Roberts, architect, for Gregg and Beth Scerni, to consider Project 22-2184-DP/VM/CDP/ARB/TEX (request filed August 14, 2024) for approval of a 12-month time extension to the previously-approved Development Plan and a Coastal Development Permit to construct a new 2,257 square-foot two-story single-family residence with an 838 square-foot partially-covered deck, and a detached 504 square-foot two-car garage with a storage loft under the provisions of Carpinteria Municipal Code (CMC) §14.14 - Planned Residential Development District and §14.68 - Development Plan; and to determine that the time extension request is statutorily exempt from the California Environmental Quality Act (CEQA) pursuant to §15061(b)(3) of the CEQA Guidelines. The application involves APN 003-431-005, addressed as 4610 Fourth Street.

DISCLOSURE OF EX-PARTE COMMUNICATIONS
Commissioner Benefield recused herself because the location of her residence is close to the project.

PUBLIC HEARING OPENED & CLOSED – No speakers came forward.

MOTION
Upon a motion by Commissioner Moyer, seconded by Commissioner Allen, the Planning Commission approved the Scerni New Residence Time Extension. Motion passed 4-0 by voice vote (La Fevers, Allen, Moyer and Salant in favor; Benefield recused)

5) Public Works Carport, Project: 24-2300-DP/VAR/CDP
Applicant: John L. Ilasin, P.E., Public Works Department Director
Location: 5775 Carpinteria Avenue
Planner: Brian Banks

Hearing on the request of John L. Ilasin, P.E., Director, City of Carpinteria Public Works Department, to consider Project 24-2300 (application filed June 20, 2024) for a Development Plan, Variance, and Coastal Development Permit to allow construction of a 750 square foot equipment carport to be located partially within the required rear setback of the City of Carpinteria Public Works corporation yard; and to accept a categorical exemption pursuant to §15303 and §15305 of the California Environmental Quality Act (CEQA) Guidelines. The application involves APN 001-170-018, addressed as 5775 Carpinteria Avenue.

DISCLOSURE OF EX-PARTE COMMUNICATIONS - None

Principal Planner Brian Banks presented the staff report. He said staff was recommending the Planning Commission approve the resolution based on the staff report and conditions within it.

PUBLIC HEARING OPENED

Josefina Arechiga, Assistant Engineer and project manager from Public Works, explained space and funds are limited, and the prefabricated carport is a cost effective way to protect the new electric street sweeper.

Commissioner Salant questioned whether more carports will be needed in the future.

Arechiga said she doesn't see this kind of project recurring, but there is a shift toward sustainability and more electric vehicles.

Robert Howard, Public Works Supervisor, explained that the street sweeper is a very expensive piece of equipment, and it and a backhoe are currently parked under a Eucalyptus grove that requires constant clean-up.

John Ilasin, Director of Public Works, explained the carport will have a charging station making the facility consistent with the Sustainable Community Policy adopted by the City Council. He said there could be more carports like it in the future.

PUBLIC HEARING CLOSED

MOTION
Upon a motion by Commissioner Benefield, seconded by Commissioner Allen, the Planning Commission approved the City of Carpinteria Public Works Carport, Project 24-2300-DP/VAR/CDP. Motion passed 5-0 by voice vote.

6) Amendment to Safety Element, Project # 24-2308-GPA
Applicant: City of Carpinteria
Address: Citywide
Planner: Megan Musolf

Hearing on the request of the City of Carpinteria to consider Project 24-2308-GPA to amend the Safety Element of the Carpinteria General Plan to incorporate in its entirety the City's Local Hazard Mitigation Plan (LHMP) into the Safety Element pursuant to California (State) Assembly Bill 2140, thereby making the City eligible for additional State Public Assistance funding, and to provide recommendations to the City Council regarding adoption of the amendment, as determined appropriate. The amendment is minor in nature and would provide a direct internet link to the LHMP in the Safety Element.

Assistant Planner Megan Musolf presented the staff report. She said staff's recommendation (Option 1) is that the Planning Commission recommend that the City Council adopt the proposed resolution (Attachment A) amending the Safety Element of the Carpinteria General Plan and accept the CEQA Notice of Exemption (Attachment D).

Commissioner Salant suggested a cheat sheet with acronyms be placed at the beginning of the document rather than the end. She said a lot of the information is outdated and described the document as confusing.

Community Development Director Nick Bobroff clarified the LHMP was adopted by the City Council back in early 2023 and is updated on a five-year cycle. At that time, it contained the most current available information. He said tonight they are asking to amend the policy language in the General Plan to refer to the document in its entirety, with a living link in the Safety Element. The LHMP will be updated 3-4 years from now, he said.

Commissioner Benefield commented that there is a lot of helpful information, but it does not belong in the Safety Element. She has read many Safety Elements that are more direct, with the disaster described then the policy, without all the historical information. She expressed concern about having a document floating around that is not great. PUBLIC HEARING OPENED Amrita Salm reiterated concerns expressed by Commissioner Salant about outdated information in the LHMP. She said if the document is going to be submitted to the state, it should contain updated information. PUBLIC HEARING CLOSED MOTION Commissioner Allen moved to accept staff's recommendation that the Planning Commission recommend moving this item to the City Council for adoption. Moyer seconded the motion. Motion passed 5-0 by voice vote. Commissioner Moyer commented that he learned a lot from reading the document and suggested every citizen of Carpinteria read it. Commissioner Allen suggested everyone read *When the Birds Fell From the Sky* by Walter Tompkins.	
OTHER BUSINESS - None	OTHER BUSINESS
MATTERS PRESENTED BY COMMISSIONERS Commissioner Salant expressed concern about the Surfliner Inn hearing taking place in November due to the election. Community Development Director Nick Bobroff clarified it was not on the agenda, but that the six-month status report on the Monte Vista Dog Park pilot program will be heard, along with the first phase of the rezones needed to implement the Housing Element. Some of the commissioners asked to receive their packets in binders, lamenting that reports are often massive and hard to keep organized with only a clip. Director Bobroff said staff would do their best to accommodate them.	MATTERS PRESENTED
DIRECTOR'S REPORT 7) Architectural Review Board Meeting Minutes of August 15, 2024 8) City Calendar for the month of October 2024	DIRECTOR'S REPORT

9) Planning Activity Report as of September 30, 2024 10) Building Permit Report as of September 30, 2024 Community Development Director Nick Bobroff reviewed the materials.	
ATTENDANCE OF PLANNING COMMISSIONERS FOR THE NEXT MEETING OF MONDAY, November 4, 2024 – All commissioners said they would be in attendance.	ATTENDANCE FOR NEXT MEETING
ADJOURNMENT – Chair La Fevers adjourned the meeting at 6:52 p.m. _____ Secretary, Planning Commission **ATTEST:** _____ Chair, Planning Commission	ADJOURNMENT

MINUTES, PLANNING COMMISSION
CITY OF CARPINTERIA
CARPINTERIA, CALIFORNIA

October 7, 2024
Regular Meeting
5:30 P.M.

MINUTES, PLANNING COMMISSION
CITY OF CARPINTERIA
CARPINTERIA, CALIFORNIA

November 4, 2024
Regular Meeting
5:30 P.M.

CALL TO ORDER and ROLL CALL The meeting was called to order at 5:30 p.m. by Chair La Fevers. **Commissioners Present:** Glenn La Fevers, Chair David Allen, Vice Chair Jane L. Benefield John Moyer Katherine Salant **Others Present:** Nick Bobroff, Community Development Director Mindy Fogg, Principal Planner Megan Musolf, Assistant Planner Mack Carlson, City Attorney, Brownstein Hyatt Farber Schreck	CALL TO ORDER & ROLL CALL
PLEDGE OF ALLEGIANCE – Chair La Fevers led the flag salute.	PLEDGE
INTRODUCTIONS, PRESENTATIONS, ANNOUNCEMENTS - None	ANNOUNCEMENTS
PUBLIC COMMENT Terry Scrivner, resident of the Beach Neighborhood, expressed concern about fire and flood emergencies due to one egress with railroad tracks that prevents them from getting out in a speedy way. She said she is kind of against the hotel project with its parking on the beach side of the tracks, noting there is a senior citizen mobile home park at the end of Dorrance Way and Third St requiring frequent emergency vehicle visits. She hopes they are thinking about paving another egress on Ash or Holly Aves. Ronald Arruejo, chair of the City of Oxnard's Planning Commission, explained that his commissioners do not receive stipends, yet 9 of 10 cities in Ventura County provide them. He asked that surrounding cities that do offer stipends provide support when his planning commission comes before its city council in the next few months. He said he would provide the commissioners with additional information on how they can help.	PUBLIC COMMENT
CONSENT CALENDAR - None	CONSENT CALENDAR
NEW PUBLIC HEARING **1) Monte Vista Off-Leash Dog Park Temporary Use Permit Status Report** **Planner: Megan Musolf**	NEW PUBLIC HEARING

Project 23-2261-TUP
Address: Monte Vista Park
Applicant: City of Carpinteria

Hearing pursuant to the adopted Conditions of Approval for Project 23-2261-TUP to receive a status report following six months of operation of the Monte Vista off-leash dog park pilot program. The dog park is located in Monte Vista Park (APN 001-080-038).

DISCLOSURE OF EX-PARTE COMMUNICATIONS – None

Assistant Planner Megan Musolf presented the staff report. Staff's recommendation is to receive and file the staff report, and to provide any relevant direction to staff.

Jeanette Gant, Parks, Recreation and Community Services Director, thanked CDOG for their partnership and said she has been meeting monthly with them and visiting the park. She reported that the first six months have been successful, with no complaints received. In response to a comment that the fence is unattractive, she said if they were granted continuation of the temporary permit and the program became permanent, they would install a more permanent and better-looking fence.

PUBLIC HEARING OPENED

Van Fleisher of CDOG said his dog's veterinarian shared that clients have been speaking enthusiastically about the park. Fleisher spoke about the socializing that goes on there, noting teachers have run into former students, among other things. He described the park as powerful for our community.

Jim Rampton, 6099 Jacaranda Way, expressed opposition and spoke about how recent use of Monte Vista Park has been unprecedented between soccer, church services, parties, exercisers, kids, etc. He said the park is fully utilized with parking out-of-control. He expressed concern that a disproportionate impact has been forced on the neighborhood. He added they have front row seats to the insufficient parking, fighting dogs, off-leash dogs due to insufficient room, cars blocking fire lanes and more. He suggested putting the park in an area that would re-distribute the impacts. He also suggested increasing stall parking in the neighborhood (Bailard Ave to Pandanus St). He expressed concern about the park operating without CDOG opening and closing it. He suggested limiting parking on the condominium side to residents only, noting 79% of visitors park in front of them.

Jim Bailard, 1150 Bailard Avenue, expressed opposition. His house is on the east side of the park within 100 yards of the park. He said CDOG has managed it well, but issues remain such as barking and illegal parking. He noted parking was a problem prior to the dog park and has become more of a problem. He suggested the city focus on more dog parks elsewhere, noting Monte Vista is already under heavy use, with his own surveys showing it is the most heavily used park in the city. He said it is particularly a problem on summer weekend afternoons and evenings when there are large parties with over 100 people that take place. He suggested a comprehensive assessment of park usage throughout the city, changing city policies and permits, and finding a site that can accommodate large parties for picnics. He explained Monte Vista was purchased with funds from the two condominium developments and intended as a neighborhood park, but usage has gone way beyond that.

Christie Boyd, 1200 Bailard Avenue, said she has no issues other than illegal parking and aesthetics. She suggested if the dog park is made permanent that a design review be completed by the ARB, describing the current park as "San Quentin for dogs." She said the original park was for the 500 homes on Bailard Ave, but what is happening now are massive parties with 50, 75 or 100 people at each BBQ area. There is one toilet for men and one for women, which is not adequate. Parking on weekends is a nightmare and not enforced by Code Enforcement. She said she owns a dog and loves dogs but feels this isn't the right park for it.

Lorraine McIntire, treasurer and a founder of CDOG, agreed there is not enough parking in the neighborhood; however, she pointed out there are multiple cars and families per unit, with garages that go unused and trucks that take up 1.5 spaces. Regarding requests to section off an area for small dogs, there is a roll-out fence that people use and are happy with. About the perimeter fence, the current one is rented from Marborg and a permanent one would be lower and align naturally with the landscape. She said CDOG ambassadors are almost always on site and engage in all kinds of bark mitigation. She noted five locations were approved by City Council (El Carro didn't work, she explained), and we can get the ball rolling to spread this around.

Community Development Director Nick Bobroff summarized three letters received. One expressed support, one was opposed based on parking issues, and another encouraged finding solutions for the parking issues.

PUBLIC HEARING CLOSED

Commissioner Benefield said more code enforcement people are needed.

She expressed concern when the Red Tail Bailard Housing project is built how all the people using the park will be dealt with. She said there is too much pressure on this park, and nobody is moving forward on building another one. She pointed out the people living near the park don't park in their own garages. She understands the noise impacts and has moved many times because of barking dogs. She advocated for a better-looking park.

Commissioner Moyer said 80% of garages in town are not used, and if you don't park in the garage, you should not complain about lack of parking. He said he visited the park and it was pretty mellow. He expressed approval for the continuation of the temporary use permit, with direction to the city to go after a permanent situation and explore the five approved sites. He commented that 70-80% of people shouldn't have to drive to a park and should be able to walk to one. He said the park has been a success, its population deserves to be served, and that City Council should actively direct staff to pursue the additional dog park locations.

Commissioner Allen expressed support for the TUP extension. He said CDOG's data is helpful in making decisions for additional dog parks. 22 dogs are a lot of dogs in that space (the average is 6.5), so the need has been made clear. He suggested more communication from the city about dog leash requirements and availability of the off-leash park. He spoke about conceptual plans he viewed for a dog park at Lagunitas, noting it would have the advantage of more space, parking, and future population to serve to the east. He said, among other things, Lagunitas has less conflict issues than other sites but lamented the cost due to our budget crunch. Regarding CDOG unlocking and locking the dog park each day, he said he supports leaving it unlocked, but would like to see C-DOG continue to monitor and collect data for two summers, citing the Conditions of Approval. Related to overall concerns about the use of Monte Vista Park, he suggested giving additional attention to the number of people allowed at park BBQ sites, but noted it will result in Code Enforcement issues. He expressed support for finding additional funding for Code Enforcement officers.

Commissioner Salant referenced Lorraine McIntire's comment that there are five other approved dog park locations and suggested CDOG provide input regarding another location that would be suitable. She said some locations might be smaller and can be designated as the small dog park. Regarding parking issues, she said she is hearing it is more a result of the owners that live there and if they parked in the garages, it would take pressure off the street. She expressed support for the TUP extension.

Chair La Fevers said there is consensus by the Planning Commission to accept the staff report, and clarified with staff that Condition of Approval

#20 (not #17) should be amended so that a TUP for an additional year could be approved by the community development director. He expressed appreciation to CDOG for making the park successful and compliant, and both McIntire and Fleisher of CDOG assured him they will be around for the long run to support the park and collect data. He asked that staff capture Commissioners' comments and suggestions and highlight them in the minutes or staff report forwarded to the City Council. One of his concerns is that Monte Vista is already heavily used, and another use creates a challenge. A more centrally located park would make a lot of sense, he said.

Regarding locking the dog park gates, there was general consensus from commissioners that CDOG does not need to lock them, as it was something they were not required to do under the Conditions of Approval anyway.

MOTION
Upon a motion by Commissioner Benefield, seconded by Commissioner Moyer, the Planning Commission voted to receive and file the Monte Vista Off-Leash Dog Park Temporary Use Permit Status Report with the changes mentioned by the Commission. Motion passed 5-0 by voice vote.

BREAK – Chair La Fevers called for a 5-minute recess.

2) Zoning Amendments for the 2023-2031 Housing Element
Planners: Mindy Fogg and Megan Musolf
Project 24-2279-ORD/LCPA
Address: Citywide
Applicant: City of Carpinteria

Hearing on behalf of the City of Carpinteria Community Development Department to consider three proposed ordinances that would implement Program 1 (Adequate Sites to Accommodate Regional Housing Needs) of the City's 2023-2031 Housing Element, and to provide recommendations to the City Council regarding adoption of the ordinances, as determined appropriate.

DISCLOSURE OF EX-PARTE COMMUNICATIONS - None

City Attorney Mack Carlson gave an introduction explaining that the proposed ordinances are necessary to comply with state housing law and allow the city to be eligible for state funding. Principal Planner Mindy Fogg and Assistant Planner Megan Musolf followed with the staff report and said staff is recommending the City Council adopt the proposed

ordinances and determine the addendum satisfies CEQA. They fielded Commissioners' questions, with Carlson reviewing the various income thresholds set annually for lower income households, and Mindy Fogg and Nick Bobroff noting that the City is moving these amendments along quickly to avoid additional penalties from the State.

Concerns were raised how state housing laws could impact the sites proposed for rezone to mixed-use. Bobroff explained developers could "stack" various housing laws (like density bonus) on these rezone sites to pursue additional units. The developments can provide a mix of income levels and developers are not obligated to come in with strictly low-income housing. The rezoned sites would require 20 units per acre minimum up to 25 units per acre, and the developer would have some flexibility to provide the income categories. Under state law a developer currently could apply other housing laws, such as the builder's remedy, to increase the density.

Regarding the maximum building height staff proposed to raise from 30 to 35 feet, Bobroff explained it was to accommodate denser housing and three stories, and the number was derived from HCD feedback earlier in the Housing Element process.

In response to Vice Chair Allen's question about requirements related to upper story stepbacks, Assistant Planner Megan Musolf explained that a concern was raised by an ARB member that two feet was not a perceptible change in the façade; however, another ARB member brought to attention larger stepbacks would run the risk of reducing potential density.

Bobroff added that effectively there are other objective design standards that may be more impactful in addressing the same issues, such as upper floor massing, and for this reason the objective design standards must be looked at in their entirety. He explained there is a delicate balance in going too far, so staff looked at neighboring jurisdictions and tried to mirror those standards to avoid HCD pushback. Commissioner Salant pointed out there are also design standards for the façade that can mask the mass of a structure, and Bobroff agreed and pointed to some standards that are used to break up massing and reduce perceived scale of buildings.

Commissioner Allen asked if it was reasonable to have design standards that require providing access to wireless Wi-Fi for all units. City Attorney Mack Carlson said it was his preference to deal with Wi-Fi through conditions of approval, as it's not really land use control and is a service provided to residents. He said they would be mindful of this in the future.

Commissioner Moyer asked about environmental constraints associated with Site 9 (Cindy Lane) and Bobroff explained it had been used initially as

a flood control basin but was quit claimed back to the property owner. He added it might have constraints related to native vegetation and coastal wetlands but had not yet been officially surveyed to his knowledge.

Chair La Fevers pointed out the new zoning designation ordinance has a mixed-use component and residential-only component, with mixed use requiring 80% ground floor commercial street frontage. He questioned whether a smaller portion would be considered for Site 7 or the sites on Eugenia.

Bobroff explained the existing General Plan has provisions in the General Commercial and Research Development Industrial categories that the commercial portion must be dominant, and they were trying to adhere to that with the 80% figure. He explained the number could be changed a little so long as we are making a connection to our General Plan policy language for mixed use development. He noted residential-only has its own language.

Regarding setbacks, Chair La Fevers questioned if it was considered that residential-only should have a larger one than that of commercial, and Bobroff said they could research this but felt standardized setbacks made sense. He explained staff wanted to be consistent with the 5-foot setbacks currently used downtown.

Commissioner Benefield asked if rezoning will offer the property owner more development options, and Bobroff said they would have *different* options but not necessarily more. Also, he said any uses that would become non-conforming would not be forcibly phased out.

Commissioner Allen asked about including amplified noise in the design standards, noting he is concerned about it impacting residential areas. Bobroff explained only a subset of these projects in the zone district requires the ministerial permitting process (projects that are 20% lower income), and they would still be able to apply standard conditions of approval to projects; however, conditions would have to apply to all projects and not be project-by-project specific. Allen stressed this is something important for City Council to consider.

PUBLIC HEARING OPENED

Laurel Perez of SEPPS Land Use Consulting spoke on behalf of Victor Schaff, owner of Site 21, the site of S&S Seeds. She said Schaff is asking to include Site 21 in the Phase 1 rezone effort. It is 2 parcels zoned for industrial park with tremendous potential for redevelopment near transit, employers and public amenities. It has potential to provide 120-190 homes.

She said many of the downtown sites have reduced likelihood to be redeveloped because they are already fully developed, and developed sites must provide feasibility studies. She questioned how realistic it is that the developed sites will be redeveloped and warned they have potential to keep the City out of compliance. She reviewed the various sites, pointing out that they don't have a good chance of being redeveloped in this RHNA cycle, and she listed reasons for including Site 21 in the Phase 1 rezone effort.

Kathryn and Cristina Logue identified themselves as members of a family that have provided housing in Carpinteria for 100 years. They own eight pieces of property here and have developed 70 units of housing in Los Angeles geared toward low income. They see a lot of Mixed Use next to their property, Site 20 on Palm Avenue. Their property is included in Phase 2 but asked that it be included in Phase 1. They said Site 20 is also surrounded by vacant lots (1.94 acres) that they own and would like rezoned, as well.

At the request of the Vice Chair, Community Development Director Nick Bobroff clarified why additional lots owned by the Logue Family had not been included in Phase 1. One lot is presumed ESH and covered in willow forest. Another site on the south side of Sixth Street was downzoned due to willow forest potential and concerns from the Sanitary District of having residential units next to it. He said it was counted in the Housing Element as a vacant site, but would provide low-density housing under current zoning.

Peter Grace, property owner of Site 2, a 30-acre property at 5800 Via Real known as Norman's Nursery, asked that it be added to Phase 1. He said it is an attractive property for development, will add upwards of 250 units, and makes sense to add given the short RHNA numbers. He said due to its location across the freeway, it will not obstruct any views. He believes the property is going to be a huge part of the housing solution for Carpinteria.

Chair La Fevers and staff brought to attention that Site 2 would require a General Plan Amendment to include it with Phase 1 because the land use designation would have to be changed from agricultural to residential or mixed-use.

Patrick O'Connor complimented the two long-range planning staff members for taking this project on quickly. He asked for approval of the zoning amendments. He brought to attention that typically neighborhoods are subject to the same design criteria, but these sites proposed are a patchwork of locations. He advised not to get hung up on the design criteria because it will likely have to be changed anyway. He pointed out there was no opportunity for joint ARB-Planning Commission review and believes

we should do it. He believes the City's boards and commissions should be part of conversations between staff and property owners.

Augustine Gonzalez, via Zoom, representing Site 16 at 4621 Carpinteria Avenue known as Gonzales Welding, explained at this time his family plans to continue operating the business and asked that Site 16 be removed from consideration.

Bobroff provided some context to the public comments. Regarding Site 21 not being chosen, he said there had been previous proposals at this site for mixed use, office park and residential; staff was being consistent with previous feedback from the City Council and Planning Commission that it was not seen as an appropriate location for residential. He noted that a rezone could also gain the attention of the Coastal Commission. He acknowledged Laurel Perez has a compelling case for a project if there was support for considering a residential development on the bluffs. With respect to Site 16, he noted that excluding it would not result in a scenario where RHNA accommodation dips too low. The Site is anticipated to provide RHNA in the moderate income category.

BREAK – Chair La Fevers called for a 2-minute recess.

Commissioner Moyer said despite all the work done, Phase 1 is weak, with most of the lots already developed and most owners having no desire to do anything with their properties. For this reason, he thinks including the Lagunitas property would be advantageous. He does not support including Site 21 in Phase 1 because it is too sensitive. He does not think we should play around with the design elements and should approve this right away.

Commissioner Allen agreed with Moyer about moving forward and thanked Megan, Mindy and Nick for a great job. He agreed the potential Lagunitas site should be added. He noted the resistance to rezone agricultural lands all the years he has lived here, but said that is going to go, and he blamed the state. He asked about the availability of school sites for housing, and Bobroff explained the schools had been approached but were not interested. Regarding Site 16, Allen said rezoning does not impact their use and could ultimately increase the value of the property, so he is ambivalent about losing it. He asked to pass on his concerns about rooftop amplification to the City Council.

Commissioner Benefield felt Site 16 should be removed because it does not provide the housing we need, and it should be exchanged for the Lagunitas site, Site 5. She said S&S Seeds (Site 21) will turn into a big battle in the community. She expressed approval to move forward and said we could refine whatever we have to do later.

Commissioner Salant said the sooner this is sent off, the sooner we can move to address the problem of housing in our city. She pointed out that we need to certify the Housing Element to qualify for state funding to help us build. Community Development Director Nick Bobroff agreed and noted it can open the door to obtain other affordable housing opportunities. Chair La Fevers complimented staff's work. He said he would prefer removing Site 16 from Phase 1 and placing it in Phase 2. He said Site 5, Lagunitas, would provide a significant amount of potential for affordable units and is logical to put in Phase 1. We should put as much effort as we can to developing higher densities downtown, he said. He is not in support of Site 21 and it should be kept in Phase 2, as he thinks there are better sites in Carpinteria. He is uncertain about Site 20 and is fine leaving it in Phase 2. He suggested the name of the Zoning District be RMU, Residential/Mixed Use. He believes the 35-foot height restriction is tolerable and prudent for us to meet mandates and provide denser development. He noted there appears to be consensus on adding Site 5 and removing Site 16. He called for a motion. MOTION Commissioner Allen moved to recommend that the City Council adopt proposed Ordinance A adding Chapter 14.19 to the Carpinteria Municipal Code (CMC) to include a new Mixed Use zone, including the following changes: change the name of the zone to RMU, Residential/Mixed Use and incorporate the record corrections as presented; and to adopt proposed Ordinance B adding Chapter 14.51 of the CMC to include the new Objective Design Standards and incorporate the record correction as presented; and to adopt proposed Ordinance C amending the official Zoning Maps and the Local Coastal Program (LCP) to rezone the select parcels to Residential/Mixed Use and include the following changes: include Site 5 (the Lagunitas site) and remove Site 16; and find the addendum to the certified program EIR satisfies the environmental review requirements in CEQA. Commissioner Moyer seconded the motion. Motion passed 5-0 by the following roll call vote: Moyer voted yes, Salant voted yes, Benefield voted yes, Allen voted yes, and La Fevers voted yes.	
OTHER BUSINESS - None	OTHER BUSINESS
MATTERS PRESENTED BY COMMISSIONERS Commissioner Benefield feels we are not taking advantage of grants and suggested hiring a grant writer. Bobroff said the city manager has been discussing it and believes the position has the ability to pay for itself; however, limited staff capacity hinders the City's ability to carry out grant-	MATTERS PRESENTED

funded projects. Benefield suggested we still pursue it.	
DIRECTOR'S REPORT **3) Architectural Review Board Meeting Minutes of September 26, 2024** **4) City Calendar for the month of November 2024** **5) Planning Activity Report as of October 30, 2024** **6) Building Permit Report as of October 30, 2024** Community Development Director Nick Bobroff reviewed the materials. He said the Palms Remodel, which has gotten through ARB review, will be reviewed by the Planning Commission on December 2nd. In addition, the Surfliner Inn application has been deemed complete and is targeted to go to the ARB for preliminary review on December 12th. Its story poles go up this month.	DIRECTOR'S REPORT
ATTENDANCE OF PLANNING COMMISSIONERS FOR THE NEXT MEETING OF MONDAY, December 2, 2024 – All commissioners indicated they would be in attendance.	ATTENDANCE FOR NEXT MEETING
ADJOURNMENT – Chair La Fevers adjourned the meeting at 9:23 p.m. _____ Secretary, Planning Commission **ATTEST:** _____ Chair, Planning Commission	ADJOURNMENT

MINUTES, PLANNING COMMISSION
CITY OF CARPINTERIA
CARPINTERIA, CALIFORNIA

November 4, 2024
Regular Meeting
5:30 P.M.

MINUTES, PLANNING COMMISSION
CITY OF CARPINTERIA
CARPINTERIA, CALIFORNIA

December 2, 2024
Regular Meeting
5:30 P.M.

CALL TO ORDER and ROLL CALL The meeting was called to order at 5:30 p.m. by Chair La Fevers. **Commissioners Present:** Glenn La Fevers, Chair David Allen, Vice Chair Jane L. Benefield John Moyer Katherine Salant **Others Present:** Nick Bobroff, Community Development Director Brian Banks, Principal Planner Mack Carlson, City Attorney, Brownstein Hyatt Farber Schreck	CALL TO ORDER & ROLL CALL
PLEDGE OF ALLEGIANCE – Chair La Fevers led the flag salute.	PLEDGE
INTRODUCTIONS, PRESENTATIONS, ANNOUNCEMENTS Community Development Director Nick Bobroff announced the Architectural Review Board will hold a preliminary review of the proposed Surfliner Inn project on Thursday, December 12th at 5:30p.m. The story poles are up at parking lot #3 and will remain through the first week of January.	ANNOUNCEMENTS
PUBLIC COMMENT - None	PUBLIC COMMENT
CONSENT CALENDAR **1) Minutes of the regular Planning Commission meeting held October 7, 2024** MOTION Upon a motion by Commissioner Allen, seconded by Commissioner Moyer, the Planning Commission unanimously approved the minutes of the regular Planning Commission meeting of October 7, 2024, as submitted. Motion passed 5-0 by voice vote.	CONSENT CALENDAR
NEW PUBLIC HEARING **2) Via Real Hotel Time Extension** **Planner: Brian Banks** **Applicant: Kevin Kohan, agent, for RAM Hotels** **Project 16-1822-DP/CDP/TEX**	NEW PUBLIC HEARING

Address: 4110 Via Real

Hearing on the request of RAM Hotels to consider Project 16-1822-DP/CDP/TEX (request filed October 28, 2024) for approval of a 12-month time extension to the previously-approved Development Plan and Coastal Development Permit to allow the removal of an existing 5,678 square foot former church building and all associated improvements, and the construction of a two-story, 72-guestroom, 44,191 square foot hotel and associated improvements under the provisions of the Carpinteria Municipal Code (CMC) §14.20 - Commercial Planned Development District and §14.49 - Residential Overlay District; and to determine that no further environmental review is required pursuant to §15162 of the California Environmental Quality Act (CEQA) Guidelines. The application involves APN 004-017-022, addressed as 4110 Via Real.

DISCLOSURE OF EX PARTE COMMUNICATIONS
Commissioners Salant and Benefield disclosed that they had spoken to each other about the time extension.

Principal Planner Brian Banks presented the staff report. He explained additional environmental review is not required to approve the time extension because the project has not changed. He said staff is recommending approval of the project's time extension to the previously approved Development Plan and Coastal Development Permit.

PUBLIC HEARING OPENED

Kevin Kohan, agent for RAM Hotels, said they are going through plan check and working with other agencies, and he is available for questions.

PUBLIC HEARING CLOSED

MOTION
Upon a motion by Commissioner Benefield, seconded by Commissioner Allen, the Planning Commission approved the time extension to the Via Real Hotel, Project 16-1822-DP/CDP/TEX. Motion passed 5-0 by voice vote.

3) Dish Wireless Telecommunications Facility
Planner: Brian Banks
Project 24-2292-CUP/CDP
Address: 6267 Carpinteria Avenue
Applicant: Harold Thomas Jr, MD7 Architecture, for Dish

Wireless, LLC

Hearing at the request of Dish Wireless, LLC to consider Project 24-2292-CUP/CDP (application filed April 11, 2024) for a Conditional Use Permit and Coastal Development Permit to allow installation of a new wireless telecommunications facility on an existing multi-story office building including the installation of three (3) 8-foot wireless telecommunication antennas, six radios and associated rooftop equipment, and architectural screening materials to visually shield the antennas under the provisions of the Carpinteria Municipal Code (CMC) §14.56 - Wireless Communications and §14.62 - Conditional Use Permit; and to accept a categorical exemption pursuant to §15301 and §15303 of the California Environmental Quality Act (CEQA) Guidelines. The application involves APN 001-190-056, addressed as 6267 Carpinteria Avenue.

DISCLOSURE OF EX PARTE COMMUNICATIONS – None

Principal Planner Brian Banks presented the staff report, with staff recommending approval of the project.

Discussion took place about screening and whether it is needed in all circumstances, with screening often worse than the antenna itself. In response to why the antenna cannot be set back further, Banks explained coverage must be considered, and the design cannot be revised to the point that a carrier is denied the coverage that competitors enjoy. City Attorney Mack Carlson added that FCC regulations constrain certain aspects of the city's authority with respect to these types of facilities.

Chair La Fevers asked about the relative size of the combined three structures to the existing one, noting the proliferation of architectural features on top of a building affects the Planning Commission's findings in terms of zoning code consistency. Banks suggested the applicant could provide the approximate dimensions.

La Fevers also asked if alternative locations on the east end of Carpinteria were explored by the applicant, noting there are others in place that are not close to the bluffs. Banks explained at least two other sites were analyzed as part of the application, but this was the preferred location. The site has a cooperative landowner willing to host the facility, and it meets coverage objectives.

Community Development Director Nick Bobroff added carriers are looking for the tallest buildings that are close to the highway. He said we tend to

see a handful of sites that meet the criteria, and the same sites come up again and again as carriers expand service.

PUBLIC HEARING OPENED

Harold Thomas, representing MD7 Dish Wireless, addressed the setback and why it is four feet. He explained that when pushing the antenna back from the building edge, there is a risk of having to increase the antenna's height and of not complying with FCC Guidelines for radiofrequencies, and that in this case, four feet was the happy medium. About the color, he said it will be "wild truffle" which is a brownish-grayish color. Regarding the size of the RFPs, they are 11-feet high and 8.5-feet wide. About researching alternative sites, he said 1038 Cindy Lane had a discrepancy in height and meeting coverage objectives, 1050 Cindy Lane had a landlord that appeared to be disinterested, and 6700 Rincon Road was not suitable due to natural and topographical features.

Chair La Fevers asked if the size of the enclosure of the three structures can be reduced, and Thomas explained this size can accommodate other providers that want to co-locate. La Fevers questioned at what point an enclosure that is more intrusive than the antenna can be reduced.

PUBLIC HEARING CLOSED

Commissioner Moyer said the setback helps and he likes the color. He noted cellphones are something we all live with, so we must support this. He added that because we already have wireless providers on the building, it fits the purpose and the need. He expressed support.

Commissioner Allen also expressed support. He spoke about the constraints tied to wireless facilities in that you must allow coverage provided the wireless provider has shown due diligence. He said he is extremely sensitive to visual constraints on our bluffs, and this adds yet another, although he thinks they did the best job they can in recessing it. He spoke about the building's controversial history, noting it is highly visible from the ocean side which is in opposition to our General Plan. He described it as highly visible, very tall, with reflective glass and not in keeping with the bluff's aesthetic.

Commissioner Benefield said there is a lot of junk on the roof, but she sees no way around it. She said she is in favor of approving it for now.

Commissioner Salant said cellphone service is here to stay. She described the project as big enough, and if another company wants to build, she hopes they will be a good sharer.

Chair La Fevers reiterated Allen's comments that the building was controversial. He said three structures on top would not be his first choice, but he understands the need. He is willing to accept it, he said.

MOTION
Upon a motion by Commissioner Allen, seconded by Commissioner Moyer, the Planning Commission voted unanimously to adopt Resolution PC No. 24-012 approving Project 24-2292-CUP/CDP for a Conditional Use Permit and Coastal Development Permit to allow installation of a new wireless telecommunications facility on an existing multi-story office building including the installation of three (3) 8-foot wireless telecommunication antennas, six radios and associated rooftop equipment, and architectural screening materials to visually shield the antennas, accept the CEQA Exemption, and adopt the findings as attached and Conditions of Approval as proposed by staff in Exhibit 3. Motion passed 5-0 by voice vote.

BREAK – Chair La Fevers called for 3-minute recess.

4) The Palms Restaurant Renovation
Planner: Brian Banks
Project 24-2303-DP/CDP
Address: 701 Linden Avenue
Applicant: Laurel Perez, agent for 701 Linden LLC

Hearing at the request of 701 Linden LLC to consider Project 24-2303-DP/CDP (application filed July 15, 2024) for a Development Plan and Coastal Development Permit to allow an interior and exterior renovation of the existing restaurant ("The Palms") and conversion of a portion of the roof to a partially covered patio and bar area resulting in a restaurant and market/café/retail area on the ground floor, a banquet/event space on the second floor, and a covered bar and uncovered dining area on the roof under the provisions of the Carpinteria Municipal Code (CMC) §14.22 - Central Business District and §14.44 - Visitor-Serving Overlay; and to grant Modifications to: 1.) allow a covered patio dining area within the required front setback; and 2.) to allow the rooftop bar structure to exceed the 30-foot height limit by 1 foot-eight inches; and to accept a categorical Exemption pursuant to §15301, 15302, 15303, 15305 and 15332 of the California Environmental Quality Act (CEQA) Guidelines.

DISCLOSURE OF EX PARTE COMMUNICATIONS
Commissioner Allen disclosed that he communicated with John Wullbrandt

on Messenger, Commissioner Moyer said he drove around the building once, and Commissioner Benefield shared (jokingly) she visited the bar many times.

Principal Planner Brian Banks presented the staff report with background and details about the renovation. He said staff is recommending the Planning Commission approve the project with a focus on the recommended conditions related to rooftop noise as outlined in the staff report and Conditions of Approval. He then answered commissioners' questions about noise and structural elements, among other things.

Commissioner Benefield said the effects of noises are hard to measure and felt strongly that we need to make it not noisy on the rooftop for the sake of the neighbors. Banks explained the applicant had been proactive in addressing the issue and had a noise study prepared. He also clarified that although a certain level of ambient noise is okay on the rooftop, it is clear the intent from the ARB is that live bands are not wanted up there.

In response to questions from Chair La Fevers whether making the rooftop structurally sound for the new deck could compromise the building's historical integrity, Banks explained a report from a structural engineer stated it is important that the four walls are not impacted by the proposed project. He added they are taking the extra step to require that a historian ensures historical elements are preserved and plans are followed through.

PUBLIC HEARING OPENED

Laurel Perez of SEPPS Land Use Consulting, representing the owners and project team, described the project and benefits it would bring to the community. The following are highlights:

- There will be improved architectural integrity, pedestrian ambiance and connectivity along Linden, increased onsite landscaping, a recommencing of the family restaurant, take-out onsite, and a small rooftop terrace with incredible views of the mountains and ocean.
- Careful consideration was given to the rooftop lounge, locating it away from the edges of the building to ensure safety and sensitivity to the residential neighborhood.
- A noise study was conducted that confirmed ambient noise levels for a fully operating restaurant, bar and lounge with four interior speakers and six rooftop speakers playing low background music is projected to be at 52 to 53 dBA, which is lower than city thresholds. They intend to limit the rooftop to quiet use and are aware of other noise issues downtown.
- The transportation program is robust despite being short of 7 spaces

and contains significant incentives for employees to carpool, use public transportation and ride bikes.
- Regardless of constructing a rooftop lounge, structural improvements were needed throughout the building.
- She noted the commitment to honoring the historical structure and said the historical report showed the original hotel always had a restaurant component.

Darryl Becker, project architect, said the original proposal was to restore the signage to what it was in the early 1900s and not deviate from the current sign with something new. The project's goal was to eliminate the renovations done in the 1950s/60s, connect it to the streetscape on Linden, make landscape improvements and do a complete restoration. He said they realized the inner core of the building is very dark, which is where the idea of an atrium came up that provides benefits of light and energy efficiency. He described the atrium in detail; it is a 3-story element with vegetation hanging, made of a steel frame with glazing on all four sides. He reviewed elevations and said, among other things, they responded to ARB's direction to contain noise.

Commissioner Salant commented on the second floor's use with its two private rooms for meetings and small gatherings. She questioned whether such demand exists. Becker responded that if there is a large group of diners, they can use a room, and it is meant to be flexible. Salant said there are a lot of walls that don't make it seem flexible.

Commissioner Salant also noted the project includes a "transportation demand coordinator" position, something she has never heard of.

Perez explained it is a standard condition that she has seen in other projects for offices and industrial projects in the city of Santa Barbara. It is usually the office manager who administers the program, and in this case, the restaurant's general manager would facilitate it. There is also a reporting requirement to city staff for three years.

Darryl Nelson of Associated Transportation Engineers (ATE) added that the success of a Transportation Demand Management (TDM) plan varies. You must find out what is most effective, work with that and do adjustments.

Commissioner Allen pointed out there is a reduction offered to employees for the cost of on-site meals that is not defined in the condition. Becker said they could consider including the information.

Discussion continued about better defining the Transportation Demand Management plan. Community Development Director Nick Bobroff explained it is an aspirational mitigation measure trying to balance two different state mandates, with the result that it is subjective.

With respect to parking, Commissioner Moyer suggested the nine spaces in back be limited to 2-hour parking. Perez said they could consider it.

Ms. Perez spoke about Condition 19 regarding no live entertainment on the rooftop. She explained their acoustical engineer studied worst case scenarios, and they are asking that an acoustic guitar and no-amplification singer be allowed, as they create no measurable impact on noise coming from the facility. There is also no vision to have a band. She said they would like more details added to the condition that specifies music with no amplification.

PUBLIC HEARING CLOSED

Commissioner Benefield commented on how much she loved The Palms, describing it as one of her favorite places. She expressed concern with state laws for parking, noting that with every project we allow fewer and fewer spaces. She stressed that we must do something about it and need a parking structure sooner than later. She said her big concern is noise, with the suggestions about the acoustic guitar sounding reasonable.

Commissioner Moyer said he echoes Benefield's comments. He pointed out that Condition 42 requires a special permit for music or signage. He pointed out there is an alleyway next to the residential area where noise will be pronounced. He said he can make the findings for modifications regarding energy and space. About parking, he thinks we are on the road to figuring it out and with three years of monitoring should be able to get the kinks out. He thinks a new sign could be a nice statement and we should look to the future and not worship the past. He loves the atrium, describing The Palms as a dark bar. He is encouraged by the renovations happening in downtown Carpinteria, including the 700 block.

Commissioner Allen expressed support. He is glad to see the rooftop focusing noise at Linden and not the residential area. He expressed concern that a singer and guitar can project sound a long way and thinks we would see more complaints from the residential area. He pointed out that we do not have code enforcement working at night. Regarding signage, he recommended that the ARB look at the signature of The Palms on the front and whether it should be historical or something new.

Commissioner Salant agreed with Allen about the music issue and

questioned why we should have live music or any music up there. Why not enjoy the views and nature? She expressed that it's not the building but what went on in it, the live music and all. She spoke about how the new building will be nice but will not bring back the old Palms. She said all the memories will be gone and it's going to be really different, and for that reason, we should maintain the sign we all know.

Chair La Fevers said he can make the findings for the minor setback on Linden and the additional height. About the onsite parking, it is restricted to restaurant patrons, and he expects to see it monitored and reviewed by staff. He said it's important employees park in Lot 3 and not take up downtown street parking or parking in residential neighborhoods. Historically, The Palms was a well-utilized building and managing the employee parking is the biggest part. He also agrees with Allen that we should avoid the slippery slope of rooftop entertainment, and he suggested conditioning it to not be allowed. He is, however, fine with speakers and music and okay with Condition 19 as written.

Discussion followed about the rooftop noise. Commissioner Allen agreed with La Fevers about allowing rooftop speakers and music. He also generally agreed with Salant's comments about not needing it; however, he noted all restaurants have music. His concern is that noise levels are indeed kept under control, adding enforcement can be difficult. He suggested the speakers have a sign saying, "Control should not go beyond *x*."

Chair La Fevers agreed and said the volume of the speakers should not be allowed to exceed noise that is ambient. He said with respect to Condition 19, the commissioners generally agree it is okay "as is."

Principal Planner Banks clarified, among other things, that Conditions 19 and 42 do not preclude the operator from applying for a live music permit within the restaurant.

Chair La Fevers reviewed a list of topics prior to asking for a motion:

<u>Direction on the Signage</u>
Chair La Fevers suggested we have the historian weigh in on the sign. Commissioner Allen expressed he did not want to give direction to ARB other than to say they want it reviewed by them. Commissioner Salant felt strongly the history that is considered should go back to what people in the community remember and not a time before their grandparents were born.

Commissioner Allen suggested they issue the following statement: "The Planning Commission requested the ARB consider whether to keep The Palms sign on the front façade or consider the 1912 sign on the front façade

or design a new sign." Commissioners offered more feedback. Allen said his preference is for the script they all mostly remember, Moyer said he votes for new. Benefield prefers that the ARB figure it out and include John Wullbrandt's input. Commissioner Salant said she wants the script. <u>Inclusion of Mural</u> About including a mural on the side, Chair La Fevers said he is strongly not in support of a mural on any facade of the building. Commissioners Benefield and Moyer agreed. <u>On-Site Parking Time Limit</u> Regarding the 2-hour time limit on on-site parking spaces he suggested, Commissioner Moyer proposed it be considered as an option *after* the monitoring takes place. <u>Meal Discounts in TDM Plan</u> With respect to adding more specific conditions on the Transportation Demand Management (TDM) plan's meal discount, Commissioner Allen said he was giving up on that one. <u>Rooftop Noise</u> The commissioners had generally agreed with Condition 19 that states no live entertainment is allowed but speakers are allowed not to exceed ambient noise levels. Principal Planner Brian Banks pointed out that live music is not allowed on the rooftop; however, it does not preclude the applicant from applying for a live entertainment license for music within the restaurant. MOTION Commissioner Moyer moved that they adopt the attached Resolution PC-24-011 thereby approving Project 24-2303-DP/CDP to grant a Development Permit and Coastal Development Permit to allow the described restaurant renovation and additions, grant the requested setback and height modifications and accept the Exemption pursuant to §15301, 15302, 15303, 15305 and 15332 of the CEQA Guidelines. Commissioner Benefield seconded the motion. Motion passed unanimously (5-0) by voice vote.	
OTHER BUSINESS - None	OTHER BUSINESS
MATTERS PRESENTED BY COMMISSIONERS	MATTERS

Commissioner Salant proposed that all projects should include drawings that show the full volume of the building as seen from 5 feet 6 inches from the ground. She said as buildings get bigger and bigger there is no way you can figure out the massiveness of the project. Community Development Director Nick Bobroff said all projects contain perspective renderings, but they can update their application to reflect street level renderings are wanted from a pedestrian's view.	PRESENTED
DIRECTOR'S REPORT **5) Architectural Review Board Meeting Minutes of October 17, 2024** **6) City Calendar for the month of December 2024** **7) Planning Activity Report as of November 30, 2024** **8) Building Permit Report as of November 30, 2024** Community Development Director Nick Bobroff reviewed the materials.	DIRECTOR'S REPORT
ATTENDANCE OF PLANNING COMMISSIONERS FOR THE NEXT MEETING OF MONDAY, January 6, 2025 – All commissioners indicated they would be in attendance.	ATTENDANCE FOR NEXT MEETING
ADJOURNMENT – Chair La Fevers adjourned the meeting at ? p.m. _____ Secretary, Planning Commission **ATTEST:** _____ Chair, Planning Commission	ADJOURNMENT

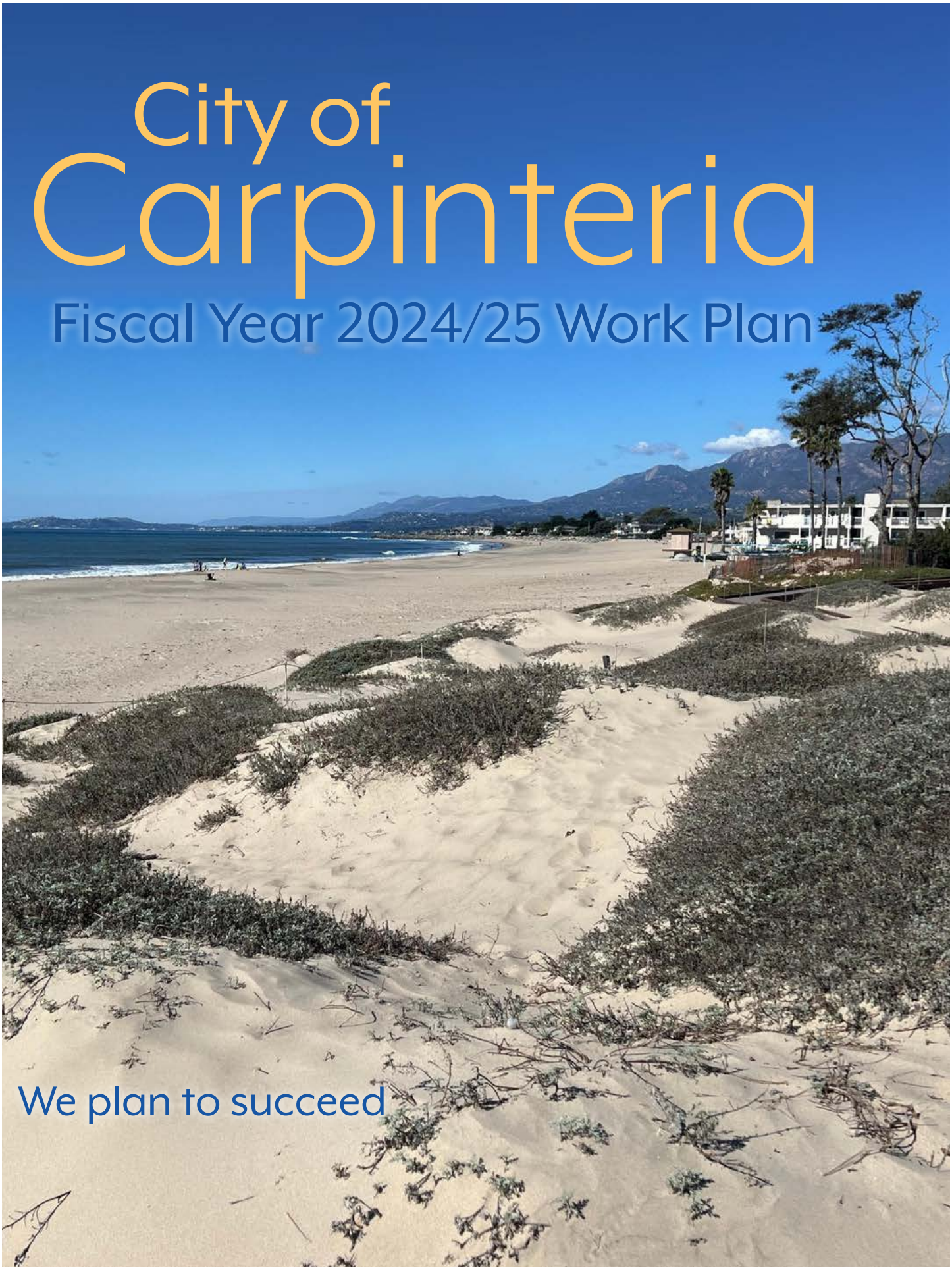
MINUTES, PLANNING COMMISSION
CITY OF CARPINTERIA
CARPINTERIA, CALIFORNIA

December 2, 2024
Regular Meeting
5:30 P.M.

EXHIBIT 4

City of Carpinteria

Fiscal Year 2024/25 Work Plan



We plan to succeed

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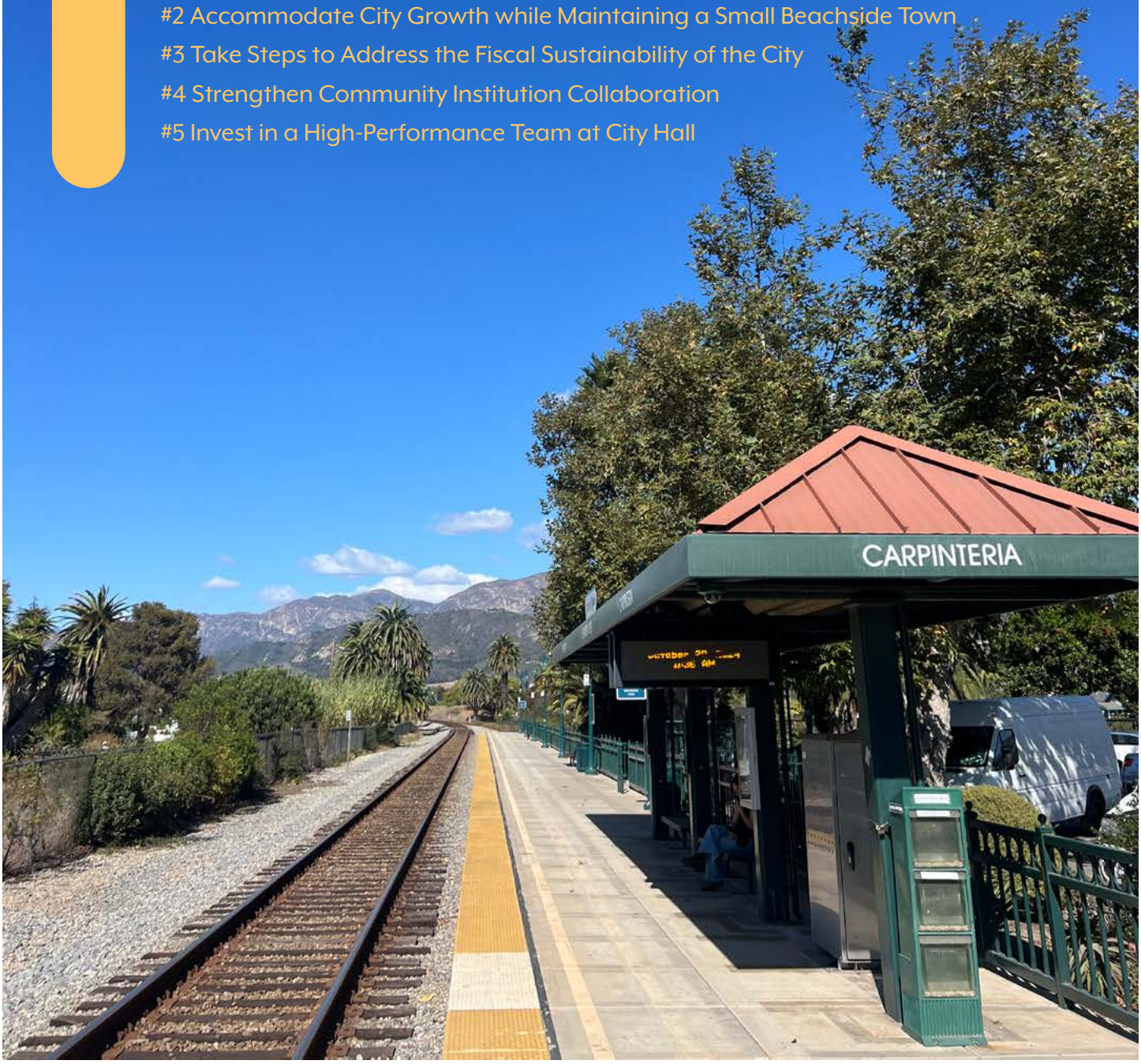
#1 Enhance Public Outreach, Education and Transparency

#2 Accommodate City Growth while Maintaining a Small Beachside Town

#3 Take Steps to Address the Fiscal Sustainability of the City

#4 Strengthen Community Institution Collaboration

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



EXECUTIVE SUMMARY

The Carpinteria City Council has established five PRIMARY GOALS for Fiscal Year (FY) 2024/25. The goals are numbered for reference purposes only and do not reflect any order of priority. The following pages outline the process used to develop these goals and provide details on how City staff will support each goal throughout the fiscal year ending June 30, 2025.

Primary Goal 1

Enhance Public Outreach, Education and Transparency





Primary Goal 2

Accommodate City Growth while Maintaining a Small Beachside Town Character

Primary Goal 3

Take Steps to Address the Fiscal Sustainability of the City





Primary Goal 4

Strengthen Community Institution Collaboration

Primary Goal 5

Invest in a High-Performance Team at City Hall

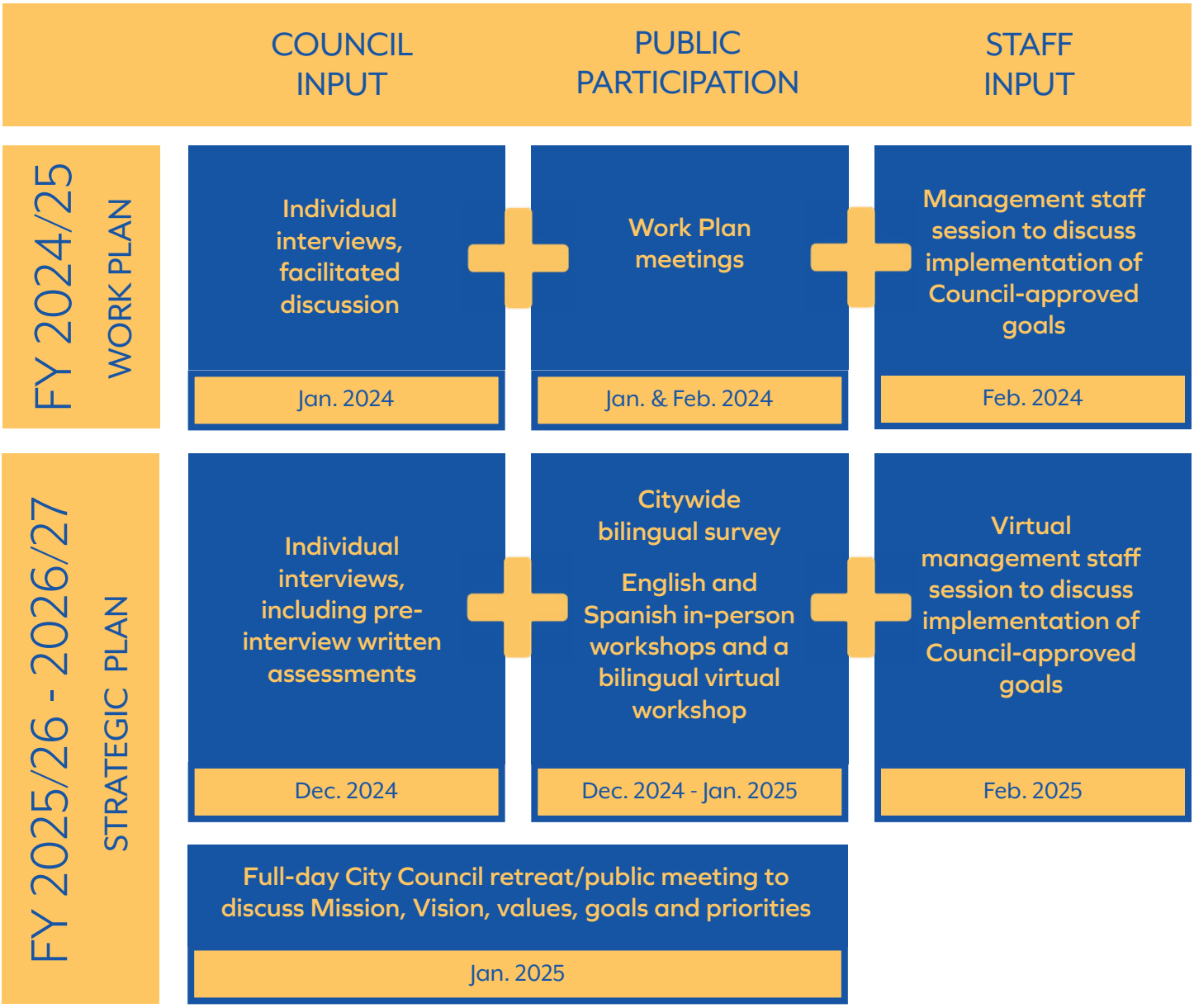


PROCESS

Facilitated by the City's strategic planning consultant, the FY 2024/25 Work Plan focused on establishing broad goals, defining organizational success, and setting a clear direction for City staff. Input from elected officials, City staff, and the public was carefully considered and incorporated.

Building on this foundation, the City is progressing to a two-year strategic plan, including fiscal years 2025/26 and 2026/27 (FY 2025-2027). As part of the development process for the FY 2025-2027 strategic plan, the City is embarking on a comprehensive, community-driven approach with a strong emphasis on gathering diverse perspectives to ensure City goals align with community priorities.

In addition, the FY 2025-2027 strategic planning process will include an update to the City's mission and vision statements, as well as development of value statements. The improved process promotes greater inclusion, incorporates data and analysis, and formalizes reporting.



Help us shape the future

The first step of our FY 2025-2027 strategic planning process includes inviting the public to complete a Community Survey, which will help inform development of the City's goals and priorities. Community members are encouraged to participate by completing a brief, confidential online survey using the QR code at right or by visiting the following links for ENGLISH or SPANISH.

English Survey

Spanish Survey

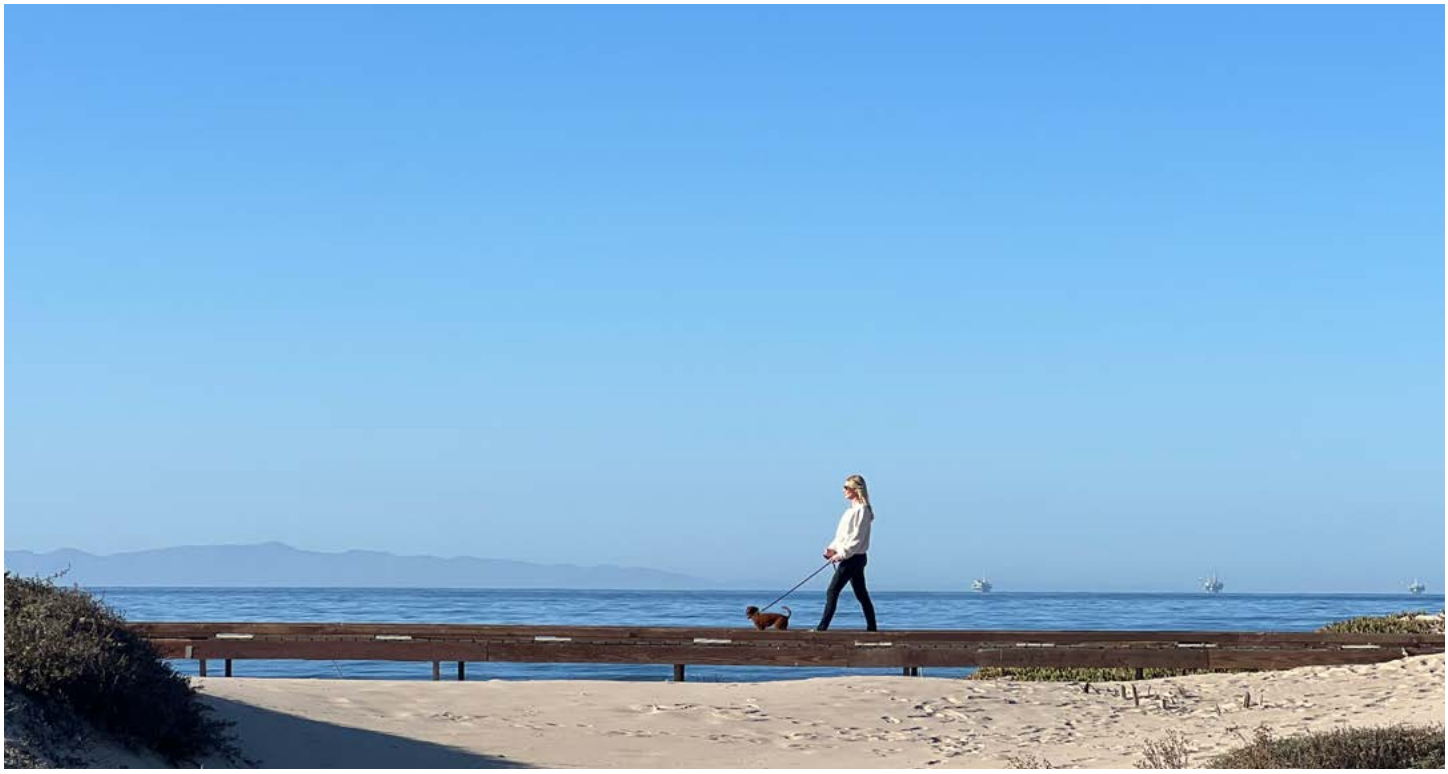
The City will also host three community workshops to gather input. We encourage you attend one of the workshops listed below to learn more about the issues facing the City and to share your personal experiences and feedback on what you feel the City's goals and priorities should be. Dinner and childcare will be provided.

Community workshops

In-Person English
Wednesday, Dec. 4
6:30 - 8 p.m.
Carpinteria Children's Project
5201 Eighth Street

In-Person Spanish
Thursday, Dec. 5
6:30 - 8 p.m.
Carpinteria Children's Project
5201 Eighth Street

Zoom Bilingual
Wednesday, Dec. 11
6:30 - 8 p.m.
ZOOM LINK



PRIMARY GOAL 1

Enhance Public Outreach, Education and Transparency



The Carpinteria City Council is concerned that its current outreach and education efforts are not effectively reaching all segments of the community. The Council is eager to hear from a wider range of voices in the community to ensure that policy decisions reflect the needs of a diverse group of residents. By strengthening public outreach and promoting transparency in the decision-making process, the City Council aims to foster a more informed community, encourage greater civic engagement and build a more collaborative relationship between the City and the residents of Carpinteria.

PRIORITIES

1. Improve relations with non-profits and organizations that are strongly connected to the Latino community.
2. Speak to the community on budget, economics, and tradeoffs.
3. Continue investments in Spanish language resources.
4. Formalize the appointment process to commissions and committees.
5. Assess current communication tools and methodologies.
6. Track and report on engagement efforts.
7. Evaluate investing in an ongoing polling tool.
8. Create capacity to take on outreach and engagement goals.

TRANSLATING GOALS INTO ACTION

To align City staff time and resources with the City Council's Primary Goals for FY 2024-25, each department within the organization has identified strategic goals for the fiscal year. Below are the Strategic Goals that support Primary Goal #1: Enhance Public Outreach, Education and Transparency. These goals are organized by Departmental Programs. Additionally, staff has outlined specific objectives for each strategic goal, along with performance measures to track progress. For more details, including the budget associated with this primary goal, please visit the following LINK or scan the QR code on the right.

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

Department	Program	Strategic Goals
General Government	City Administration	Enhance public participation in Annual Work Plan development process.
		Assist the City Council to review and revise, or develop, City Vision, Mission, Goals, and Values for inclusion in the Annual Work Plan.
		Enhance community awareness and knowledge of the City's budget and related activities.
	Records Management	Streamline the agenda packet process.
		Reduce use of paper records and increase public's access to official City documents.
		Adopt an electronic signature policy for official City documents.
		Establish a formalized process for appointing members to City advisory groups.
	Communication and Community	Provide multilingual closed-captioning on City broadcasted meetings (City Council, Planning Commission, and Architectural Review Board).
		Enhance community engagement.
		Strengthen partnerships with non-profits and organizations connected to the Latino community.
		Develop and implement effective policies and procedures for communication.
		Optimize communication tools and methodologies for improved outreach.
		Improve tracking and reporting of engagement efforts to measure impact.
		Assess the value of investing in an ongoing polling tool to gauge community sentiment.
Administrative Services	Financial Management Services	Engage the community in discussions about the budget, economic factors, and the necessary tradeoffs.
		Demonstrate compliance with best practices for budgeting and financial reporting.

Department	Program	Strategic Goals
Parks, Recreation and Community Services	Parks, Recreation and Community Services Administration	Modernize operations and improve customer experience.
		Enhance customer engagement and satisfaction through modern communication channels.
		Create a vibrant, inclusive community garden that fosters food security, promotes healthy living, and cultivates a strong sense of place for all community members.
	Community Pool Services	Establish and maintain a comprehensive program planning and communication framework.
	Library Services	Enhance community engagement and literacy to reach a wider audience, promote lifelong learning, and foster a sense of community through shared literary experiences.
		Boost library utilization and program participation.









PRIMARY GOAL 2

Accommodate City Growth while Maintaining a Small Beachside Town



The City Council acknowledges the challenge of managing urban growth and meeting state housing mandates while preserving the unique charm and character of Carpinteria as a small beachside town. The Council is committed to developing strategies and policies that promote responsible growth, support economic development, and preserve the community's identity.

PRIORITIES

1. Prioritize affordable housing.
2. Complete the implementation of zoning to implement an adopted Housing Element.
3. Address County development visions impacting the City's sphere of influence.
4. Prioritize environmental sustainability and preservation in the context of the small town and the City's niche tourism activity (Asset-Based Economic Development).
5. Implement an Anti-Displacement Legislation Package to preserve and improve rental housing inventory housing inventory and neighborhood quality of life.
6. Continue progress toward the adoption of a General Plan Update.
7. Continue progress toward the completion of a Downtown Design Overlay.

TRANSLATING GOALS INTO ACTION

To align City staff time and resources with the City Council's Primary Goals for FY 2024- 25, each department within the organization has identified strategic goals for the fiscal year. Below are the Strategic Goals that support Primary Goal #2: Accommodate City Growth while Maintaining a Small Beachside Town. These goals are organized by Departmental Programs. Additionally, staff has outlined specific objectives for each strategic goal, along with performance measures to track progress. For more details, including the budget associated with this primary goal, please visit the following LINK or scan the QR code on the right.

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

Department	Program	Strategic Goals
Community Development	Advance Planning	Pursue Implementation of the adopted Housing Element.
		Continued progress toward adoption of General Plan/Coastal Land Use Plan (GP/CLUP) Update.
		Continued implementation of Anti-displacement Legislative Package.
		Continued progress toward completion of the Downtown Design Overlay.
		Engage in County land use decisions affecting Carpinteria Sphere of Influence.
	Housing	Explore options for the development of affordable housing.



PRIMARY GOAL 3

Take Steps to Address the Fiscal Sustainability of the City



Members of the City Council have expressed a commitment to addressing the fiscal sustainability of the City and ensuring that adequate funds are available to meet state mandates, maintain current service levels, and safeguard against unforseen challenges. The Council aims to explore strategies for revenue enhancement, cost management, and long-term financial planning.

PRIORITIES

1. Pursue steps to address subsidies of special districts like lighting and landscape districts.
2. Address the City's fee schedule to modernize the structure of fees.
3. Revisit the structure of the business license fee.
4. Evaluate new revenue sources to assist with funding local initiatives.

TRANSLATING GOALS INTO ACTION

To align City staff time and resources with the City Council's Primary Goals for FY 2024-25, each department within the organization has identified strategic goals for the fiscal year. Below are the Strategic Goals that support Primary Goal #3: Take Steps to Address the Fiscal Sustainability of the City. These goals are organized by Departmental Programs. Additionally, staff has outlined specific objectives for each strategic goal, along with performance measures to track progress. For more details, including the budget associated with this primary goal, please visit the following LINK or scan the QR code on the right.

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

Department	Program	Strategic Goals
General Government	City Administration	Take steps to address subsidies of City assessment districts to make the districts fiscally stable and sustainable.
		Improve City's cost recovery to reduce program subsidies where appropriate.
		Research options to increase revenues and present to City Council.
	Records Management	Reduce use of paper records and increase public's access to official City documents.
		Adopt an electronic signature policy for official City documents.
Community Development	Administration	Evaluate new revenue sources to assist with funding local initiatives.
	Development Review and Building (also included in Primary Goal #4)	Implement improvements to the Business Licensing Process.
		Implement efficiency improvements for Building Permit review.
Public Works	Capital Improvements	Increase capital project revenues.
Parks, Recreation & Community Services	Parks, Recreation & Community Services Administration	Promote fiscal responsibility and community engagement.
		Ensure transparency and effectiveness in refunds and cancellations.
		Conduct a Comprehensive Fee Study and recommend new fees to City Council.

PRIMARY GOAL 4

Strengthen Community Institution Collaboration



The City Council aims to enhance collaboration among various local community institutions, including Carpinteria Unified School District (CUSD), non-profit organizations, and other agencies throughout the County. The goal is that this strengthened collaboration will result in shared resources and a unified approach to community-focused priorities.

PRIORITIES

1. Revisit Joint Use Agreement with Carpinteria Unified School District.
2. Revisit relationships with non-profit organizations.
3. Prioritize collaboration with other agencies and institutions within the County.
4. Pursue cross-program collaboration and new program implementation.
5. Develop a regional sediment management plan and messaging.
6. Develop a Gun Storage Safety Ordinance.

TRANSLATING GOALS INTO ACTION

To align City staff time and resources with the City Council's Primary Goals for FY 2024- 25, each department within the organization has identified strategic goals for the fiscal year. Below are the Strategic Goals that support Primary Goal #4: Strengthen Community Institution Collaboration. These goals are organized by Departmental Programs. Additionally, staff has outlined specific objectives for each strategic goal, along with performance measures to track progress. For more details, including the budget associated with this primary goal, please visit the following LINK or scan the QR code on the right.

Primary Goal #4: Strengthen Community Institution Collaboration

Department	Program	Strategic Goals
General Government	Communication and Community	Evaluate and update existing volunteer materials.
		Revisit and enhance volunteer trainings
		Improve communication methods with volunteers and prospective volunteers.
		Developing new ways to recognize volunteer contributions.
		Implement improved support initiatives for volunteers.
Community Development	Housing	Increase community awareness of Rental Housing Mediation Program (RHMP) services.
		Explore options for the continuation and expansion of the Safe Parking Program.
		Seek opportunities to expand and support housing needs for unhoused individuals.
	Development Review and Building (also included in Primary Goal #3)	Implement Improvements to the Business Licensing process.
		Implement efficiency improvements for Building Permit review.
	Code Compliance	Multi-family Smoking Ordinance implementation and outreach.
		Conduct Entertainment Licensing monitoring.
		Conduct GoGov Code compliance activity tracking.
Parks, Recreation & Community Services	Parks, Recreation & Community Services Administration	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.
	Ocean Beach Services	Streamline and improve customer service for Boathouse operations.

PRIMARY GOAL 5

Invest in a High-Performance Team at City Hall



The City Council acknowledges the crucial role of the City Staff team. To further support the team at City Hall (and all City staff locations), councilmembers have expressed an interest in investing in professional development, training, and fostering a positive work environment to empower and support City employees. By nurturing a skilled and motivated workforce, Carpinteria aims to retain employees long-term and enhance the efficiency of City operations.

PRIORITIES

1. Successfully transition a new senior leadership team.
2. Invest in staff learning through conferences and other learning tools.
3. Build a high-performance culture that both yields efficient results and increases staff retention.
4. Inject a customer service element into City Staff collaboration with stakeholders.
5. Sustain City Council's strong reputation for making Carpinteria a stable place to work and build community.
6. Add software tools to increase staff capability and productivity.

TRANSLATING GOALS INTO ACTION

To align City staff time and resources with the City Council's Primary Goals for FY 2024-25, each department within the organization has identified strategic goals for the fiscal year. Below are the Strategic Goals that support Primary Goal #5: Invest in a High-Performance Team at City Hal. These goals are organized by Departmental Programs. Additionally, staff has outlined specific objectives for each strategic goal, along with performance measures to track progress. For more details, including the budget associated with this primary goal, please visit the following LINK or scan the QR code on the right.

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

Department	Program	Strategic Goals
General Government	Staff Recruitment, Retention, and Development	Optimize recruitment process.
		Enhance employee benefits program.
		Enhance employee development.
		Empower staff leaders to oversee department personnel matters.
Administrative Services	Central Services	Update outdated City policies and provide staff with training on the new policies.
	Management Information Services	Provide resources to all staff to accommodate remote work.
Community Development	Administration	Invest in staff learning through conferences and other learning tools.
		Integrate software tools to increase staff capability and productivity.
	Development Review & Building	Achieve Certified Accessibility Specialist (CASP) for Chief Building Inspector and Plans Examiner.
		Continue work towards Master Code Professional designation.
	Code Compliance	Develop and adopt Code Compliance Officer safety standards.
Public Works	Public Works Administration	To enhance department wide operational and production efficiency.
	Street, Fleet and Parks and Facilities Maintenance	Increase and diversify maintenance operations capabilities.
Parks, Recreation and Community Services	Parks, Recreation and Community Services Administration	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.

Department	Program	Strategic Goals
Parks, Recreation and Community Services	Parks, Recreation and Community Services Administration	Revise the mission statement for the Parks, Recreation, & Community Services Department.
		Implement meeting & training schedule.
	Community Pool Services	Develop and implement a comprehensive staff development and operations program.
	Ocean Beach Services	Develop and implement a comprehensive staff development and operations program for the City of Carpinteria Beach Lifeguard Program.
	Library Services	Prioritize staff training and development initiatives to ensure a skilled and motivated workforce capable of delivering high-quality services and programs.



EXHIBIT 5

General Government Department

First Quarter Reports for the Fiscal Year 2024/25

Program: Legislative & Policy

Department: General Government
Funding Source(s): General and Tidelands Trust Funds

I. Executive Summary

Over the first quarter of fiscal year 2024/25, the City Council held several meetings creating space for public engagement and coordination with stakeholders on matters of interest to the community. A partial list of public meetings conducted during the quarter include: City Council, Library Board of Trustees, Finance Committee, Harbor Seal Advisory Committee, Ad Hoc Senior Services Planning Committee, and General Plan/Coastal Plan Update Committee meetings. Council members also participated on other government agency committees such as the Santa Barbara Metropolitan Transit District and BEACON, the Beach Erosion Authority for Clean Oceans and Nourishment. Participation on regional committees during the quarter include, but are not limited to, the Santa Barbara County Elected Leaders Forum to Address Homelessness and the South Coast Youth Safety Partnership.

The City Council also participates in, and/or coordinates or helps to coordinate, many informal activities throughout the city and county such as the Santa Barbara County Trails Council hike, community blood drives, HopeNet's annual Candlelight Vigil and Mental Health & Wellness Faire, Santa Barbara South Coast Chamber of Commerce State of the County, the Caprinteria Independence Day Parade, and a community meet and greet.

See below for a non-exhaustive list of formal actions taken by the Council over the first quarter.

II. Key Highlights

- **Major Milestones Achieved:**
  - Resolution No. 6341 approving and adopting the City Procurement Policy.
  - Adoption of Ordinance No. 778, amending Carpinteria Municipal Code (CMC) Chapter 8.52, Smoking Regulations, establishing a ban on smoking in multi-unit residences, as defined, starting July 1, 2025, and updated requirements for signage at tobacco retail locations, as well as revised smoking regulations for hotels to align with current State law.
  - Award of Construction Contract for the prioritized Via Real Stormwater Project.
  - Legislation Position Letter opposing Assembly Bill 2557.
- **Significant Issues or Challenges Encountered:**
  - None.

- **Upcoming Priorities for the Next Quarter**
  - Participation in the California Joint Powers Insurance Authority Risk Management Educational Forum
  - Participation in the League of California Cities Conference
  - Amendment to CMC 8.20 – Sleeping and Camping, to align with the Supreme Court of the United States recent ruling (Grants Pass).
  - Receipts of Law Enforcement Annual Report
  - Public Hearing on Entertainment License

III. 1st Quarter: Status Update

N/A

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 101 - Legislative & Policy				
Expenditure				
51 - Personnel Services	$ 159,900	$ 159,900	$ 39,246	25%
55 - Other Operating Expenses	55,400	55,400	35,446	64%
Expenditure Total:	**$ 215,300**	**$ 215,300**	**$ 74,692**	**35%**

- **Budget Overview**
  - Major Expenditures: None
  - Variance: None
- **Major Financial Changes or Concerns**
  - None

V. Community Engagement and Outreach

- **Engagement Activities (non-exhaustive):**
  - Independence Day Parade
  - AgeWell Dia de los Abuelos Celebration
  - National Night Out
  - Service Club participation
  - Santa Barbara County Trails Council Hike
  - District 1 - Meet & Greet, July 28, 2024
  - Movies in the Park
  - World's Safest Bingo
- **Feedback Received:**
  - N/A
- **Response to Feedback:**
  - N/A

VI. Conclusion

- In February of 2024 the City Council adopted five primary goals for fiscal year 2024/25, which began on July 1. Since that time, City Council has made numerous formal and informal, and group and individual, investments toward advancing

those goals. With City Council direction, City staff has initiated several efforts to enhance public outreach, education, and transparency, including the implementation of this quarterly report. In addition, training has been provided to the City Council, Architectural Review Board (ARB), and Planning Commission regarding state housing mandates. The City Council continues to advocate for local control on land use issues, while adhering to state law, and working to accommodate city growth while maintaining a small beachside town (City Council Primary Goal #2).

- Acknowledgements. The support of the City Attorney's Office (CAO) has been instrumental in the education and navigation of state housing mandates. Internally, the City's Community Development Department (CDD) has provided valuable support to the City Council on a number of sensitive land use issues of high interest to the community. CDD, CAO, and the City Clerk's Office have coordinated on a number of comment letters to the County and various legislative bodies on several issues from cannabis odor to state housing law. Future Leaders of America played a critical role in adoption of a new City ordinance addressing smoking in multi-unit housing. In addition, funds allocated by the City Council through the Community Service Support Grant program have supported vital programming provided by several local non-profits.

Program: Commissions, Boards, and Committees

Department: General Government
Funding Source(s): General and Library Funds

I. Executive Summary

The City Council relies on appointees of its commissions, boards, and committees for technical expertise, development review and approval, and recommendations on a number of important matters. At the City Council's direction, City staff is working to improve program standards, procedures, and processes. In the first quarter, the City Clerk's Office completed a draft City Advisory Group Handbook and Code of Conduct, and developed draft standardized procedures for the appointment and re-appointment process to the City's Advisory Groups.

II. Key Highlights

Major Milestones Achieved:

- Completed City Advisory Group Handbook and Code of Conduct.
- Developed standardized procedures for the appointment and re-appointment process to the City's Advisory Groups.

Significant Issues or Challenges Encountered:

- None

Upcoming Priorities for the Next Quarter

- Meeting of the Ad Hoc Appointment Process Committee to review the City Advisory Group Handbook, Code of Conduct, and Procedures for the appointment and re-appointment process to the City's Advisory Groups.
- Council adopts City Advisory Group Handbook, Code of Conduct, and Appointment Process Procedures to the City's Advisory Groups.
- Promote the new appointment process via the City's website, social media, and the Coastal View News.
- Begin biennial recruitment of all City Advisory Groups in December 2024 with Council to make appointments in January 2025.

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
City Council-established "City Council Boards, Commissions, and Committees Review Committee"
GOALS AND STATUS

1. **Goal:** Engage the City Council Boards, Commissions, and Committees Review Committee to review and revise program standards, procedures, and processes.

Status

- **Current Progress:** ***On Track***

- **Actions Taken This Quarter:**
  - Completed City Advisory Group Handbook and Code of Conduct.
  - Developed standardized procedures for the appointment and re-appointment process to the City's Advisory Groups.

- **Challenges:**
  - None

- **Next Steps:**
  - Meeting of the Ad Hoc Appointment Process Committee to review the City Advisory Group Handbook, Code of Conduct, and Procedures for the appointment and re-appointment process to the City's Advisory Groups.
  - Council adopts City Advisory Group Handbook, Code of Conduct, and Appointment Process Procedures to the City's Advisory Groups.
  - Promote the new appointment process via the City's website, social media, and the Coastal View News.
  - Begin biennial recruitment of all City Advisory Groups in December 2024 with Council to make appointments in January 2025.

VI. Financial Summary (Department-wide)

- **Budget Overview**
  - Major Expenditures**:** None
  - Variance: None

- **Major Financial Changes or Concerns**
  - None

V. Community Engagement and Outreach

- **Engagement Activities**:
  - Engagement activities scheduled for Q2.

- **Feedback Received:**
  - None

- **Response to Feedback:**
  - None

VI. Conclusion

Summary of Overall Progress

- Progress is on schedule.

Acknowledgment of Contributions from Departments, Staff, and Community Members

- None

Program: City Administration

Department: General Government
Funding Source(s): General Fund

I. Executive Summary

During the first quarter, City staff created and issued a Request for Proposal for a consultant firm to: (1) provide extensive community outreach to better inform decisionmakers and development of the next City Work Plan, and (2) to facilitate a City Council retreat (public meeting). In addition, staff created a concise summary of the adopted budget (Budget Brief), highlighting key financial allocations and priorities.

II. Key Highlights

- **Major Milestones Achieved:**
  - Created and issued a Request for Proposal to conduct a community survey, three community workshops, and conduct a City Council retreat (public meeting).
  - Created Budget Brief

- **Significant Issues or Challenges Encountered:**
  - None
- **Upcoming Priorities for the Next Quarter**
  - Make Budget Brief available on City Website.
  - Consultant firm selection.
  - Schedule City Council retreat (public meeting) to review and revise, or develop, City Vision, Mission, Goals, and Values.

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):

City Council Primary Goal #1: Enhance Public Outreach, Education, and Transparency.

GOALS AND STATUS

1. **Goal:** Enhance public participation in Annual Work Plan development process.

Status

- **Current Progress:** ***On Track***
- **Actions Take This Quarter:**
  - Created and issued a Request for Proposal for a consultant firm to conduct a community survey, three community workshops, and conduct a City Council retreat (public meeting) to review and revise, or develop, City Vision, Mission, Goals, and Values.
- **Challenges:** None.
- **Next Steps:**
  - Consultant firm selection.
  - Community survey and workshops

2. **Goal:** Assist the City Council to review and revise, or develop, City Vision, Mission, Goals, and Values for inclusion in the Annual Work Plan.

Status

- **Current Progress:** ***On Track***
- **Actions Take This Quarter:**
  - Created and issued a Request for Proposal for a consultant firm to conduct a community survey, three community workshops, and conduct a City Council retreat (public meeting) to review and revise, or develop, City Vision, Mission, Goals, and Values.
- **Challenges:** None.
- **Next Steps:**
  - Consultant firm selection.
  - Schedule and conduct City Council retreat (public meeting) to review and revise, or develop, City Vision, Mission, Goals, and Values.
  - Implementation activities for this goal are scheduled to occur in Q3.

3. Enhance community awareness and knowledge of the City's budget and related activities.

Status

- **Current Progress:** ***On Track***
- **Actions Take This Quarter:**
  - Created Budget Brief and conducted in-person outreach during the Avocado Festival.
- **Challenges:** None.
- **Next Steps:**
  - Make Budget Brief available on City Website.
  - Schedule and provide presentations to educate community members on the City's budget and related activities. Scheduled for Q3.

VI. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 111 - City Administration				
Expenditure				
51 - Personnel Services	$ 696,430	$ 696,430	$ 118,660	17%
52 - Professional Services	39,000	39,000	-	0%
54 - Utilities	500	500	58	12%
55 - Other Operating Expenses	13,200	13,200	3,581	27%
Expenditure Total:	**$ 749,130**	**$ 749,130**	**$ 122,299**	**16%**

- **Budget Overview**
  - Major Expenditures: None.
  - Variance: None.
- **Major Financial Changes or Concerns**
  - None.

V. Community Engagement and Outreach

- **Engagement Activities**:
  - City booth at Avocado Festival.
- **Feedback Received:**
  - City staff received some positive feedback on the simplified document.
- **Response to Feedback:**
  - None.

VI. Conclusion

- Overall, program goals and objectives are on track; however, the majority of activities are scheduled to occur in Q2 and Q3. Feedback regarding the upcoming community survey and workshops has been overwhelmingly positive and the City Council remains committed to its goal to enhance public outreach, education, and transparency (Primary Goal #1).

- Assistant City Manager, Ryan Kintz, former Program Manager, Olivia Uribe-Mutal, and the City's communications consultant, Two Trumpets, have been instrumental in advancing program goals and objectives.

Program: Records Management

Department: General Government
Funding Source(s): General Fund

I. Executive Summary

This quarter, staff successfully transitioned to an entirely digital format for staff reports, eliminating the need to print original documents for signatures. The City Advisory Group Handbook and Code of Conduct were completed, alongside the development of standardized procedures for appointing and reappointing members to the City's Advisory Groups. While the goal of establishing a formalized appointment process remains on track, other objectives within the Records Management Program have been delayed due to competing priorities.

II. Key Highlights

Major Milestones Achieved:

- Transitioned to a fully digital staff report system, eliminating printed originals for signatures.
- Completed City Advisory Group Handbook and Code of Conduct.
- Developed standardized procedures for the appointment and re-appointment process to the City's Advisory Groups.

Significant Issues or Challenges Encountered:

Staff time allocated to other priorities hindered progress on some objectives.

Upcoming Priorities for the Next Quarter

- Procure agenda management software.
- Develop electronic routing and review processes for staff reports.
- Purchase an Electronic Records Management System for efficient retention and retrieval of official City documents.
- Adopt an electronic signature policy for official City documents.
- Convene the Ad Hoc Appointment Process Committee to review the City Advisory Group Handbook, Code of Conduct, and appointment procedures.
- Seek City Council adoption of the City Advisory Group Handbook, Code of Conduct, and appointment procedures.
- Promote the new appointment process through the City's website, social media, and the Coastal View News.
- Initiate biennial recruitment for all City Advisory Groups in December 2024, with Council appointments scheduled for January 2025.

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):

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

GOALS AND STATUS

1. **Goal:** Streamline agenda packet process.

Status

- **Current Progress:** ***Not Started***
- **Actions Taken This Quarter:**
  - None
- **Challenges:**
  - Staff time spent on other priorities.
- **Next Steps:**
  - Procure agenda management software.
  - Develop electronic routing and review of staff reports.

2. **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

- **Current Progress:** ***Delayed***
- **Actions Taken This Quarter:**
  - Staff reports are entirely digital and original staff reports are no longer printed out to obtain signatures.
- **Challenges:**
  - Staff time spent on other priorities.
- **Next Steps:**
  - Purchase an Electronic Records Management System for the efficient retention and retrieval of official City documents.
  - Adopt an electronic signature policy for official City documents.

3. **Goal:** Establish a formalized process for appointing members to City Advisory Groups.

Status

- **Current Progress:** ***On Track***
- **Actions Taken This Quarter:**
  - Completed City Advisory Group Handbook and Code of Conduct.
  - Developed standardized procedures for the appointment and re-appointment process to the City's Advisory Groups.

Challenges:

- None

Next Steps:

- Meeting of the Ad Hoc Appointment Process Committee to review the City Advisory Group Handbook, Code of Conduct, and Procedures for the appointment and re-appointment process to the City's Advisory Groups.
- Council adopts City Advisory Group Handbook, Code of Conduct, and Appointment Process Procedures to the City's Advisory Groups.
- Promote the new appointment process via the City's website, social media, and the Coastal View News.
- Begin biennial recruitment of all City Advisory Groups in December 2024 with Council to make appointments in January 2025.

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 131 - Records Management				
Revenue				
45 - Charges for Services	$ -	$ -	$ 152	0%
Revenue Total:	**$ -**	**$ -**	**$ 152**	**0%**
Expenditure				
51 - Personnel Services	$ 64,550	$ 64,550	$ 12,221	19%
52 - Professional Services	6,000	6,000	3,070	51%
55 - Other Operating Expenses	20,350	20,350	1,957	10%
Expenditure Total:	**$ 90,900**	**$ 90,900**	**$ 17,248**	**19%**

Budget Overview

- Major Expenditures:
  - None
- Variance:
  - None

Major Financial Changes or Concerns

- None

V. Community Engagement and Outreach

Engagement Activities:

- None

Feedback Received:

- None

Response to Feedback:

- None

VI. Conclusion

Summary of Overall Progress

- The goal of streamlining the agenda process has not yet begun. The objective of reducing paper records usage has faced delays due to other priorities. However, the initiative to establish a formalized process for appointing members to the City's Advisory Groups is progressing as planned.

Acknowledgment of Contributions from Departments, Staff, and Community Members

- None

Program: Elections

Department: General Government
Funding Source(s): General Fund

I. Executive Summary

The majority of election tasks for the upcoming November 5, 2024, General Municipal Election have been successfully completed. Key achievements include the adoption of resolutions by the City Council to consolidate the election and place a Transient Occupancy Tax (TOT) Measure on the ballot. Staff has assisted candidates with their nomination paperwork and processed necessary documents for the TOT Measure. The remaining tasks include the certification of election results and the reorganization of the City Council in December.

II. Key Highlights (Bulleted)

Major Milestones Achieved:

- Adoption of resolutions for consolidating the election of City Council candidates and placing the TOT Measure on the November 5 ballot.
- Submission of the consolidation services request to the County Elections Division.
- Assistance provided to Council candidates in filing their nomination paperwork.
- Processing of documents related to the TOT Measure.

Significant Issues or Challenges Encountered:

- None

Upcoming Priorities for the Next Quarter

- Certification of Election Results and City Council Reorganization.

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / 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.
GOALS AND STATUS
1. **Goal:** Ensure legal and efficient elections process is conducted. Request Consolidation Services from the County of Santa Barbara Elections Division. ***Status*** **Current Progress:** ***Completed***

- **Actions Taken This Quarter:**
  - In May 2024, the Council adopted requisite resolutions calling and consolidating the November 5, 2024 General Municipal Election with the Statewide General Election for the election of Council candidates and placement of ballot measure regarding an increase in the Transient Occupancy Tax (TOT).
  - City submitted consolidation services request to County Elections Division in May 2024.
  - Prepared and posted/published all required notices per State Elections Code.

- **Challenges:**
  - None

- **Next Steps:**
  - Proceed to assist Council candidates.

2. **Goal:** Assist Council Candidates in Filing Nomination Papers.

Status

- **Current Progress:** ***Completed***

- **Actions Taken This Quarter:**
  - Prepared Candidate Handbook, nomination packets, and Election Fact Sheet.
  - Guided Council candidates through nomination process.
  - Processed nomination papers, ballot designations, and candidate statements.
  - Processed campaign finance statements.
  - Reviewed ballot proofs.

- **Challenges:**
  - None

- **Next Steps:**
  - Process documents for the TOT Measure.

3. **Goal:** Process Documents for Transient Occupancy Tax (TOT) Measure on the Ballot.

Status

- **Current Progress:** ***Completed***

- **Actions Taken This Quarter:**
  - Drafted Argument In Favor of TOT Measure.
  - City Attorney prepared Impartial Analysis.
  - Received only Argument In Favor, no Argument Against nor Rebuttals received.
  - Reviewed ballot proofs.

Challenges:
- None

Next Steps:
- Prepare for certification of the election results.

4. **Goal:** Certification of Election and City Council Reorganization.

Status

Current Progress: ***On Track***

Actions Taken This Quarter:
- None

Challenges:
- None

Next Steps:
- Received certified results from County Elections Division.
- Council adopts resolution declaring the results of the November 5, 2024 General Municipal Election.
- City Clerk swears in newly elected or reelected Councilmembers.
- City Council selects Mayor and Vice Mayor for the next two years.

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 132 - Elections				
Expenditure				
51 - Personnel Services	$ 43,100	$ 43,100	$ 8,925	21%
52 - Professional Services	37,000	37,000	1,330	4%
55 - Other Operating Expenses	1,800	1,800	1,612	90%
Expenditure Total:	**$ 81,900**	**$ 81,900**	**$ 11,867**	**14%**

Budget Overview
- Major Expenditures:
  - Incidental staff time
  - Minimal elections consultant cost
  - Cost to publish required election notices
- Variance:
  - Costs are within current budget

Major Financial Changes or Concerns
- None

V. Community Engagement and Outreach

Engagement Activities:

- None

Feedback Received:

- None

Response to Feedback:

- None

VI. Conclusion

Summary of Overall Progress

- All required procedures for the General Municipal Election have been met and registered voters in City Council District Nos. 2 and 4 will vote for their respective Councilmember representatives for a four-year term and residents in City Council District No. 3 will vote for their Councilmember representative for the remainder of Councilmember Roy Lee's two-year term. All registered voters will vote on Measure B, the measure to increase the Transient Occupancy Tax (TOT).

Acknowledgment of Contributions from Departments, Staff, and Community Members

- None

Program: Staff Recruitment, Retention, and Development

Department: General Government
Funding Source(s): General Fund

I. Executive Summary

During the first quarter, the General Government Department implemented substantial updates to the Conditions of Employment for Miscellaneous and Management employees, focusing on optimizing recruitment, enhancing benefits, and improving employee development programs. Significant strides were made in utilizing the applicant tracking system to streamline recruitment, attract candidates aligned with City needs, and introduce new employee benefits, including updates to the fitness reimbursement program. Additionally, the department collaborated closely with Administrative Services to manage accruals and payroll adjustments, laying the groundwork for future benefit enhancements and training opportunities. Looking ahead, efforts will continue toward improving the employee experience with upcoming initiatives, including the development of a remote work and pet policies, employee surveys, and training programs to strengthen skills across the organization.

II. Key Highlights

- **Major Milestones Achieved:**
  - Updated Conditions of Employment, standardizing Personal Time Off accruals and adding Management Leave and Floating Holiday hours.
  - Expanded fitness reimbursement program to include various wellness memberships.
  - Held the first quarterly All-Employee Staff Meeting to boost engagement and recognition.
  - Collaborated with Administrative Services/Payroll to implement new accrual policies.
  - Identified key training areas for onboarding new hires.
  - Filled vacant positions in a timely manner.
  - Started open enrollment (to be completed in Q2).

- **Significant Issues or Challenges Encountered:**
  Limited staffing and resources impacted the speed of policy development and implementation.

- **Upcoming Priorities for the Next Quarter**
  - Evaluate the Conditions of Employment for potential benefit enhancements.
  - Conduct employee surveys to gather feedback on current programs and initiatives.

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):

City Council Primary Goal #5: Invest in High-Performance Team at City Hall.

GOALS AND STATUS

1. **Goal:** Optimize recruitment process.

Status

- **Current Progress:** ***On Track***

- **Actions Taken This Quarter:**
  - Enhanced job postings with dynamic introductions to entice potential candidates.
  - Promptly posted all positions on the City's website and social media platforms.
  - Notified all staff of new recruitments and encouraged them to share job postings within their network.
  - Utilized our applicant tracking system to streamline and automate the screening process.
  - Enhanced supplemental questions to ensure candidates advancing through the process possess the skillsets that best meet the needs of the City.
  - Introduced training for staff involved in recruitments on how to use the new applicant tracking system effectively.

- **Challenges:**
  - Difficulty attracting candidates for specialized or senior-level position.
  - Losing candidates to neighboring cities with higher compensation packages.
  - Collaborating efficiently with hiring managers.

- **Next Steps:**
  - Target specialized recruitment channels (e.g., niche job boards, professional associations) to better reach candidates for senior-level and specialized positions.
  - Collaborate with hiring managers to streamline the selection process by setting clear timelines, improving communication, and ensuring timely feedback on candidate evaluations.
  - Develop internal procedures and checklists for part-time and full-time recruitments
  - Complete Employee Handbook (Q3).

2. **Goal:** Enhance employee benefits program.

Status

- **Current Progress:** *On Track*

- **Actions Taken This Quarter:**
  - Implemented the Conditions of Employment (COE)
    - All units have the same Personal Time Off accruals
    - Created separate management leave accrual
    - Added floating holiday hours
    - Expanded the Fitness Reimbursement program to allow fitness subscriptions, gym membership, and weight management programs.
  - Provided retirement workshop session aimed at employees who are new or mid-way through their career and employees within 10 years of retirement

- **Challenges:**
  - Limited budget for expanding benefit offerings, making it difficult to compete with surrounding agencies that offer more extensive benefits packages.
  - Complexity in administering benefit changes due to coordination between employee units, multiple benefit providers, and the City's payroll system.
  - Difficulty keeping benefits competitive with rising healthcare costs and evolving employee expectations around benefits.

- **Next Steps:**
  - Conduct quarterly HR wellness campaigns, provide wellness trainings; increase employee engagement by hosting informational sessions and workshops (e.g., retirement planning, health and wellness) to boost awareness and participation in existing benefits programs.
  - Explore new benefits trends, such as mental health support, flexible work arrangements, or student tuition reimbursement enhancement, to stay competitive and meet evolving employee needs.
  - Enhance the Human Resources module in the City's finance system (Tyler) to allow better coordination and processing of benefits.

3. **Goal:** Enhance employee development.

Status

- **Current Progress:** *On Track*

- **Actions Taken This Quarter:**
  - Conducted CPR/AED/First-Aid Safety and Fire Extinguisher Training for applicable staff on 09/24/2024 and 9/25/2024.
  - Delivered First Amendment Audit Training to staff at the All-Hands Quarterly Meeting.
  - Organized Supervisory Training provided by LCW in September for Management staff.
  - Compiled a list of required trainings for all staff, with additional targeted trainings for new hires.

- Encouraged departments to allow their staff to be more involved in professional development organizations such as Municipal Management Association of Southern California, and American Planning Association, and American Public Works Association
- Participated in various employee development academies including: Management Academy, Risk Management Forum (Q2), and Regional Public Leadership.

Challenges:

- Limited resources and time for training due to the small size of the staff and competing priorities
- Loss of institutional knowledge when employees resign.

Next Steps:

- Provide opportunities for newer staff to take on leadership roles in projects or committees to develop their skills and knowledge.
- Create a structured professional development plan for all employees, ensuring equal opportunities for growth across departments.
- Explore online learning platforms and webinars to provide flexible training options that accommodate the small staff size.
- Encourage cross-training to ensure knowledge and skills are distributed across teams, reducing dependency on any single staff member.

4. **Goal:** Empower staff leaders to oversee department personnel matters.

Status

Current Progress: ***Delayed***

Actions Taken This Quarter:

- Management staff completed Difficult Conversation training
- Scheduled to be completed in Q2.

Challenges:

- Limited staff
- Difficult to identify specific or the right type of training for our organization.

Next Steps:

- Foster a culture of collaboration by encouraging open communication and feedback from all staff, ensuring everyone feels valued and supported in their roles.
- Establish regular check-ins between HR and staff leaders to provide ongoing support, address concerns, and share best practices.

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 141 - Staff Recruitment, Retention, & Development				
Expenditure				
51 - Personnel Services	$ 288,350	$ 288,350	$ 70,505	24%
52 - Professional Services	23,000	23,000	1,200	5%
55 - Other Operating Expenses	28,200	28,200	7,461	26%
Expenditure Total:	**$ 339,550**	**$ 339,550**	**$ 79,166**	**23%**

Budget Overview

- Major Expenditures: None
- Variance: None

Major Financial Changes or Concerns

- None

V. Community Engagement and Outreach

Engagement Activities:

- City website and social media to promote employment opportunities.

Feedback Received:

- None

Response to Feedback:

- None

VI. Conclusion

Summary of Overall Progress

- In the first quarter of the fiscal year, the department has made substantial progress in enhancing employee benefits, optimizing recruitment processes, and encouraging employee development. We successfully implemented changes to the Conditions of Employment, improved our applicant tracking system, and introduced new professional development opportunities for staff. Although challenges persist, such as limited resources and the need to keep benefits competitive, our proactive approach in collaborating with departments and investing in employee training has kept our work plan on track.
- Looking ahead, we are committed to building on this momentum by exploring additional employee development opportunities, increasing engagement in benefits programs, and ensuring recruitment processes are refined to attract top talent. We will continue to focus on maintaining a high-performance team at City Hall by providing the necessary resources and support to foster a thriving and innovative workforce.

- **Acknowledgment of Contributions from Departments, Staff, and Community Members**
  - Human Resources Staff: Javier Gutierrez, Human Resources Assistant, Ryan Benson, Management Analyst I, and Teresa Ilasin, Management Analyst II.
  - Appreciation to City Manager Michael Ramirez and Assistant City Manager Ryan Kintz for their dedicated leadership and valuable guidance.
  - The Human Resources staff would like to thank the Administrative Services staff for working more closely together to ensure that employee pay transactions are processed efficiently and promptly, and for their collaboration in developing and implementing policies and procedures that reflect best practices.

Program: Risk Management

Department: General Government
Funding Source(s): General Fund

I. Executive Summary

This quarter focused on enhancing the City's risk management framework through coordinated safety initiatives, regulatory compliance efforts, and strengthened risk assessment processes. Major accomplishments included CPR and fire safety training, compliance updates for City contracts, and proactive planning with CJPIA to initiate the Loss Control Action Plan Program. Significant challenges involved limited staffing and the evolving regulatory landscape, which impacted response times to routine inspections and report processing. Upcoming priorities include a City-wide risk evaluation scheduled with CJPIA and bolstering departmental training on risk management best practices.

II. Key Highlights

Major Milestones Achieved:

- Coordinated with CJPIA to implement the Loss Control Action Plan Program and schedule the City's Risk Management Evaluation for November 2024.
- Conducted CPR/AED/First-Aid Safety and Fire Extinguisher Training for applicable staff on 09/24/2024 and 9/25/2024.
- Delivered First Amendment Audit Training to staff at the All-Hands Quarterly Meeting.
- Ensured contract compliance with insurance requirements, securing necessary certificates of insurance for new City agreements and commenced audit to ensure all existing contracts have updated certificates of insurance.

Significant Issues or Challenges Encountered:

- Limited Staff Resources for Compliance: Small staff and time constraints impacted routine tasks like facility inspections, claims reporting, and participation in regulatory training.
- Compliance with New Regulations: The continuous updates to Cal/OSHA and ADA regulations require dedicated time for interpretation and implementation, impacting scheduled work plan tasks.
- Reactive vs. Proactive Risk Management: Addressing immediate issues, such as claims and safety incidents, has limited the focus on long-term goals, including policy updates and preventive safety initiatives.

Upcoming Priorities for the Next Quarter

- Completing a comprehensive risk evaluation with CJPIA.
- Enhancing safety training initiatives for staff and developing department-specific risk mitigation strategies.
- Conducting an analysis to identify departmental risk factors and implementing preventive measures.

- Update Injury Illness and Prevention Plan (IIPP)

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
City Council Resolution 5435, Adopting Injury and Illness Prevention Program (IIPP), California Tort Claims Act, Cal/OSHA standards, and the Americans with Disabilities Act.

GOALS AND STATUS

1. **Goal:** Ensure comprehensive risk management practices to minimize the City's liability exposure.

Status

- **Current Progress:** ***On Track***

- **Actions Taken This Quarter:**
  - Conducted scheduled inspections of city facilities, parks, streets, sidewalks, and equipment to identify and address potential hazards.
  - Coordinated with staff and California Joint Powers Insurance Agency (CJPIA) to implement the Loss Control Action Plan Program and schedule the City's Risk Management Evaluation for November 2024.
  - Ensured all new and existing contracts entered into with the City complied with City's insurance requirements and obtained all required certificates of insurance.
  - Researched ways to conduct a comprehensive risk management analysis for each department.
  - Reviewed IIPP updates from other agencies as part of a comprehensive policy update.
  - Assessed risks linked to specific city equipment and established targeted restrictions and safety protocols to prevent future incidents.

- **Challenges:**
  - Limited staffing and time constraints have affected the ability to consistently manage and report on all identified risks.

- **Next Steps:**
  - Train staff for risk management purposes.
  - Continue to research risk management best practices used by government agencies and companies in general.
  - Consult with CJPIA to create a comprehensive risk analysis that touches on all aspects of the City's assets and interaction with the public.

2. **Goal:** Improve workplace safety and reduce the incidence of Workers' Compensation claims.

Status

- **Current Progress:** ***On Track***

- **Actions Taken This Quarter:**
  - Monitored active Workers' Compensation claims to ensure progress toward resolution and supported return-to-work plans for employees on leave.
  - Public Works Department initiated morning walks for maintenance crew to stretch before the day's labor to prevent accidents.
  - Public Works and Parks, Recreation and Community Services continued to conduct morning safety check meetings.

- **Challenges:**
  - Reduced staffing levels due to workers' compensation claims and staff leave have impacted critical Public Works teams, underscoring the importance of prioritizing workplace safety to prevent future claims.

- **Next Steps:**
  - Conduct an organization-wide assessment of Workers' Compensation cases, identify root causes, and develop targeted strategies to reduce claims.

3. **Goal:** Ensure the safety, regulatory compliance, and maintenance of City facilities and public spaces.

Status

- **Current Progress:** ***On Track*** | **Delayed**

- **Actions Taken This Quarter:**
  - The Public Works Department completed a series of essential maintenance activities, including sidewalk repairs, cleaning public restrooms, emptying trash cans, clearing bike paths, and acquiring a new street sweeper to enhance road maintenance efforts.
  - Additionally, the Public Works Department replaced night lights near city streets to improve public safety.
  - In the Parks, Recreation & Community Services Department, insurance requirements for Veterans Memorial Building rentals were reinstated to further manage liability and ensure safety standards.

- **Challenges:**
  - Risks have been identified for City facilities, streets and sidewalks. Temporary protections have been put into place to ensure reduced risk; however, additional budget allocations are needed to implement permanent fixes these identified risks.
  - Limited staff capacity to implement coordinated efforts to analyze loss control and ensure ADA compliance due to staff bandwidth and workers' compensation cases.

- **Next Steps:**
  - Complete return to work procedures for workers' compensation cases.
  - Recruit for more part time maintenance help to ensure staff capacity is augmented.
  - Conduct an analysis of risk for City facilities and public spaces.

4. **Goal:** Maintain comprehensive insurance coverage and monitor risk management resources.

Status

- **Current Progress:** ***Completed*** | ***On Track***

- **Actions Taken This Quarter:**
  - Completed insurance renewal application forms as required.
  - Submitted information for insurance coverage on new equipment, vehicles and property.
  - Monitored budget for Risk Management Division to ensure sufficient funds available for comprehensive insurance coverage.

- **Challenges:**
  - None.

- **Next Steps:**
  - Continue to monitor budget and submit for insurance coverage for new equipment.

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 142 - Risk Management				
Expenditure				
51 - Personnel Services	$ 85,600	$ 85,600	$ 18,455	22%
52 - Professional Services	9,500	9,500	-	0%
55 - Other Operating Expenses	515,900	515,900	131,791	26%
Expenditure Total:	**$ 611,000**	**$ 611,000**	**$ 150,245**	**25%**

- **Budget Overview**
  - Major Expenditures
    - Major expenditures have been completed for CJPIA insurance (Prepaid: Risk Property Insurance Policy: $118,973.00) and Workers Compensation Liability Policy: $391,597.00).
  - Variance:
    - To be assessed next quarter following analysis of training and additional staffing needs.

- **Major Financial Changes or Concerns**

- There is a need to create a contingency budget for items identified during the fiscal year that require immediate resolution. For example, if a sidewalk is identified to be a risk, budget should be available to fix immediately.

V. Community Engagement and Outreach

- **Engagement Activities:**
  - **Major Expenditures:**
    - None.
  - **Feedback Received:**
    - None.
  - **Response to Feedback:**
    - None.

VI. Conclusion

- **Summary of Overall Progress**
  - Risk management analysis for each department is slated for the next quarter, focusing on identifying risk exposures and implementing department-specific strategies to enhance safety and mitigate liabilities. The outcome will guide future training and process adjustments to ensure the City's long-term risk reduction
- **Acknowledgment of Contributions from Departments, Staff, and Community Members**
  - The Public Works Department field staff. For their continued commitment to safety and compliance aimed at reducing the City's overall risk.

Program: Emergency Preparedness

Department: General Government
Funding Source(s): General and Revolving Funds

I. Executive Summary

During the first quarter, City staff facilitated several staff and community trainings related to emergency preparedness. Emergency Operations Center training for City staff was provided by the County of Santa Barbara and CPR and AED training was provided to City staff by the Carpinteria-Summerland Fire District. These program activities demonstrate the importance of City Council Primary Goal #4 to Strengthen Community Institution Collaboration. Emergency preparedness information was provided to the community through a partnership with LISTOS Central Region. Additional staff trainings were provided via online courses through FEMA's National Incident Management System (NIMS). Lastly, City staff initiated a monthly Resilience Hub Team meeting as part of the program's goals to 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.

II. Key Highlights

- **Major Milestones Achieved:**
  - Ongoing Emergency Operation Center Staff Training in partnership with the County of Santa Barbara.
  - CPR and AED Training for City FT Staff in partnership with the Carpinteria - Summerland Fire District.
  - Emergency Preparedness information for the Spanish Community in partnership with LISTOS Central Region.
  - Initiated the Resilience Hub Team (Occurs the third Tuesday of every month)
  - County Office of Emergency Management meeting participation – First Wednesday of each month
  - Coordinated staff training for IS 100 & 700.
  - Coordinated staff training for EOC Intro & EOC Primary.

- **Significant Issues or Challenges Encountered:**
  - None
- **Upcoming Priorities for the Next Quarter**
  - Partnering with Girls Inc. of Carpinteria for a Community Resilience Hub Forum with the goal of raising awareness and conducting outreach to let the community know what resources are available before, during, and after the event of an emergency.

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):

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.

GOALS AND STATUS

1. **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

- **Current Progress:** ***On Track***
- **Actions Taken This Quarter:**
  - Resilience Hub Team: Occurs the third Tuesday of every month
  - County Office of Emergency Management meeting participation – First Wednesday of each month
- **Challenges:** None
- **Next Steps:**
  - Continue monthly meetings

2. **Goal:** Ensure residents are offered the tools and training to endure, and respond to emergency events.

Status

- **Current Progress:** ***On Track***
- **Actions Taken This Quarter:**
  - Coordinated meetings with partnering agencies
- **Challenges:** None
- **Next Steps:**
  - Kinderkirk – Annual presentation (Oct 8, 2024)
  - San Roque Mobile Home Park – Annual presentation, and resident engagement fair
  - Carp Children's Project Health Fair 3-6 on (October 11, 2024) – Support LISTOS.
  - Basic LISTOS, October 23 & 24, in **Spanish**
  - Basic LISTOS, November 20 & 21 in **English**
  - CERT Refresher training – Collaboration with Carpinteria-Summerland Fire District, November 7

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):

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.

GOALS AND STATUS

1. **Goal:** Evaluate existing emergency plans and prioritize need and update.

Status

- **Current Progress:** ***On Track***
- **Actions Taken This Quarter:**
  - Coordinated staff training for Emergency Operations Center (EOC) Intro & EOC Primary
- **Challenges:**
  - Finding the time for staff to partake on these trainings while some departments are short staffed.
- **Next Steps:**
  - Track attendance and completion of module
  - Send reminder and assign new dates for training for new employees

2. **Goal:** Work with emergency shelter owners to develop working relationships prior to disaster requests.

Status

- **Current Progress:** ***On Track***
- **Actions Taken This Quarter:**
  - Coordinated meetings with the Carpinteria -Summerland Fire District
- **Challenges:** We are establishing a new emergency digital platform called Genasys. Working on logistics and coordination for the implementation of the new software with our partnering agencies.
  -
- **Next Steps:**
  - Weekly meetings with Genasys consultants and Summerland Fire District to ensure a smooth and comprehensive implementation.

3. **Goal:** Start internal Safety Committee Meetings.

Status

- **Current Progress:** ***Not Started***
- **Actions Taken This Quarter:**
  - N/A
- **Challenges:**
  - N/A

- **Next Steps:**
  - N/A

4. **Goal:** Start external Safety Council Meetings.

Status

- **Current Progress:** ***Not Started***
- **Actions Taken This Quarter:**
  - N/A
- **Challenges:**
  - N/A
- **Next Steps:**
  - N/A

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):

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.

GOALS AND STATUS

1. **Goal:** All staff and elected officials to complete ICS 100, and 700 online by Dec 31,2024.

Status

- **Current Progress:** ***On Track***
- **Actions Taken This Quarter:**
  - Coordinated staff training for ICS100 & 700
- **Challenges:**
  - None
- **Next Steps:**
  - We will send the training materials after the City Council Reorganization on December 9, 2024, to ensure that the newly appointed Councilmembers are included in this training efforts.

2. **Goal:** All staff to complete their assigned EOC section training by May 31, 2025.

Status

- **Current Progress:** ***On Track***
- **Actions Taken This Quarter:**
  - Tracked attendance and completion of module
- **Challenges:**
  - None
- **Next Steps:**
  - Send reminder and assign new dates for training for new employees

3. **Goal:** All staff and elected officials to participate in one City-wide exercise in June 2025.

Status

- **Current Progress:** ***Not Started***
- **Actions Taken This Quarter:**
  - N/A
- **Challenges:**
  - N/A
- **Next Steps:**

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 151 - Emergency Preparedness				
Revenue				
43 - Intergovernmental	$ 10,000	$ 10,000	$ -	0%
Revenue Total:	**$ 10,000**	**$ 10,000**	**$ -**	**0%**
Expenditure				
51 - Personnel Services	$ 94,420	$ 94,420	$ 19,531	21%
53 - Contract Services	20,000	20,000	-	0%
54 - Utilities	900	900	210	23%
55 - Other Operating Expenses	8,450	8,450	387	5%
Expenditure Total:	**$ 123,770**	**$ 123,770**	**$ 20,128**	**16%**

- **Budget Overview**
  - Major Expenditures: None
  - Variance: None
- **Major Financial Changes or Concerns**
  - None

V. Community Engagement and Outreach

- **Engagement Activities**:
  - Trainings and events
- **Feedback Received:**
  - The Community is attending and engaging in the emergency preparedness trainings and events. We are offering a program evaluation at the end of each session, and so far, the feedback has been very positive.
- **Response to Feedback:**
  - We respond to the feedback onsite at the in-person events

VI. Conclusion

- The City has increased the number of collaborations with partnering agencies and is reaching both the English and the Spanish community.

- We want to acknowledge all of our local partners, and CERT volunteers, without their unwavering support we would not be able to prepare the community in emergency resilience. We are thankful for the inter-departmental collaborations that provide support for these community events such as Public Works and the Library.

Program: Communication and Community

Department: General Government
Funding Source(s): General, PBIA, and PEG Fee Funds

I. Executive Summary

During the first quarter, the Communication and Community program conducted a number of activities toward its several fiscal year goals. Seven press releases were issued to inform the media and public on matters of community interest. The City's HOST program increased its volunteer base by 10, and City staff provided assistance to the Downtown Business Advisory Board on creation of a map to be distributed by HOST volunteers, showcasing key City attractions and participating merchants.

II. Key Highlights

Major Milestones Achieved:

- Communication Channels
  - Media Outreach - Seven press releases have been sent by the City and reported on in local media news outlets, covering topics such as grant awards, park openings, new programming, policy updates, and staff announcements. This has increased visibility of City initiatives through traditional media channels.
  - Enhanced Outreach Contract - A new communications and outreach contract was updated with specific goals to enhance the quality and quantity of outreach materials and campaigns. A key focus is to broaden engagement with the Latino community and other underrepresented groups that have historically had lower participation rates at traditional City meetings and events.
  - Improved Tracking and Transparency - A process for improved invoicing has been established to better track program and departmental needs for media coverage across digital, social, and traditional platforms. This will enable more strategic deployment of outreach resources as well as improve transparency into outreach spending.
- Volunteer Services
  - The City's HOST program has increased its volunteer base by 10, which is important given the post pandemic decline in volunteerism.
  - The increasing number of City programs and staff have generated new volunteer opportunities allowing for new structural opportunities to the program.
- Parking and Business Improvement Area Assessment (PBIA) District No. 4
  - Collaborating with the General Government, the DTBAB committee has created a map. This map will be distributed by the volunteer HOST committee at the visitor kiosk during summer months and at various City businesses. It showcases key City attractions and dues-

paying merchants. Additionally, a digital version is available on the website, which is regularly updated with the latest information.

- **Significant Issues or Challenges Encountered:**
  - None
- **Upcoming Priorities for the Next Quarter**
  - To be determined

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
City Council's Primary Goal #1 to 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.
GOALS AND STATUS

1. **Goal:** Provide multilingual closed-captioning on City broadcasted meetings (City Council, Planning Commission, and Architectural Review Board).

Status

- **Current Progress:** ***Delayed***
- **Actions Taken This Quarter:**
  - Coordinated meetings with Cox staff and TVSB staff.
- **Challenges:**
  - Finding time by all parties involved to come together.
- **Next Steps:**
  - Start discussions and implementation phase.

2. **Goal:** Improve workplace safety and reduce the incidence of Workers' Compensation claims.

Status

- **Current Progress:** ***Not Started***
- **Actions Taken This Quarter:**
  - N/A
- **Challenges:**
  - N/A
- **Next Steps:**
  - N/A

3. **Goal:** Ensure the safety, regulatory compliance, and maintenance of City facilities and public spaces.

Status

- **Current Progress:** ***Not Started***
  - **Actions Taken This Quarter:**
  - N/A
  - **Challenges:**
  - N/A
- **Next Steps:**
  - N/A

4. **Goal:** Maintain comprehensive insurance coverage and monitor risk management resources.

Status

- **Current Progress:** ***Not Started***
- **Actions Taken This Quarter:**
  - N/A
- **Challenges:**
  - N/A
- **Next Steps:**
  - N/A

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):

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

GOALS AND STATUS

1. **Goal:** Enhance community engagement.

Status

- **Current Progress:** ***Not Started***
- **Actions Taken This Quarter:** None
- **Challenges:** None
- **Next Steps:** TBD

2. **Goal:** Strengthen partnerships with non-profits and organizations connected to the Latino community.

Status

- **Current Progress:** ***Not Started***
- **Actions Taken This Quarter:** None
- **Challenges:** None
- **Next Steps:** TBD

3. **Goal:** Develop and implement effective policies and procedures for communication.

Status

- **Current Progress:** ***Not Started***
- **Actions Taken This Quarter:** None
- **Challenges:** None
- **Next Steps:** TBD

4. **Goal:** Optimize communication tools and methodologies for improved outreach.

Status

- **Current Progress:** ***Not Started***
- **Actions Taken This Quarter:** None
- **Challenges:** None
- **Next Steps:** TBD

5. **Goal:** Improve tracking and reporting of engagement efforts to measure impact.

Status

- **Current Progress:** ***Not Started***
- **Actions Taken This Quarter:** None
- **Challenges:** None
- **Next Steps:** TBD

6. **Goal:** Assess the value of investing in an ongoing polling tool to gauge community sentiment.

Status

- **Current Progress:** ***Not Started***
- **Actions Taken This Quarter:** None
- **Challenges:** None
- **Next Steps:** TBD

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):

City Council Primary Goal #4 – Strengthen Community Institution Collaboration.

GOALS AND STATUS

1. **Goal:** Evaluate and update existing volunteer materials.

Status

- **Current Progress:** ***Not Started***
- **Actions Taken This Quarter:** None
- **Challenges:** None
- **Next Steps:** TBD

2. **Goal:** Revisit and enhance volunteer trainings.

Status

- **Current Progress:** ***Not Started***
- **Actions Taken This Quarter:** None
- **Challenges:** None
- **Next Steps:** TBD

3. **Goal:** Improve communication methods with volunteers and prospective volunteers.

Status

- **Current Progress:** ***Not Started***
- **Actions Taken This Quarter:** None
- **Challenges:** None
- **Next Steps:** TBD

4. **Goal:** Developing new ways to recognize volunteer contributions.

Status

- **Current Progress:** ***Not Started***
- **Actions Taken This Quarter:** None
- **Challenges:** None
- **Next Steps:** TBD

5. **Goal:** Implement improved support initiatives for volunteers.

Status

- **Current Progress:** ***Not Started***
- **Actions Taken This Quarter:** None
- **Challenges:** None
- **Next Steps:** TBD

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 161 - Communication & Community Promotions				
Revenue				
41 - Taxes	$ 34,000	$ 34,000	$ -	0%
44 - Fines & Forfeitures	500	500	-	0%
46 - Interest	300	300	398	133%
47 - Special Assessments	15,300	15,300	14,962	98%
48 - Miscellaneous Revenue	3,000	3,000	-	0%
Revenue Total:	**$ 53,100**	**$ 53,100**	**$ 15,360**	**29%**
Expenditure				
51 - Personnel Services	$ 101,700	$ 101,700	$ 14,965	15%
52 - Professional Services	155,700	155,700	12,227	8%
53 - Contract Services	37,200	37,200	11,836	32%
55 - Other Operating Expenses	22,750	22,750	1,796	8%
Expenditure Total:	**$ 317,350**	**$ 317,350**	**$ 40,824**	**13%**

- **Budget Overview**
  - Major Expenditures: None.
  - Variance: None.
- **Major Financial Changes or Concerns**
  - None.

V. Community Engagement and Outreach

- **Engagement Activities: None**
- **Feedback Received:** N/A
- **Response to Feedback:** N/A

VI. Conclusion

- The Program Manager that oversees this program has separated from the City and we are preparing to recruit for this position. Goals under this component may be delayed to future quarters.

Program: Economic Vitality

Department: General Government
Funding Source(s): General and Measure X Funds

I. Executive Summary

The City's Economic Vitality program seeks to support and promote economic growth in Carpinteria and includes the activities of all City Departments. Program goals for fiscal year 2024/25 include engaging the Economic Vitality Committee, developing recommendations for City Council consideration, and preparing and providing an annual report. During this first quarter, member(s) of City Council and the Economic Vitality Committee attended the Santa Barbara South Coast Chamber of Commerce. The majority of activities for this program are scheduled for Q3.

II. Key Highlights

- **Major Milestones Achieved:**
  - None. Activities scheduled for Q3.
- **Significant Issues or Challenges Encountered:**
  - None.
- **Upcoming Priorities for the Next Quarter:**
  - Attendance at local and regional Economic Vitality-related events.

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
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
GOALS AND STATUS

1. **Goal:** Engage and support the Economic Vitality Committee.
Status
- **Current Progress:** *On Track*
- **Actions Taken This Quarter:** None.
  - Attendance at Santa Barbara South Coast Chamber of Commerce State of the County event.
  - Meeting scheduled to begin in Q3.
- **Challenges:** None.
- **Next Steps:**
  - Schedule Economic Vitality Committee meeting.
  - Create events calendar.
  - Develop recommendations for City Council consideration.

2. **Goal:** Provide annual Economic Vitality Program report to City Council.

Status

- **Current Progress:** ***Not Started***
- **Actions Taken This Quarter:** None.
  - Scheduled for Q3.
- **Challenges:** None.
- **Next Steps:**
  - Prepare and provide annual Economic Vitality Program report.

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 162 - Economic Vitality				
Revenue				
45 - Charges for Services	$ 1,500	$ 1,500	$ -	0%
Revenue Total:	**$ 1,500**	**$ 1,500**	**$ -**	**0%**
Expenditure				
51 - Personnel Services	$ 33,850	$ 33,850	$ 2,516	7%
53 - Contract Services	1,000	1,000	-	0%
56 - Non-Operating Expenses	31,000	31,000	29,636	96%
Expenditure Total:	**$ 65,850**	**$ 65,850**	**$ 32,152**	**49%**

- **Budget Overview**
  - Major Expenditures: None.
  - Variance: None.
- **Major Financial Changes or Concerns**
  - None.

V. Community Engagement and Outreach

- **Engagement Activities**:
  - None.
- **Feedback Received:**
  - None.
- **Response to Feedback:**
  - None.

VI. Conclusion

- Committee members continue to look for opportunities to attend and participate in Economic Vitality related discussions. The majority of activity for this program is scheduled to occur or begin in Q3.

Program: Community Services Support

Department: General Government
Funding Source(s): Measure X and Measure A Funds

I. Executive Summary

During the first quarter, City staff received and reviewed grant application, notified recipients, and began compiling all required documentation for execution of the agreements, which is a pre-requisite to award disbursement.

II. Key Highlights

- **Major Milestones Achieved:**
  - All applications were received and reviewed according to the established deadlines.
  - Reached out to all organizations that were selected for the grant awards and compiled all supplemental documentation for the execution of the agreements.

- **Significant Issues or Challenges Encountered:**
  - None

- **Upcoming Priorities for the Next Quarter**
  - Completion of all the agreements and award disbursement.

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):

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.

GOALS AND STATUS

1. **Goal:** Develop a structured process based on the guidelines established for FY 2024-2025 and beyond.

Status

- **Current Progress:** ***Completed***
- **Actions Taken This Quarter:**
  - All applications were received and reviewed according to the established deadlines
- **Challenges:** None
- **Next Steps:**
  - Follow up with organizations pending the submission of supplemental documentation to be included for the execution of their agreements.

2. **Goal:** Develop a structured timeline based on the guidelines established for FY 2024-2025 and beyond.

Status

- **Current Progress:** ***On Track***
- **Actions Taken This Quarter:**
  - Reached out to all organizations that were selected for the grant awards and compiled all supplemental documentation for the execution of the agreements.
- **Challenges:** None
- **Next Steps:**
  - Complete the execution of all the grant agreements.
  - Process grant award payments.

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 163 - Community Services Support				
Expenditure				
56 - Non-Operating Expenses	155,550	$ 155,550	$ -	0%
Expenditure Total:	**$ 155,550**	**$ 155,550**	**$ -**	**0%**

- **Budget Overview**
  - Major Expenditures:
    - We have not yet processed payments. The invoices and payments will take place in Q2.
  - Variance: None
- **Major Financial Changes or Concerns**
  - None

V. Community Engagement and Outreach

- **Engagement Activities**:
  - Established positive relationships with non-profits in the community and initiated collaborative efforts with the City's AgeWell program.
  - Attended the Carpinteria Non-profit Collaborative meeting.
- **Feedback Received:** None
- **Response to Feedback:** None

VI. Conclusion

- The Community Services Support Grant Program will provide grant funding totaling $152,250 during FY 2024/25 for qualified non-profits and organizations that contribute significantly to the community's well-being and the public good.
- We are grateful to the City Council, The Finance Committee, Two Trumpets, and all our community partners for collaborating in this endeavor to ensure that the community has access to social services and special events.

Program: Law Enforcement

Department: General Government
Funding Source(s): General and Measure X Funds

I. Executive Summary

Over the first quarter, the Sheriff's Office organized the National Night Out community event, provided Active Shooter training, focused resources and patrol efforts to increase student safety, and promoted to City staff and community members their commitment to community engagement, requesting invites for Sheriff's participation at community events.

II. Key Highlights

- **Major Milestones Achieved:**
  - Monthly reporting and tracking of community policing efforts.
- **Significant Issues or Challenges Encountered:**
  - None
- **Upcoming Priorities for the Next Quarter**
  - Increased participation by deputies in community events.

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
Fulfillment of terms per executed agreement for law enforcement services FY 2023/24 – FY 2026/27.
GOALS AND STATUS

- **Goal:** Enhance local law enforcement communications and community policing efforts.
 	
Status
 	
- **Current Progress:** ***On Track***
- **Actions Taken This Quarter:**
  • Implementation of monthly law enforcement report, including all community policing efforts by Sheriff's Office for the month.
  • National Night Out (August 6, 2024)
  • Radar trailer utilized for School Safety Messages.
  • Extra patrol during drop off/pick up times at local schools.
  • Active Shooter training (August 23, 2024)
- **Challenges:** None.
- **Next Steps:**
  • Continued promotion to City staff and community groups to provide event invitations.

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 171 - Law Enforcement				
Revenue				
41 - Taxes	$ 91,000	$ 91,000	$ -	0%
43 - Intergovernmental	130,000	130,000	7,570	6%
Revenue Total:	**$ 221,000**	**$ 221,000**	**$ 7,570**	**3%**
Expenditure				
51 - Personnel Services	$ 496,700	$ 496,700	$ 124,162	25%
52 - Professional Services	6,323,500	6,323,500	1,587,639	25%
Expenditure Total:	**$ 6,820,200**	**$ 6,820,200**	**$ 1,711,801**	**25%**

- **Budget Overview**
  - Major Expenditures: None
  - Variance: None
- **Major Financial Changes or Concerns**
  - None

V. Community Engagement and Outreach

- **Engagement Activities**:
  - National Night Out (August 6, 2024).
  - Radar trailer utilized for School Safety Messages.
  - Extra patrol during drop off/pick up times at local schools.
  - Active shooter training (August 23, 2024).
- **Feedback Received:**
  - None
- **Response to Feedback:**
  - None

VI. Conclusion

- Overall, the City and Sheriff's Department have greatly improved communications in Q1, both between agencies, and the Council and community via monthly reports. Sheriff participation at community events is expected to increase tremendously over the remaining quarters of the fiscal year as City staff and community groups become increasingly aware of the Sheriff's Office commitment to community engagement.
- Chief Rich Brittingham has been instrumental in establishing a culture of mutual support between the City and Sheriff's Office. His commitment to communications and community policing have made an immediate and noticeable impact in these two key areas.

Program: Racial Equity and Social Justice

Department: General Government
Funding Source(s): Measure X Fund

I. Executive Summary

Activities for the Racial Equity and Social Justice program are conducted by the City's consultant firm, Equity Praxis Group (EPG). These activities require City staff involvement and coordination, and City staff have been in regular communication with EPG regarding program goals and objectives. Program deliverables are expected for Q3 and Q4.

II. Key Highlights

- **Major Milestones Achieved:**
  - None
- **Significant Issues or Challenges Encountered:**
  - None
- **Upcoming Priorities for the Next Quarter**
  - Conduct an internal Diversity, Equity, and Inclusion (DEI) audit of the City organization.

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
City Council Resolution No. 5981.
GOALS AND STATUS
Goal: Conduct an internal DEI audit of the City organization. ***Status*** **Current Progress:** ***On Track*** **Actions Taken This Quarter:** • Actions this quarter include planning and preparation related to the future completion of program deliverables. **Challenges:** None. **Next Steps:** • Conduct an internal Diversity, Equity, and Inclusion (DEI) audit of the City organization.

- **Goal:** Continue DEI education for application in City practices, policies and procedures.

Status

- **Current Progress:** ***Not Started***
- **Actions Taken This Quarter:** None.
- **Challenges:** None.
- **Next Steps:**
  - Provide DEI education for application in City practices, policies and procedures.

- **Goal:** Provide a comprehensive program report to the City Council and community.

Status

- **Current Progress:** ***On Track***
- **Actions Taken This Quarter:**
  - Continued data gathering.
- **Challenges:** None.
- **Next Steps:** Continued data gathering and preparation for report delivery.

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 181 - Racial Equity				
Expenditure				
51 - Personnel Services	$ 33,850	$ 33,850	$ 4,281	13%
52 - Professional Services	58,100	58,100	-	0%
Expenditure Total:	**$ 91,950**	**$ 91,950**	**$ 4,281**	**5%**

- **Budget Overview**
  - Major Expenditures:
    - Compensation for services in fiscal year 2024/25 is $58,100 payable upon provision of program deliverables per agreement 2022-045.
  - Variance: None

Major Financial Changes or Concerns

- None.

V. Community Engagement and Outreach

- **Engagement Activities**: None
- **Feedback Received:** None
- **Response to Feedback:** None

VI. Conclusion

- This program is supported by a multi-year agreement with Equity Praxis Group. Representatives have maintained constant communication regarding program

goals, objectives, and timelines with milestones scheduled for completion in Q3 and Q4.

- This program would not be possible without the City's internal DEI committee made up of staff from all City departments, including new and veteran staff, management and non-management personnel, and other represented groups.

Administrative Services Department

First Quarter Reports for the Fiscal Year 2024/25

Program: Financial Management Services

Department: Admin Services
Funding Source(s): General Fund

I. Executive Summary

Administrative Services Department has made progress toward City Council Primary Goal #1: Enhance public outreach, education, and transparency, as well as associated goals under City Council Primary Goal #3: Take Steps to Address the Fiscal Sustainability of the City. A primary objective is to ensure the preparation and adoption of a balanced FY 2025/26 budget by June 30, 2025, which aligns with strategic priorities and promotes fiscal responsibility. Currently, this initiative is not started, with no actions taken this quarter and no identified challenges, resulting in no immediate next steps.

In line with our commitment to high standards of financial planning and transparency, we are on track with the second goal: demonstrating compliance with best practices for budgeting and financial reporting. This quarter, we successfully submitted the FY 2024/25 Budget for consideration for the CSMFO Operating Budget Award, with no significant issues reported. The next step involves submitting the FY 2023/24 Annual Comprehensive Financial Report (ACFR) for the GFOA Certificate of Achievement for Excellence in Financial Reporting, further enhancing our financial reporting practices and ensuring compliance with industry standards.

The third goal focuses on evaluating current revenue streams, which is also on track. Actions taken this quarter include issuing a request for proposals for consultant services to evaluate assessment districts and AB939, with selected consultants set to begin this work. Upcoming steps involve monitoring Measure B on the ballot in November 2024, analyzing proposed fees for solid waste customers, and assessing the proposed district assessment.

Through these efforts, we aim to enhance fiscal responsibility and sustainability while reinforcing confidence and upholding our commitment to financial integrity, establishing a strong foundation for future growth and accountability.

II. Key Highlights

- **Major Milestones Achieved:**
  - Submitted the FY 2024/25 Budget for the CSMFO Operating Budget Award.
  - Request for proposal for consultant services for assessment district updates and AB 939 fee evaluations.
  - Selection of consultants to begin work on assessment districts and AB939.

- **Significant Issues or Challenges Encountered:**
  - None

- **Upcoming Priorities for the Next Quarter**

- Submit the FY 2023/24 Annual Comprehensive Financial Report (ACFR) for the GFOA Certificate of Achievement for Excellence in Financial Reporting.
- Analysis of potential revenues for Measure B on ballot in November 2024, pending election.
- Analyze proposed fees to solid waste customers.
- Analyze proposed district assessment.

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
City Council Primary Goal #1: Enhance public outreach, education and transparency.
GOALS AND STATUS

1. **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

- **Current Progress:** ***Not Started***
- **Actions Taken This Quarter:** None
- **Challenges:** None
- **Next Steps:** None

2. **Goal:** Demonstrate compliance with best practices for budgeting and financial reporting.

Status

- **Current Progress:** ***On Track***
- **Actions Taken This Quarter:**
  - Submitted the FY 2024/25 Budget for the CSMFO Operating Budget Award.
- **Challenges:** None
- **Next Steps:**
  - Submit the FY 2023/24 Annual Comprehensive Financial Report (ACFR) for the GFOA Certificate of Achievement for Excellence in Financial Reporting.

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
City Council Primary Goal #3: Take Steps to Address the Fiscal Sustainability of the City.
GOALS AND STATUS

3. **Goal:** To evaluate current revenue streams.

Status

- **Current Progress:** ***On Track***
- **Actions Taken This Quarter:**

- Request for proposal for consultant services for assessment district and AB939 evaluations.
- Selection of consultants to begin work on assessment districts and AB939.

- **Challenges:** None
- **Next Steps:**
  - Measure B on ballot in November 2024 pending election.
  - Analyze proposed fees to solid waste customers.
  - Analyze proposed district assessment.

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 201 - Financial Management Services				
Revenue				
42 - Licenses & Permits	$ 10,000	$ 10,000	$ 2,043	20%
44 - Fines & Forfeitures	7,500	7,500	(43)	-1%
45 - Charges for Services	30,000	30,000	17,432	58%
Revenue Total:	**$ 47,500**	**$ 47,500**	**$ 19,432**	**41%**
Expenditure				
51 - Personnel Services	$ 481,500	$ 481,500	$ 95,809	20%
52 - Professional Services	84,100	84,100	12,810	15%
53 - Contract Services	1,500	1,500	-	0%
55 - Other Operating Expenses	17,300	17,300	3,683	21%
Expenditure Total:	**$ 584,400**	**$ 584,400**	**$ 112,302**	**19%**

- **Budget Overview**
  - Major Expenditures:
    - None
  - Variance:
    - None
- **Major Financial Changes or Concerns**
  - Significant deviations from the budget
    - None
  - Upcoming financial challenges or adjustments
    - None

V. Community Engagement and Outreach

- **Major Expenditures**:
  - None
- **Feedback Received:**
  - None
- **Response to Feedback:**
  - None

VI. Conclusion

- **Summary of Overall Progress**

- We are currently on track with Goal #2, which aims to comply with best practices for budgeting and financial reporting. Additionally, we are progressing well with Goal #3, which involves evaluating current revenue streams in light of a local initiative on the ballot, the potential update of fees for the solid waste program, and the possible replacement of the existing district

- **Acknowledgment of Contributions from Departments, Staff, and Community Members**
  - Finance Manager Gilbert Punsalan, Accounting Technician Noah Alvara, and Accounting Specialist Brenda Robinson

Program: Central Services

Department: Admin Services
Funding Source(s): General Fund

I. Executive Summary

Administrative Services Department has made progress toward achieving City Council Primary Goal #5: Invest in a High-Performance Team at City Hall. A key objective under this goal is to update outdated City policies and provide staff with training on the newly developed policies. We are currently on track with this initiative and have made significant strides this quarter.

Actions taken include compiling sample policies from other cities to ensure best practices are integrated into our updates and drafting a Cash Handling Policy aimed at enhancing financial accountability and operational efficiency. We are pleased to report that there have been no significant challenges encountered during this period.

Looking ahead, our next steps involve reviewing the drafted Cash Handling Policy to ensure its alignment with best practices, drafting a Travel Policy to establish clear guidelines for staff travel, and drafting a Credit Card Policy to effectively govern the use of city-issued credit cards.

Through these initiatives, we remain committed to fostering a high-performance environment at City Hall, ensuring our policies are current, comprehensive, and conducive to staff development.

II. Key Highlights

- **Major Milestones Achieved:**
  - Compiled sample policies from other cities.
  - Drafted Cash Handling Policy
- **Significant Issues or Challenges Encountered:**
  - None
- **Upcoming Priorities for the Next Quarter**
  - Review Cash Handling Policy
  - Draft Travel Policy
  - Draft Credit Card Policy

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
City Council Primary Goal #5: Invest in a High-Performance Team at City Hall.
GOALS AND STATUS

1. **Goal:** Update outdated City policies and provide staff with training on the new policies.

Status

- **Current Progress:** *On Track*
- **Actions Taken This Quarter:**
  - Compiled sample policies from other cities.
  - Drafted Cash Handling Policy
- **Challenges:** None
- **Next Steps:**
  - Review Cash Handling Policy
  - Draft Travel Policy
  - Draft Credit Card Policy

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 211 - Central Services				
Expenditure				
51 - Personnel Services	$ 133,000	$ 133,000	$ 27,869	21%
53 - Contract Services	750	750	-	0%
54 - Utilities	94,000	94,000	17,446	19%
55 - Other Operating Expenses	47,750	47,750	10,565	22%
Expenditure Total:	**$ 275,500**	**$ 275,500**	**$ 55,880**	**20%**

- **Budget Overview**
  - Major Expenditures:
    - None
  - Variance:
    - None
- **Major Financial Changes or Concerns**
  - Significant deviations from the budget
    - None
  - Upcoming financial challenges or adjustments
    - None

V. Community Engagement and Outreach

- **Major Expenditures**:
  - None
- **Feedback Received:**
  - None
- **Response to Feedback:**
  - None

VI. Conclusion

- **Summary of Overall Progress**

- On track with Goal #1 to update outdated City policies and provide staff with training on the new policies

- **Acknowledgment of Contributions from Departments, Staff, and Community Members**
  - Finance Manager Gilbert Punsalan, Accounting Technician Noah Alvara, and Accounting Specialist Brenda Robinson

Program: Management Information Services

Department: Admin Services
Funding Source(s): General Fund, Library Fund, and Recreation Fund

I. Executive Summary

Administrative Services and General Government focus on the progress related to City Council Primary Goal #5: Invest in a High-Performance Team at City Hall, specifically regarding the goal of providing resources to all staff to accommodate remote work. Currently, the status of this initiative is delayed. This quarter, General Government made initial strides by drafting the Remote Work Policy, which is designed to guide the accommodations and resources necessary for effective remote work. However, challenges remain as General Government continues to develop this policy to ensure it adequately meets all staff needs. Moving forward, our next steps include reviewing the draft Remote Work Policy and ordering the necessary equipment and software to support remote work capabilities. These actions are essential for enhancing workforce flexibility and productivity.

II. Key Highlights

- **Major Milestones Achieved:**
  - General Government draft of the Remote Work Policy
- **Significant Issues or Challenges Encountered:**
  - General Government is working on a Remote Work Policy to guide the accommodations for the resources needed.
- **Upcoming Priorities for the Next Quarter**
  - Review draft Remote Work Policy.

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
City Council Primary Goal #5: Invest in a High-Performance Team at City Hall.
GOALS AND STATUS

1. **Goal:** Provide resources to all staff to accommodate remote work.
Status
- **Current Progress:** ***Delayed***
- **Actions Taken This Quarter:**
  • General Government draft of the Remote Work Policy
- **Challenges:**
  • General Government is working on a Remote Work Policy to guide the accommodations for the resources needed.
- **Next Steps:**
  • Review draft Remote Work Policy.
  • Order equipment/software needed to support remote work.

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 221 - Management Information Services				
Expenditure				
51 - Personnel Services	$ 103,300	$ 103,300	$ 20,530	20%
52 - Professional Services	115,450	115,450	9,514	8%
53 - Contract Services	167,600	167,600	58,457	35%
55 - Other Operating Expenses	14,000	14,000	-	0%
Expenditure Total:	**$ 400,350**	**$ 400,350**	**$ 88,501**	**22%**

- **Budget Overview**
  - Major Expenditures:
    - None
  - Variance:
    - None
- **Major Financial Changes or Concerns**
  - Significant deviations from the budget
    - None
  - Upcoming financial challenges or adjustments
    - None

V. Community Engagement and Outreach

- **Major Expenditures**:
  - None
- **Feedback Received:**
  - None
- **Response to Feedback:**
  - None

VI. Conclusion

- **Summary of Overall Progress**
  - Delayed with Goal #1 to provide resources needed to accommodate remote work.
- **Acknowledgment of Contributions from Departments, Staff, and Community Members**
  - Finance Manager Gilbert Punsalan, Accounting Technician Noah Alvara, and Accounting Specialist Brenda Robinson
  - IT Support Engineer Foster Cannon from Policore for our Information Services management.

Community Development Department

First Quarter Reports for the Fiscal Year 2024/25

Program: Administration

Department: Community Development (CDD)
Funding Source(s): General Fund, Measure X, misc. state-awarded grants

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I. Executive Summary

Community Development Administration is responsible for planning, organizing and directing the work performed in the different program divisions of the Community Development Department. Annual Work Plan goals for this Program are focused on continuing to build capacity for the Department through an emphasis on education/training, improved efficiencies, and increased revenues to help support enhanced services. In support of these goals, most CDD staff have attended at least one training or educational event this past quarter, staff continues to make progress towards the launch of online permitting platforms that will improve efficiency, transparency and customer service, and the new building permit "technology surcharge" fee has been successfully implemented, which generates important revenues to help fund and support ongoing annual expenses related to the new online permitting platform.

II. Key Highlights

- **Major Milestones Achieved:**
  - All CDD staff have attended or completed at least one training or educational programming relevant to their position;
  - Implementation of building permit "technology surcharge" fee completed. As of early October, approximately $7,000 in revenue collected, which will be allocated towards paying for annual subscription costs associated with the online permitting platform and electronic plan check software.

- **Significant Issues or Challenges Encountered:**
  - Launch of statutorily-required SolarApp+ online permitting software for residential rooftop solar projects has been delayed past September deadline due to challenges with completing on-boarding with required online payment processor.

- **Upcoming Priorities for the Next Quarter**
  - Continue to seek and prioritize relevant training and education opportunities for all CDD staff;
  - Complete launch of SolarApp+ software and begin using for online permitting of residential rooftop solar projects;
  - Continue to identify, evaluate and prioritize online permitting platforms for targeted transition in FY 2025-26.

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
City Council Primary Goal #5: Invest in a High-Performance Team at City Hall.

GOALS AND STATUS

1. **Goal:** Invest in staff learning through conferences and other learning tools.

Status

- **Current Progress:** ***On Track***

- **Actions Taken This Quarter:**
  - CDD Director, Nick Bobroff, Principal Planner, Mindy Fogg, and Assistant Planner, Megan Musolf, attended a symposium put on by Brownstein Hyatt Farber Schreck, LLP, concerning implementation of Housing Laws in Santa Barbara County in July.
  - CDD Director, Nick Bobroff, attended the Employer-Sponsored Housing Consortium presentation put on by the South Coast Chamber of Commerce in July.
  - All CDD staff participated in a strengths finder exercise in July with the guidance of Principal Planner, Mindy Fogg. The exercise identified the top 5 individual strengths of each staff member and analyzed the team's collective strengths.
  - Assistant Planner, Megan Musolf, attended the annual CA chapter American Planning Association ("APA") conference in September.
  - Chief Building Inspector and Plans Examiner, Dan Chepley, acquired CA Access Toolkit software to aid in preparation for the Certified Access Specialist ("CASp") exam and certification in September.

- **Challenges:** None

- **Next Steps:**
  - Principal Planner, Mindy Fogg, will attend a leadership retreat in October for the California chapter of the Association for Environmental Professionals ("AEP") (for which she is the CA chapter president).
  - CDD staff are signed up to attend a training in October put on by the Tri-County Regional Energy Network ("3C-REN") concerning recent changes to the CA Green Code.
  - Associate Planner, Marysol Smith, and Assistant Planner, Megan Musolf, are registered for the upcoming AEP California Environmental Quality Act ("CEQA") Essentials Workshop in November.
  - Code Compliance Supervisor, David Hernandez, will be attending the annual California Association of Code Enforcement Officers ("CACEO") conference in November.

2. **Goal:** Integrate software tools to increase staff capability and productivity.

Status

- **Current Progress:** ***On Track'***

- **Actions Taken This Quarter:**
  - CDD staff attended a demo from OpenGov software sales representatives in August.
  - CDD staff attended a demo from VivaCivic software sales representatives in September.
  - In August and September, all necessary registration steps for launch of SolarApp+ software were completed, pending registration with third-part online payment processing company.

- **Challenges:**
  - Launch of SolarApp+ delayed past targeted September launch date due to challenges with completing on-boarding with required third-party online payment processor. Work with SolarApp+ and payment processor to resolve this issue remains ongoing.

- **Next Steps:**
  - Continue evaluation and ranking of software platforms;
  - Obtain current quotes for top software platform vendors; and
  - Resolve remaining issues with online payment processor, complete launch of SolarApp+ software on City website and initiate contractor training/outreach.

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):

City Council Primary Goal #5: Take Steps to Address the Fiscal Sustainability of the City.

GOALS AND STATUS

1. **Goal:** Evaluate new revenue sources to assist with funding local initiatives.

Status

- **Current Progress:** ***Completed***

- **Actions Taken This Quarter:**
  - Building Permit application materials and fee schedule updated to reflect new "building technology" surcharge fee in July.
  - Permit software and receipting system updated to proper calculation and collection of fees in July.

- In July, training and workflows completed with CDD and Admin Services staff to allow for proper collection and accounting of applicable fees.

- **Challenges:** None

- **Next Steps:**
  - Continue to apply "building technology" surcharge to all issued building permits.

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 301 - Community Development Administration				
Expenditure				
51 - Personnel Services	$ 109,600	$ 109,600	$ 33,103	30%
55 - Other Operating Expenses	3,300	3,300	101	3%
Expenditure Total:	**$ 112,900**	**$ 112,900**	**$ 33,204**	**29%**

- **Budget Overview**
  - Major Expenditures: None
  - Variance: None

- **Major Financial Changes or Concerns**
  - If revenues associated with the new building permit "technology surcharge" fee keep pace with Q1 reporting, it is expected that the collected surcharge fees would successfully offset the majority of the annual permit platform subscription costs.

V. Community Engagement and Outreach

- **Engagement Activities:**
  - Attendance at regional planning/housing events (e.g., SBCAG technical advisory committee meetings; regional affordable housing task force meeting; affordable housing symposium)

- **Feedback Received:** None

- **Response to Feedback:** None

VI. Conclusion

- Overall, CDD is on track to complete all Administration Program goals identified in this year's work plan. The primary focus for remaining quarters are to continue to seek out relevant and high value training opportunities for staff, and complete the evaluation and selection process for the Department's new online permitting platform to be ready to launch for FY25-26.
- Mindy Fogg has been critical in supporting and encouraging CDD staff to pursue training and educational opportunities. She administered the strengths finder

exercise for the Department and through her role as the CA chapter AEP president, has prompted planning staff to attend available CEQA trainings.

Program: Advance Planning

Department: Community Development
Funding Source(s): General Fund, Measure X, misc. state-awarded grants

I. Executive Summary

The Advance Planning division is responsible for all long-range planning activities of the City, including updating and implementing the City's key planning documents such as the General Plan/Coastal Land Use Plan, neighborhood design guidelines, Zoning Code, and Housing Element. Work efforts this year are focused on implementation of the adopted 2023-2031 Housing Element, continuing progress on the General Plan/Coastal Land Use Plan update and key legislative programs (e.g., anti-displacement regulations and objective design standards), and engaging with the County of Santa Barbara on land use matters of importance to the Carpinteria Valley.

Significant progress has been made during Q1 towards implementation of Housing Element programs, including required rezones and updates to the City's Accessory Dwelling Unit ("ADU") and Density Bonus ordinances. Release of administrative drafts of the updated General Plan/Coastal Land Use Plan ("GP/CLUP") elements to the General Plan Update Committee ("GPUC") have continued throughout Q1 as well. Work on the anti-displacement legislative package is scheduled to begin in Q2 but may be delayed by ongoing efforts related to the Housing Element implementation and General Plan update work. Work on the Downtown Design Overlay, also scheduled to begin in Q2, has re-started early, but in a somewhat revised manner as part of the Housing Element implementation. Finally, engagement with the County on a variety of land use matters (e.g., Housing Element, Bailard multifamily residential project, Sphere of Influence, etc.) has occurred throughout Q1 and will likely continue throughout the rest of the year.

II. Key Highlights

- **Major Milestones Achieved:**
  - Administrative drafts of Zoning Code amendments for Housing Element rezones completed.
  - City Council first reading approval of ADU ordinance updates and submittal of Local Coastal Plan Amendment ("LCPA") application to California Coastal Commission ("CCC").
  - Planning Commission recommendation for approval of Density Bonus ordinance updates.
  - Release of administrative drafts of the GP/CLUP Circulation and Coastal Resiliency Elements to the GPUC.

- **Significant Issues or Challenges Encountered:**
  - 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.

- Density Bonus ordinance update paused pending outcome of state legislative cycle triggering potential for additional required updates. Staff will recommence work on this effort once legislative session is completed.

Upcoming Priorities for the Next Quarter

- Hold public hearings for Housing Element rezones.
- Release administrative drafts of GP/CLUP Land Use and Community Design Elements to GPUC.

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
City Council Primary Goal #2: Accommodate city growth while maintaining the small beachside town character.
GOALS AND STATUS

1. **Goal:** Pursue Implementation of the adopted Housing Element.

Status

Current Progress: *On Track*

Actions Taken This Quarter:

- Completed preparation of administrative drafts of necessary zoning ordinances for implementation of Housing Element rezones in anticipation of public hearings in Q2. (September)
- Received Planning Commission recommendation for approval of updates to Density Bonus ordinance. (July)
- Received City Council approval on first reading of updates to ADU ordinance. (July)
- Submitted LCPA application to CCC for certification of ADU ordinance update. (August)

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 Q2.
- Density Bonus ordinance update paused pending outcome of state legislative cycle triggering potential for additional required updates. Staff will recommence work on this effort once legislative session is completed. Will carry over into Q2/3.

- **Next Steps:**
  - Hold public hearings (Planning Commission and City Council) for Housing Element rezones.
  - Resolve pending comments from CCC- HCD coordinated review of ADU ordinance updates and proceed with CCC certification.
  - Recommence work on Density Bonus Ordinance updates. Schedule for City Council first reading and submit LCPA application to CCC.

2. **Goal:** Continued Progress Toward Adoption of General Plan/Coastal Land Use Plan (GP/CLUP) Update.

Status

- **Current Progress:** ***On Track***

- **Actions Taken This Quarter:**
  - Released administrative drafts of Circulation and Coastal Resiliency Elements to GPUC for public review (July).
  - Updated analysis of City buildout scenario and prepared administrative draft of Land Use and Community Design Elements for release to GPUC in October. (August/September).
  - Began background technical analysis in support of Environmental Impact Report ("EIR") for General Plan update. (July- September)

- **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

- **Next Steps:**
  - Release of administrative drafts of Land Use and Community Design Elements to GPUC.
  - Begin work on preparation of public draft of the complete General Plan update for release in Q3.

3. **Goal:** Continued Implementation of Anti-displacement Legislative Package.

Status

- **Current Progress: 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

4. **Goal:** Continued Progress Toward Completion of the Downtown Design Overlay.

Status

- **Current Progress:** ***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 rezones (i.e., proposed objective design standards to apply to rezone sites, etc.). (August/September)
  - Developed and prepared draft objective design standards for Housing Element rezone sites in anticipation of public hearings in Q2.

- **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 initially focus on Housing Element rezone sites and ministerial ("by right") multifamily housing projects allowance under state housing laws. Objective standards for Housing Element rezone sites currently moving forward as part of larger Housing Element implementation effort.

- **Next Steps:**
  - Hold public hearings (ARB, Planning Commission, City Council) for Housing Element rezones, including new zoning code chapter re: objective design standards.

5. **Goal:** Engage in County Land Use Decisions Affecting Carpinteria Sphere of Influence.

Status

- **Current Progress: On Track**

- **Actions Taken This Quarter:**

- Provided policy consistency analysis letter to County Planning and Development concerning proposed Bailard Multifamily Housing Project. (September)
- Restarted dialog with project developer re: Bailard project. (July)
- Participate in preliminary exploratory meetings with Santa Barbara County Local Agency Formation Commission ("LAFCO") and County of Santa Barbara staff 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. (July/August)
- Engage in ongoing dialog with CCC staff re: County Housing Element rezones in Carpinteria Valley. (July- September)

Challenges: None

Next Steps:

- Review draft MOA with LAFCO and County of Santa Barbara.
- Continue engagement with CCC re: County Housing Element rezones.

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 302 - Advance Planning				
Revenue				
43 - Intergovernmental	$ 200,000	$ 200,000	$ -	0%
45 - Charges for Services	1,500	1,500	2,316	154%
Revenue Total:	**$ 201,500**	**$ 201,500**	**$ 2,316**	**1%**
Expenditure				
51 - Personnel Services	$ 403,550	$ 403,550	$ 69,322	17%
52 - Professional Services	300,250	300,250	-	0%
55 - Other Operating Expenses	4,000	4,000	410	10%
Expenditure Total:	**$ 707,800**	**$ 707,800**	**$ 69,732**	**10%**

Budget Overview

- Major Expenditures:
  - Approximately $18,500 expended on consultant services related to General Plan update. Budget allocation (reimbursed by State grants) for up to ~$200,000.
- Variance:
  - To date, Advance Planning staff has avoided need to utilize $100,000 budget allocation for consultant services related to Housing Element implementation.

Major Financial Changes or Concerns

- Grant funding for Downtown Design Overlay fully expended despite project incompleteness. Additional funding for consultant services is anticipated to complete this project.

V. Community Engagement and Outreach

- **Engagement Activities:**
  - Held GPUC meeting in July.
  - Attended regional Affordable Housing Task Force meeting in July.

- **Feedback Received:**
  - Public comments and GPUC feedback provided on draft Circulation and Coastal Resiliency Elements for GP/CLUP update.

- **Response to Feedback:**
  - Public comments and GPUC comments will be used to update and finalize complete public draft of GP/CLUP update prior to release.

VI. Conclusion

- Meaningful progress has been made in Q1 on the two highest priority advance planning work efforts: Housing Element implementation and the GP/CLUP update. Both of these work efforts remain on track with annual work plan goals and performance measures. Work on secondary priority advance planning efforts (e.g., anti-displacement legislation and downtown design overlay) have been paused or delayed to allow for prioritization of the above-noted high priority projects. Engagement on County land use matters of importance to the City remains on track.
- Efforts by the CDD Advance Planning Division (Mindy Fogg and Megan Musolf) have been critical to the progress being made on advance planning work items. The WSP consultant team and GPUC members have provided critical support in completing the preparation and review of administrative drafts of all General Plan elements in anticipation of a complete public draft release in Q3.

Program: Housing

Department: Community Development
Funding Source(s): Affordable Housing Fund

I. Executive Summary

The Community Development Department's Housing Program supports a number of efforts to address the affordable housing needs of Carpinteria. Specific identified work plan efforts for this year include presenting options to the City Council for the development of affordable housing, increasing community awareness of the Rental Housing Mediation Program ("RHMP"), assisting in the possible renewal and expansion of the Safe Parking Program, and seeking opportunities for enhanced in-city homelessness services.

Primary efforts in Q1 related to this Program have focused on researching affordable housing strategies employed by other jurisdictions, researching options for the expansion of the Safe Parking Program, and engaging with Dignity Moves and other homelessness services providers concerning opportunities for expanded services.

II. Key Highlights

- **Major Milestones Achieved:**
  - CDD staff toured Dignity Moves tiny home village in downtown Santa Barbara.
  - Received preliminary support from property owner to renew and expand City Safe Parking Program.
  - Provided annual report on homelessness in conjunction with County of Santa Barbara staff to City Council.
  - City Council first reading approval of updates to Public Sleeping and Camping ordinance.

- **Significant Issues or Challenges Encountered:**
  - Limited available properties/sites constrain options for in-city expanded homelessness services.
  - Most recent Point-in-Time Count suggests modest uptick in unhoused individuals in Carpinteria, particularly among those living in their cars.
  - Funds allocated to Workforce Homebuyer Down Payment Loan Program have been fully expended. No funding remains for additional loans until outstanding loans are repaid or additional funds are allocated to the Program.

- **Upcoming Priorities for the Next Quarter**
  - Continue to explore possible sites for tiny home village with Dignity Moves staff.
  - Begin work on renewal and expansion of Safe Parking Program.

- Undertake efforts to expand community knowledge of RHMP resources for tenants and landlords.

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
City Council Primary Goal #2. Accommodate City Growth while Maintaining a Small Beachside Town Character.
GOALS AND STATUS

1. **Goal:** Explore options for the development of affordable housing.

Status

- **Current Progress:** ***On Track***
- **Actions Taken This Quarter:**
  - CDD staff attended quarterly City-County Joint Affordable Housing Task Force meeting. (July)
  - CDD staff attended Employer-Sponsored Housing Consortium meeting hosted by South Coast Chamber of Commerce. (July)
  - CDD staff attended CA chapter APA conference. Attended sessions related to affordable housing solutions. (September)
- **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.
  - Attend next quarterly Joint Affordable Housing Task Force meeting in October.

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
Primary Goal #4 – Strengthen Community Institution Collaboration.
GOALS AND STATUS

1. **Goal:** Increase Community Awareness of Rental Housing Mediation Program (RHMP) services.

Status

- **Current Progress:** ***Not Started***
- **Actions Taken This Quarter:** None
- **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.).

2. **Goal:** Explore options for the Continuation and Expansion of the Safe Parking Program.

Status

- **Current Progress:** ***On Track***
- **Actions Taken This Quarter:**
  - Discussed options for Safe Parking Program renewal/expansion with New Beginnings staff. (July- September)
  - Received preliminary support from property owner to allow for renewal/expansion of Safe Parking Program in existing location.
- **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.
  - Staffing and funding considerations for renewed/expanded program unknown at this time. Continued dialog with New Beginnings staff to identify needs.
- **Next Steps:**
  - Finalize cost proposal for renewed/expanded program.
  - Prepare staff report for program renewal and expansion for future City Council agenda item.

3. **Goal:** Seek opportunities to expand and support housing needs for unhoused individuals.

Status

- **Current Progress:** ***On Track***
- **Actions Taken This Quarter:**
  - Continued dialog and research with Dignity Moves staff to identify candidate sites for in-city tiny home village. (July- September)
  - CDD staff toured the Dignity Moves tiny home village to gain a better understanding of the program's site and space needs, and operations/programming. (September)
  - Provided annual report on homelessness in conjunction with County of Santa Barbara staff to City Council. (July)

- Received first reading approval of updates to Public Sleeping and Camping Ordinance from City Council. (September)

Challenges:

- Modest uptick in number of individuals experiencing homelessness in Carpinteria, particularly among those living in their cars, compared to recent past years according to most recent Point-in-Time Count. Prioritizing expansion of Safe Parking Program as an immediate tool to offer expanded services to unhoused individuals.
- Limited available sites for tiny home village in Carpinteria. Tour of tiny home village helped clarify space and infrastructure needs. Outreach to prospective property owners underway.

Next Steps:

- Continue efforts in coordination with Dignity Moves to identify prospective sites for tiny home village.
- Return updated Public Sleeping and Camping ordinance for final adoption by City Council.
- Update Public Sleeping and Camping Administrative Policy to guide City staff response in compliance with current law.

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 311 - Housing				
Revenue				
46 - Interest	$ 8,000	$ 8,000	$ 3,128	39%
Revenue Total:	**$ 8,000**	**$ 8,000**	**$ 3,128**	**39%**
Expenditure				
51 - Personnel Services	$ 39,500	$ 39,500	$ 7,686	19%
52 - Professional Services	74,000	74,000	1,417	2%
Expenditure Total:	**$ 113,500**	**$ 113,500**	**$ 9,103**	**8%**

Budget Overview

- Major Expenditures: None
- Variance: None

Major Financial Changes or Concerns

- Costs for renewed/expanded Safe Parking Program unknown at this time.
- Workforce Homebuyer Down Payment Loan Program funds fully expended until loan repayments and/or additional funds are allocated.

V. Community Engagement and Outreach

Engagement Activities:

- CDD staff toured Dignity Moves tiny home village.
- Annual report on homelessness to City Council.
- Attendance at weekly lunch program for persons experiencing homelessness.

Feedback Received:

- Kudos to David Hernandez from members of the community for ongoing high level of service related to homelessness outreach and services.

- **Response to Feedback:** None

VI. Conclusion

- Research on efforts related to provision of affordable housing, expansion of the Safe Parking Program, and expanded in-city homelessness services remain ongoing. It is acknowledged that these are likely to be ongoing multi-year efforts, but it is important to continue incremental work towards meeting these goals.
- Code Compliance Supervisor, David Hernandez, continues to play a lead role as the City's liaison for homelessness outreach and services, and has been praised by members of the community for his good work in this area. County of Santa Barbara Housing and Community Development staff are critical in orchestrating the countywide response to homelessness and connecting unhoused Carpinterians to county services. Dignity Moves staff have been extremely diligent in helping educate City staff about their programs and space/infrastructure needs to provide similar services in Carpinteria in the future. New Beginnings staff have been instrumental to the success and smooth operation of the initial Safe Parking Pilot Program. Santa Barbara Housing Trust Fund staff have continued to help implement and monitor the Workforce Homebuyer Down Payment Loan Program. City of Santa Barbara RHMP staff have provided valuable tenants rights and mediation services to Carpinteria residents and have seen an uptick in use of their services compared to years past.

Program: Development Review & Building

Department: Community Development
Funding Source(s): General Fund

I. Executive Summary

The Community Development Department's Development Review and Building program is responsible for evaluating all types of development applications and permits, enforcing the city's uniform codes, and administering zoning compliance related to business licensing. Much of this Program's day-to-day work focuses on permitting and inspection of construction activities, nevertheless, modest initial progress has been made during Q1 towards long-term process improvement initiatives (e.g., business licensing, and transitioning towards electronic permitting), and continuing to expand upon staff knowledge and training to provide better customer service.

II. Key Highlights

Major Milestones Achieved:

- Updated Business License and Certificate of Occupancy applications to help clarify information needs and requirements for business licensing.
- Acquisition of annual subscription to Access Toolkit software to aid staff in interpreting and applying accessibility requirements, and as training guide for Certified Access Specialist ("CASp") accreditation.
- Utilizing part-time permit technician through City's existing building inspection and plan check services contractor to help address permit backlogs, implement process improvements, and transition workflows to digital formats.

Significant Issues or Challenges Encountered:

- Volume of building permit and business license applications remain high compared to historic averages.
- Business Licensing review and approval workflow continues to be inefficient and not consistently adhere to established process.
- Process and workflow improvements hampered by outdated software limitations.

Upcoming Priorities for the Next Quarter

- Launch improved business licensing applications and applicant guide.
- Formalize and document updated workflows for building permit review process.
- Recruit for and hire new Building Official/Building Inspector.
- Explore options to further leverage consultant support to enhance building and safety staff capacity and service levels.

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
Primary Goal #3 – Take Steps to Address the Fiscal Sustainability of the City; and Primary Goal #4: Strengthen Community Institution Collaboration.

GOALS AND STATUS

1. **Goal:** Implement Improvements to the Business Licensing Process.

Status

- **Current Progress:** ***Delayed***

- **Actions Taken This Quarter:**
  - Draft updates to Business License and Certificate of Occupancy applications prepared and under review. Purpose of updates are to clarify information and application submittal requirements. (July)
  - Ongoing coordination efforts with third-party business licensing contractor to improve review process workflow and efficiency.

- **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.
  - Prepare and publish applicants guide for licensing.

2. **Goal:** Implement Efficiency Improvements for Building Permit Review.

Status

- **Current Progress:** ***On Track***

- **Actions Taken This Quarter:**
  - Utilizing 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. (July- September)
  - Continued research and evaluation of new permit tracking platforms (see CDD Administration Program for more details). (July/August)
  - Working towards official launch of online permitting platform, SolarApp+, for residential rooftop solar permits (see CDD Administration Program for more details). (September)

- **Challenges:**
  - 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.
  - Limitations of outdated permit software constrain building permit process improvement efforts. Transition to new improved software will resolve this impediment.

- **Next Steps:**
  - Expand usage of consultant services for permit inspections to improve staff capacity and service levels.
  - Recruit for and fill vacant Building Official/Building Inspector position.
  - Finalize and execute launch of SolarApp+ software.
  - Continue research and evaluation of permit software platforms.

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):

City Council Primary Goal #1: Invest in High-Performance Team at City Hall.

GOALS AND STATUS

1. **Goal:** Achieve Certified Accessibility Specialist (CASP) for Chief Building Inspector and Plans Examiner.

Status

- **Current Progress:** ***On Track***

- **Actions Taken This Quarter:**
  - Acquired annual subscription to Access Toolkit software, which provides graphical depictions of accessibility standards and requirements, and has been used my many building officials to prepare for and pass the CASP exam. (August)

- **Challenges:** None

- **Next Steps:**
  - Prepare and register for CASP exam.

2. **Goal:** Continue work towards Master Code Professional designation.

Status

- **Current Progress:** ***Not Started.*** To be completed by Q4.

- **Actions Taken This Quarter:** None

- **Challenges:** None

- **Next Steps:**
  - Register for one or more of the remaining specialty exams needed for Master Code Professional designation.

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 321 - Development Review & Building				
Revenue				
42 - Licenses & Permits	$ 255,500	$ 255,500	$ 98,698	39%
45 - Charges for Services	345,000	345,000	157,123	46%
Revenue Total:	**$ 600,500**	**$ 600,500**	**$ 255,821**	**43%**
Expenditure				
51 - Personnel Services	$ 665,700	$ 665,700	$ 139,160	21%
52 - Professional Services	100,000	100,000	12,944	13%
54 - Utilities	750	750	178	24%
55 - Other Operating Expenses	13,000	13,000	544	4%
Expenditure Total:	**$ 779,450**	**$ 779,450**	**$ 152,826**	**20%**

- **Budget Overview**
  - Major Expenditures:
    - Approximately $13,000 of $100,000 budgeted for building plan check and inspection services has been expended at end of Q1.
  - Variance:
    - Building Permit and Planning Charges revenues are both slightly outperforming anticipated budget at end of Q1 at 38% and 31% of expected revenues, respectively.

- **Major Financial Changes or Concerns**
  - Additional large building permit plan checks and/or relying more heavily on consultant services to assist with building and safety duties will use up allocated funding faster than anticipated. A mid-year budget adjustment to request additional allocation of funds may be needed.

V. Community Engagement and Outreach

- **Engagement Activities**:
  - Presented to Carpinteria Host Program members concerning status of various downtown development projects. (August)

- **Feedback Received:**
  - General concerns expressed by members of the public concerning timelines for building permit processing and business license review.

- **Response to Feedback:**
  - Acknowledged delays. Described process improvements (above) are intended to address and resolve these critiques.

VI. Conclusion

- Modest progress towards process improvements is underway. The expanded use of consultant services has improved turnaround times and reduced permit backlogs.
- Lorena Esparza, Marysol Smith and Dan Chepley are the key members of our permitting team and are responsible for identifying and implementing process improvements. AnnMarie Forney, contract permit technician, has also provided valuable assistance in implementing process improvements and transitioning towards digital permitting.

Program: Code Compliance

Department: Community Development
Funding Source(s): General Fund

I. Executive Summary

The Community Development Department's Code Compliance Division is responsible for ensuring compliance with the Carpinteria Municipal Code in order to protect the peace, health, safety and quality of life of Carpinteria. Work Plan objectives for this year include implementation of the City's multifamily housing smoking ban, monitoring of licensed live entertainment venues, and enhanced utilization of Code Compliance tracking software. Work Plan objectives also include adopting Code Compliance Officer Safety Standards. Progress on all objectives, other than the Safety Standards, which are not scheduled until Q3, is on track and meeting stated performance measures.

II. Key Highlights

- **Major Milestones Achieved:**
  - Multifamily Residential Smoking Ordinance adopted by City Council. (July)
  - Digital sound meters acquired and training completed. (July)
  - Began sound monitoring of licensed live entertainment venues. (July)

- **Significant Issues or Challenges Encountered:**
  - Live entertainment (and resultant noise complaints) often occur after hours when Code Compliance staff is not on duty.

- **Upcoming Priorities for the Next Quarter**
  - Develop and implement education/outreach materials related to multifamily residential smoking ban.
  - Provide entertainment licensing update report to City Council, including findings from sound monitoring.

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
Primary Goal #4 – Strengthen Community Institution Collaboration.
GOALS AND STATUS
1. **Goal:** Multi-family Smoking Ordinance Implementation and Outreach. ***Status*** - **Current Progress:** ***On Track***

- **Actions Taken This Quarter:**
  - Second reading and adoption of Multifamily Residential Smoking Ordinance by City Council completed. (July)

- **Challenges:** None

- **Next Steps:**
  - Develop and launch outreach materials for multifamily residential smoking bank, which will take effect in July 2025.

2. **Goal:** Entertainment Licensing Monitoring.

Status

- **Current Progress:** ***On Track***

- **Actions Taken This Quarter:**
  - Acquired two digital sound readers for measuring live entertainment. One reader for Code Compliance staff and one provided to law enforcement for use in responding to noise complaints. (July)
  - Completed training for use of noise readers and provided training to law enforcement staff. (July/ September)
  - Began monitoring and gather sound level readings for live entertainment events. (July)

- **Challenges:**
  - Live entertainment (and resultant noise complaints) often occur 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. Periodically reschedule Code Compliance officer shifts to allow for periodic weekend evening noise monitoring of live entertainment events.

- **Next Steps:**
  - Provide entertainment licensing statue report to City Council.

3. **Goal:** GoGov Code Compliance Activity Tracking.

Status

- **Current Progress:** ***On Track***

- **Actions Taken This Quarter:**
  - Continued logging of Code Compliance activities and provided quarterly update to City Council. (July)

- **Challenges:**
  - Incomplete logged data from past years limits ability to provide meaningful long-term trends analysis until additional years of more complete data is captured.

- **Next Steps:**
  - Continue to improve reporting and trends analysis as part of quarterly reports.

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):

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

GOALS AND STATUS

1. **Goal:** Develop and Adopt Code Compliance Officer Safety Standards.

Status

- **Current Progress:** ***Not Started.*** Scheduled for Q3.
- **Actions Taken This Quarter:** None
- **Challenges:** None
- **Next Steps:** None

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 331 - Code Compliance				
Revenue				
42 - Licenses & Permits	$ 350	$ 350	$ -	0%
44 - Fines & Forfeitures	87,000	87,000	14,267	16%
46 - Interest	-	-	626	0%
48 - Miscellaneous Revenue	2,500	2,500	-	0%
Revenue Total:	**$ 89,850**	**$ 89,850**	**$ 14,894**	**17%**
Expenditure				
51 - Personnel Services	$ 339,375	$ 339,375	$ 66,152	19%
54 - Utilities	750	750	165	22%
55 - Other Operating Expenses	9,900	9,900	1,933	20%
Expenditure Total:	**$ 350,025**	**$ 350,025**	**$ 68,250**	**19%**

- **Budget Overview**
  - Major Expenditures: None
  - Variance: None

- **Major Financial Changes or Concerns**
  - Approximately 85% of Code Compliance supplies and materials budget expended by purchase of noise level readers. If additional needs arise, staff will need to request a mid-year budget adjustment.

V. Community Engagement and Outreach

- **Engagement Activities**:
  - Code Compliance staff attended National Night Out event on Linden Avenue. (August)
- **Feedback Received:**
  - General citizen complaints re: off-leash dogs in city parks and e-bikes in Salt Marsh Park.
  - Positive feedback regarding GoGov service request app.
- **Response to Feedback:**
  - Increased patrols of recreational and open spaces areas.

VI. Conclusion

- Code Compliance staff is on track with respect to the identified Goals and Objectives for this year's work plan.
- Code Compliance Supervisor, David Hernandez, and Code Compliance Officer II, Henry Menendez, successfully and adeptly manage a high case load across a variety of priorities.

Program: Animal Control

Department: Community Development
Funding Source(s): General Fund

I. Executive Summary

The Animal Control Program is part of the operations of the Code Compliance Division, and is responsible for providing animal-related services to citizens and animal welfare services to domestic pets and City wildlife. Annual Work Plan Objectives for this year include increasing outreach and compliance with leash laws and spay/neuter ordinance, obtain animal control officer safety training/certification, enhancing participation in the dog licensing program, and improving the effectiveness of the City's pet adoption program. Progress is on track for work related to leash law compliance and improving the City's pet adoption program. Initial research is also underway concerning upgrades to the City's dog licensing program as part of the broader search for a new online CDD permitting and licensing platform.

II. Key Highlights

- **Major Milestones Achieved:**
  - Increased periodic patrols of City open space areas and contacts with off-leash dog owners. 9 warnings/citations issued Q1.
  - Improved processes for advertising adoptable pets. Three successful adoptions in Q1.
  - Outreach efforts to recruit pet fosters/volunteers initiated.

- **Significant Issues or Challenges Encountered:**
  - Only one code compliance/animal control officer on duty most days. Limited capacity for animal control outreach-related work.

- **Upcoming Priorities for the Next Quarter**
  - Ramp up public outreach efforts related to leash laws, spay/neuter requirements, and dog licensing.
  - Formalize public outreach protocols for adoptable pets as administrative policy.
  - Pursue animal control officer safety training/certification.

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
Enhance public safety through animal control-related education, outreach, and enforcement.
GOALS AND STATUS

1. **Goal:** Increase compliance with dog leash and pet clean-up laws.

Status

- **Current Progress:** ***On Track***
- **Actions Taken This Quarter:**
  - Continued periodic weekly patrols of open space areas and contacts with off-leash dog owners. 9 warnings/citations issued in Q1.
  - Improved recording of open space patrols and off-leash dog contacts for tracking and reporting purposes.
- **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.

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
Promote animal welfare and safety.

GOALS AND STATUS

1. **Goal:** Obtain Animal Control Officer Training / Certification.

Status

- **Current Progress:** ***Not Started.*** To be completed by end of Q4.
- **Actions Taken This Quarter:** None
- **Challenges:** None
- **Next Steps:**
  - Pursue options for safety training and/or certification for both animal control officers.

2. **Goal:** Enhance Effectiveness of and Participation in Dog Licensing Program.

Status

- **Current Progress:** ***Delayed***
- **Actions Taken This Quarter:**

- Researching permit platforms for CDD Departmental use, including ability to manage licensing programs (including dog licenses). (July-September)

Challenges:

- Limited staff capacity. Work with other City staff to complete simple website updates, and to develop and launch social media materials.

Next Steps:

- Update website information.
- Develop social media materials.
- Continue research into online permitting and licensing platforms.

3. **Goal:** Improve Effectiveness of Pet Adoption Program.

Status

Current Progress: ***On Track***

Actions Taken This Quarter:

- Three dogs successfully adopted/rehomed during Q1.
- Outreach via City newsletter regarding dog foster/volunteer opportunities. (August)
- Coordinated advertising re: adoptable pets via city website and social media platforms.

Challenges: None

Next Steps:

- Prepare administrative policy re: pet adoption outreach and advertising.
- Continue outreach efforts to build animal foster/volunteer corps.

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 341 - Animal Care & Control				
Revenue				
42 - Licenses & Permits	$ 10,000	$ 10,000	$ 700	7%
45 - Charges for Services	500	500	-	0%
Revenue Total:	**$ 10,500**	**$ 10,500**	**$ 700**	**7%**
Expenditure				
51 - Personnel Services	$ 53,450	$ 53,450	$ 11,100	21%
52 - Professional Services	24,000	24,000	5,504	23%
55 - Other Operating Expenses	2,400	2,400	-	0%
Expenditure Total:	**$ 79,850**	**$ 79,850**	**$ 16,604**	**21%**

- **Budget Overview**
  - Major Expenditures: None
  - Variance: None

- **Major Financial Changes or Concerns:**
  - Community desire to bring back additional Code Compliance officer and/or hire park ranger has significant budget implications. Not anticipated to be offset through increased animal control- or code compliance-related revenues.
  - Animal Control Officer certification not budgeted for, but would be beneficial for at least one officer to be certified. Researching certification process, timing and costs for possible mid-year adjustment request.

V. Community Engagement and Outreach

- **Engagement Activities**:
  - Posted in City Newsletter regarding need for animal fosters and volunteer dog walkers. (August)
  - Off-leash dog patrols and contacts in Carpinteria Bluffs Preserve. (ongoing)

- **Feedback Received:**
  - Off-leash dogs persist in City open space areas.
  - Code Compliance/park ranger presence requested near seal rookery to aid in enforcement of seasonal beach closure and marine mammal avoidance.

- **Response to Feedback:**
  - Feedback acknowledged. City Council to consider budgeting for additional code compliance/park ranger staff as part of FY25-26 budget.

VI. Conclusion

- Modest progress underway related to improved compliance with leash laws and licensing requirements. Additional public outreach and efforts to ease licensing renewals/enforcement remain. Initial efforts to improve advertising for adoptable pets appears to be working. Steps need to be formalized in administrative policy for ongoing replication. Continue efforts to increase participation in animal volunteer/foster. Training/certification for animal control officers remains an important priority for officer safety.
- Code Compliance Supervisor, David Hernandez, is responsible for overseeing and implementing most of the City's animal control-related programs. Animal Medical Clinic staff provide important support for after-hours animal control calls and foster/medical care for found pets. AMC staff also often assist in the successful re-homing of adoptable pets. Dog foster volunteers, including Lee Heller, are also important in providing training, socialization, and care for adoptable pets until they can be re-homed.

Public Works Department

First Quarter Reports for the Fiscal Year 2024/25 Budget

Program: Public Works Administration

Department: Public Works
Funding Source(s): Gas Tax, General Fund, and Measure A

I. Executive Summary

The Public Works Administration Program is responsible for the planning, organizing, and directing of all services in the Public Works Department. This program's goal is to enhance departmentwide operational and production efficiency. There are two (2) quantifiable objectives, and the status thereof is shown in the table below. Status of budget for implementing the program's goal is also shown below. Finally, primary department positions, whom worked on the program's goal, are also acknowledged below.

II. Key Highlights

- **Major Milestones Achieved:**
  - Maintenance staff currently utilizing new computer maintenance management system, GoGov.

- **Significant Issues or Challenges Encountered:**
  - No budget for purchasing new mobile devices. However, existing mobile workspace devices are reassigned in cases of staff turnover.

- **Upcoming Priorities for the Next Quarter:**
  - Outfit new maintenance staff with mobile workspace device to utilize GoGov.
  - Finalize telework policy.

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
City Council Primary Goal #5: Invest in a High-Performance Team at City Hall.
GOALS AND STATUS

Goal: To enhance departmentwide operational and production efficiency.
Status
- **Current Progress:** ***On Track***
- **Actions Taken This Quarter:**
  - Objective 1. Attain 100% of maintenance staff performing same-day, real-time status reporting on job site.
  ✓ Maintenance staff currently utilizing new computer maintenance management system, GoGov.
  ✓ Reviewing customer satisfaction surveys in weekly Department staff meetings.
  - Objective 2. Attain 100% of administrative staff reducing commute stress and fatigue.

- ✓ Department is currently coordinating with the City Manager in drafting telework policy.

Challenges:

- No budget for purchasing new mobile devices. However, existing mobile devices are reassigned in cases of staff turnover.

Next Steps:

- Outfit new maintenance staff with mobile workspace device to utilize GoGov.
- Follow-up with finalizing telework policy and implement including assigning telework schedules.

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 401 - Public Works Administration				
Revenue				
43 - Intergovernmental	$ 40,000.00	$ 40,000.00	$ -	0%
44 - Fines & Forfeitures	1,200.00	1,200.00	-	0%
45 - Charges for Services	2,500	2,500	17,197	688%
48 - Miscellaneous Revenue	13,000	13,000	180	1%
Revenue Total:	**$ 56,700**	**$ 56,700**	**$ 17,377**	**31%**
Expenditure				
51 - Personnel Services	$ 258,550	$ 258,550	$ 54,646	21%
52 - Professional Services	40,000	40,000	-	0%
54 - Utilities	750	750	178	24%
55 - Other Operating Expenses	17,000	17,000	4,168	25%
Expenditure Total:	**$ 316,300**	**$ 316,300**	**$ 58,992**	**19%**

Budget Overview

- Major Expenditures: None.
- Variance: None.

Major Financial Changes or Concerns

- None.

V. Community Engagement and Outreach

Engagement Activities: None.
Major Expenditures: None.
Feedback Received: None.
Response to Feedback: None.

VI. Conclusion

Summary of Overall Progress:

- There is virtually no use of paper with the new computer maintenance management system. All maintenance staff are outfitted with some form of mobile workspace device such as a rugged, touch-screen tablet with detachable keyboard and/or mobile smart phone. All mobile workspace devices are able to remotely connect via Wi-Fi or cellular network.

- **Acknowledgment of Contributions from Departments, Staff, and Community Members**
  - Management Analyst primarily worked on the program's goal.

Program: Capital Improvements

Department: Public Works
Funding Source(s): Capital Improvement, Development Impact Fee, Gas Tax, General, Local Transportation, Measure A, Parking and Business Improvement Area, Revolving, and Road Maintenance Rehabilitation Funds

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I. Executive Summary

The Capital Improvements Program consists of capital projects greater than $10,000 in value and generally financed with specific funds intended only for capital improvements. Capital projects are listed in the Capital Improvement Plan (CIP) and substantiated or prioritized in conformance with the General Plan and Local Coastal Plan, master plans, and/or special studies. (The term, Capital Improvements Program, also refers to a budgetary category in the City's fiscal year budget and is interchangeably called CIP.) The CIP includes capital projects for Alternative Transportation, General Facilities, Highway Interchanges and Bridges, Parking Facilities, Parks and Recreation Facilities, Storm Drain Facilities, Streets and Thoroughfares, and Traffic Control Facilities.

This program's goal is to increase capital project revenues. There is one (1) quantifiable objective, and the status thereof is shown in the table below. Status of budget for implementing the program's goal is also shown below. Finally, primary department positions, whom worked on the program's goal, are also acknowledged below.

II. Key Highlights

Major Milestones Achieved:

- All thirteen (13) Fiscal Year 2024/25 programmed capital projects are in progress.
- Three (3) capital projects are under construction.
- Ten (10) capital projects are under design.

Significant Issues or Challenges Encountered:

- Fiscal Year 2024/25 Capital Improvements Program Budget initially appropriated less funding (≈$6M) for pavement maintenance and rehabilitation projects. However, ≈$400K of Local Surface Transportation Program (LSTP) funds was recently appropriated by City Council.
- Federal-aid grants from the Infrastructure Investment and Jobs Act are a nationwide competition.

Upcoming Priorities for the Next Quarter:

- Outfit new maintenance staff with mobile workspace device to utilize GoGov.
- Finalize telework policy.

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):

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

GOALS AND STATUS

Goal: To increase capital project revenues.

Status

- **Current Progress:** ***On Track***
- **Actions Taken This Quarter:**
  - Objective. Secure federal- and/or state-aid funds at no less than 75% of project cost.
    - ✓ In April 2024, Highway Bridge Program federal-aid funds in amount of ≈$12.4M were secured for the construction phase, which is ≈88.53% of the total cost (≈$14M)
    - ✓ In May 2024, Community Development Block Grant federal-aid funds in the amount of $570K were secured for the construction phase, which is ≈44% of the total cost (≈$1.3M).
    - ✓ In February 2024, staff submitted a grant application for federal-aid funds in the amount of $3.4M for the construction phase, which is ≈80% of the total cost (≈$4.6M), from the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) discretionary grant program of the Infrastructure Investment and Jobs Act. Unfortunately, the project was not selected for award. On September 18, 2024, staff met with the federal government for a debrief of the City's grant application. In brief, the grant application was able to demonstrate a technical need for the proposed pavement improvements including pedestrian facility accessibility upgrades, but high evaluation points are/were scored towards disadvantaged communities.
    - ✓ In May 2024, a grant application was submitted for federal-aid funds in the amount of ≈$383K for the construction phase, which is ≈90% of the total cost (≈$426K), from the Safe Streets and Roads for All (SS4A) discretionary grant program of the Infrastructure Investment and Jobs Act.
    - ✓ A combination of staff and consulting grant services are teamed to prepare the Active Transportation Program (ATP) Cycle 7 grant application for state-aid funds towards continuation of the design phase including the environmental document for the Rincon Multi-Use Trail Project.
- **Challenges:**
  - Federal-aid grants from the Infrastructure Investment and Jobs Act are a nationwide competition.
- **Next Steps:**
  - Staff will continue to research and pursue any grant program for eligible pavement improvement projects as well as for other infrastructure project needs.

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 403 - Capital Improvements				
Revenue				
43 - Intergovernmental	$ 8,786,500	$ 8,786,500	$ 411,229	5%
Revenue Total:	**$ 8,786,500**	**$ 8,786,500**	**$ 411,229**	**5%**
Expenditure				
51 - Personnel Services	$ 238,100	$ 238,100	$ 49,263	21%
57 - Capital Outlay	16,516,800	16,549,800	581,654	4%
Expenditure Total:	**$16,754,900**	**$16,787,900**	**$ 630,917**	**4%**

Budget Overview

- Major Expenditures: Major expenses come from this program.
- Variance: None.

Major Financial Changes or Concerns

- Budget adjustment for recent appropriation of LSTP funds to the 2022 Pavement Rehabilitation Project.

V. Community Engagement and Outreach

Engagement Activities:

- Staff solicited letters of support from potential partner organizations such as the Carpinteria Unified School District and MOVE Santa Barbara County for grant application for the Reconnecting Communities Pilot Grant Program from the Infrastructure Investment and Jobs Act.

Major Expenditures: None.

Feedback Received:

- Staff received letters of support from Carpinteria Unified School District and Downtown “T” Business Advisory Board for a potential Downtown Carpinteria Sidewalk Project.

Response to Feedback:

- Submitted letters of support with grant application.

VI. Conclusion

Summary of Overall Progress

- A combination of staff and consulting grant services are being utilized in pursuing grant opportunities.

Acknowledgment of Contributions from Departments, Staff, and Community Members

- Engineering Technician, Assistant Engineer, Management Analyst, Environmental Program Manager, and Public Works Director primary worked on the program's goal.

Program: Transportation, Parking and Lighting

Department: Public Works
Funding Source(s): Capital Improvement Projects, Local Transportation, Measure A, Parking and Business Improvement Area, R-O-W Assessment District, and Street Lighting Funds

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I. Executive Summary

The Transportation, Parking and Lighting Program provides for the administration of the services for transit service contracts, public parking lots, and street lights. This program's goal is to increase availability of alternative transportation. There is one (1) quantifiable objective, and the status thereof is shown in the table below. Status of budget for implementing the program's goal is also shown below. Finally, primary department positions, whom worked on the program's goal, are also acknowledged below.

II. Key Highlights

Major Milestones Achieved:

- At its meeting of June 11, 2024, the Transportation Committee received a status report about The Wave microtransit service.

Significant Issues or Challenges Encountered:

- According to SBMTD General Manager Jerry Estrada, there is a shortage of qualified transit drivers.

Upcoming Priorities for the Next Quarter:

- Schedule another Transportation Committee Meeting within the 3rd quarter of the City's fiscal year for status reporting by SBMTD.

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
Transportation Committee – Resolution No. 5928
GOALS AND STATUS

Goal: To increase availability of alternative transportation.

Status

- **Current Progress:** ***Delayed***
- **Actions Take This Quarter:**
  - Objective. Implement microtransit service to reach no less than 30% of population.
    - ✓ At its meeting of June 11, 2024, the Transportation Committee received a status report about The Wave microtransit service.
- **Challenges:**
  - According to SBMTD General Manager Jerry Estrada, there is a shortage of qualified transit drivers.
- **Next Steps:**
  - Schedule another Transportation Committee Meeting within the 3rd quarter of the City's fiscal year for status reporting by SBMTD.

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 411 - Transportation, Parking, & Lighting				
Revenue				
41 - Taxes	$ 234,450	$ 234,450	$ -	0%
44 - Fines & Forfeitures	800	800	-	0%
46 - Interest	5,000	5,000	3,241	65%
Revenue Total:	**$ 240,250**	**$ 123,150**	**$ 3,241**	**3%**
Expenditure				
51 - Personnel Services	$ 123,150	$ 123,150	$ 23,633	19%
52 - Professional Services	268,500	268,500	78,417	29%
53 - Contract Services	8,000	8,000	-	0%
54 - Utilities	151,000	151,000	12,810	8%
55 - Other Operating Expenses	7,000	7,000	1,074	15%
Expenditure Total:	**$ 557,650**	**$ 557,650**	**$ 115,934**	**21%**

- **Budget Overview**
  - Major Expenditures: None.
  - Variance: None.
- **Major Financial Changes or Concerns**
  - None.

V. Community Engagement and Outreach

- **Engagement Activities:** None.
- **Major Expenditures:** None.
- **Feedback Received:** None.

- **Response to Feedback:** None.

VI. Conclusion

- **Summary of Overall Progress**
  - No update is yet provided by SBMTD to date.

- **Acknowledgment of Contributions from Departments, Staff, and Community Members**
  - Public Works Director primarily worked on the program's goal.

Program: Resource Conservation

Department: Public Works
Funding Source(s): General and Measure X Funds

I. Executive Summary

The Resource Conservation Program provides for renewable energy development, energy efficiency, and strategic energy planning. This program's goal is to reduce greenhouse gas emissions. There is one (1) quantifiable objective, and the status thereof is shown in the table below. Status of budget for implementing the program's goal is also shown below. Finally, primary department positions, whom worked on the program's goal, are also acknowledged below.

II. Key Highlights

- **Major Milestones Achieved:**
  - At its meeting of October 7, 2024, the Planning Commission approved the Corporation Yard Carport and associated electric vehicle charging station for a future electric street sweeping equipment.

- **Significant Issues or Challenges Encountered:**
  - Fiscal Year 2024/25 Capital Improvements Program Budget did not appropriate funds for the City Hall Solar Generation and Storage Project.

- **Upcoming Priorities for the Next Quarter:**
  - Complete construction of Corporation Yard Carport.

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
Sustainability Community Policy – Resolution No. 5500
GOALS AND STATUS

Goal: To reduce greenhouse gas emissions.
Status
- **Current Progress:** ***On Track***
- **Actions Take This Quarter:**
  - Objective. Develop 100% energy sustainable and resilient City facilities.
  ✓ At its meeting of October 7, 2024, the Planning Commission approved the Corporation Yard Carport and associated electric vehicle charging station for a future electric street sweeping equipment.
  ✓ Staff is planning for the purchase of a new electric tractor that will replace a diesel tractor for use on parks and open spaces. Incentive program amounts of ≈$65K and ≈$45K are being researched from the Santa Barbara County Air Pollution Control

District and Central Coast Community Energy, respectively, for the purchase of the electric tractor.

- **Challenges:**
  - On September 23, 2024, the City Council directed staff to purchase a preowned street sweeping equipment, discontinue street sweeping equipment rental, and void the purchase order of the electric street sweeping equipment due to delays related to the power system of the electric street sweeping equipment.
- **Next Steps:**
  - Staff will continue to research and pursue any grant and/or incentive program for eligible public facility electrification projects and fleet electrification.

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 461 - Resource Conservation				
Revenue				
48 - Miscellaneous Revenue	$ 4,000	$ 4,000	$ 4,685	117%
Revenue Total:	**$ 4,000**	**$ 4,000**	**$ 4,685**	**117%**
Expenditure				
51 - Personnel Services	$ 36,150	$ 36,150	$ 7,450	21%
53 - Contract Services	2,000	2,000	-	0%
55 - Other Operating Expenses	4,750	4,750	29	1%
Expenditure Total:	**$ 42,900**	**$ 42,900**	**$ 7,479**	**17%**

- **Budget Overview**
  - Major Expenditures: None.
  - Variance: None.
- **Major Financial Changes or Concerns**
  - None.

V. Community Engagement and Outreach

- **Engagement Activities:**
  - Community review by the Planning Commission was engaged for the Corporation Yard Carport.
- **Major Expenditures:** None.
- **Feedback Received:**
  - Planning Commission inquired whether more electric vehicle charging stations are planned for
- **Response to Feedback:**

- Staff affirmed the City's commitment to alternative fuel facilities including electric vehicle charging stations.

VI. Conclusion

Summary of Overall Progress

- Funding for the replacement of gas-powered equipment with electric-powered equipment has been procured utilizing a mix of grant funds and incentive programs. Grant funds procured to date have been those distributed by the Santa Barbara County Air Pollution Control District, and incentive funding has been from the Central Coast Community Energy's programs.

Acknowledgment of Contributions from Departments, Staff, and Community Members

- Engineering Technician, Assistant Engineer, Management Analyst, Environmental Program Manager, Public Works Supervisor, Parks and Facilities Supervisor, and Public Works Director primarily worked on the program's goal.

Program: Solid Waste

Department: Public Works
Funding Source(s): AB 939, Revolving, and Solid Waste Franchise Fee Funds

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I. Executive Summary

The Solid Waste Program provides for solid waste collection including handling, disposal, and recycling operations; and street sweeping. The City contracts with E.J. Harrison and Sons, Inc. under a franchise agreement. The program also provides for the collection of antifreeze, batteries, oil, and paint (ABOP); and the annual household hazardous waste and household goods including electronic waste (E-Waste).

This program's goal is to increase landfill diversion. There are two (2) quantifiable objectives, and the status thereof is shown in the table below. Status of budget for implementing the program's goal is also shown below. Finally, primary department positions, whom worked on the program's goal, are also acknowledged below.

II. Key Highlights

Major Milestones Achieved:

- 2,576 of 2,578 residential customers in curbside organic waste collection program.
- 53 businesses in curbside organic waste collection program. 50 of 300 commercial accounts are required to comply.
- All 86 multi-family in green waste program.

Significant Issues or Challenges Encountered:

- Restaurants and retail sale locations experience high-turnover.

Upcoming Priorities for the Next Quarter:

- Obtain staff capacity or consulting services with bilingual capabilities to continue public education.

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
Sustainability Community Policy – Resolution No. 5500
GOALS AND STATUS

Goal: To increase landfill diversion.

Status

- **Current Progress:** ***On Track***
- **Actions Take This Quarter:**
  - Objective 1. Attain 100% of resident and business participation in curb-side organic collection service.
    - ✓ 2,576 of the 2,578 residential customers (defined as properties with 4 or fewer units) in Carpinteria have curbside organic waste collection. Only 50 of the 300 commercial accounts are required to comply with these requirements; 53 businesses participate in the program. All 86 multi-family (those properties with 5 or more units) participate in a green waste program. The City issues waivers for organic waste service based on several factors. Customers must submit a waiver application, which triggers a waste audit to determine if a waiver should be granted or not.
  - Objective 2. Attain 100% of food and beverage provider participation in the regulation of single-use plastic take-out food ware, as well participation in retail sale regulations related to single-use plastic food ware and mylar ballons.
    - ✓ This measure is ongoing, and it is unlikely for 100% compliance will be met in FY 2024/25. This is a multi-year implementation project that will require repeated site visits and education.
- **Challenges:**
  - Restaurants and retail sale locations experience high-turnover. So, regularly visiting businesses is necessary for these regulations to be successful. One of the primary functions of the Environmental Program Specialist will be outreach for regulations related to solid waste, which includes this measure. One additional challenge is language and cultural barriers. The types of businesses that are required to comply with the above measures often employ staff that are non-English speaking and may have other cultural barriers to understanding the regulations.
- **Next Steps:**
  - Staff will be visiting restaurants and food-ware retail locations throughout the fiscal year to educate their staff and begin enforcement activities.

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 421 - Solid Waste				
Revenue				
43 - Intergovernmental	$ 99,000	$ 99,000	$ -	0%
45 - Charges for Services	296,500	296,500	-	0%
48 - Miscellaneous Revenue	-	-	2,843	0%
Revenue Total:	**$ 395,500**	**$ 395,500**	**$ 2,843**	**1%**
Expenditure				
51 - Personnel Services	$ 357,200	$ 357,200	$ 56,914	16%
52 - Professional Services	22,000	22,000	5,298	24%
53 - Contract Services	105,000	105,000	2,843	3%
55 - Other Operating Expenses	69,350	69,350	33,741	49%
Expenditure Total:	**$ 553,550**	**$ 553,550**	**$ 98,796**	**18%**

Budget Overview

- Major Expenditures: None.
- Variance: None.

Major Financial Changes or Concerns

- None.

V. Community Engagement and Outreach

Engagement Activities:

- Outreach was on hold for these measures for much of this quarter due to insufficient staff capacity.

Major Expenditures: None.

Feedback Received: None.

Response to Feedback: None.

VI. Conclusion

Summary of Overall Progress

- Staff visited 113 of the 122 identified businesses that must comply with the single-use plastics regulations. Those businesses that were not visited were primarily due to language barriers. The City is exploring options for outreach in other languages. Solid waste collection outreach is conducted in partnership with E.J. Harrison & Sons, who has exceeded contract expectations in their diligence to enroll those customers required to comply with organic waste diversion requirements.
- Maintenance staff in partnership with E.J. Harrison and Sons have both been critical to meeting these accomplishments. For the most part, the community has been receptive to the requirements, which is likely partially due to the large amount of outreach that was done via the Coastal View News, City Newsletter,

website, and waste billing inserts. Staff also had conducted in-person outreach to businesses and has started hosting composting workshops for residents.

- **Acknowledgment of Contributions from Departments, Staff, and Community Members**
  - Maintenance staff and Environmental Program Manager primarily worked on the program's goal.

Program: Watershed Management

Department: Public Works
Funding Source(s): Development Impact Fee, Gas Tax, General, Measure A, and Revolving Funds

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I. Executive Summary

The Watershed Management Program provides for the public outreach and education of stormwater quality; tracking of illicit discharges; water quality testing at storm drain outfalls or discharge areas; implementation and enforcement of stormwater quality best management practices (BMPs) for development, redevelopment, and City operations; regional coordination; and the overall stewardship of local watersheds by regulating stormwater runoff into creeks and salt marsh. The program was created in response to a need to comply with the National Pollutant Discharge Elimination System (NPDES) Phase II Small Municipal Separate Storm Sewer System (MS4) Permit.

This program's goal is to protect local watersheds. There is one (1) quantifiable objective, and the status thereof is shown in the table below. Status of budget for implementing the program's goal is also shown below. Finally, primary department positions, whom worked on the program's goal, are also acknowledged below.

II. Key Highlights

- **Major Milestones Achieved:**
  - None.

- **Significant Issues or Challenges Encountered:**
  - The draft Phase II MS4 Permit has multiple new requirements incorporated that go above the Trash Amendment in the Ocean Plan, which is the driver behind the Trash Implementation Plan and other trash provisions.

- **Upcoming Priorities for the Next Quarter:**
  - Obtain staff capacity or consulting services with bilingual capabilities to continue public education.

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
Sustainability Community Policy – Resolution No. 5500 National Pollutant Discharge Elimination System (NPDES) Phase II Small Municipal Separate Storm Sewer System (MS4) Permit
GOALS AND STATUS
Goal: To protect local watersheds. ***Status***

- **Current Progress:** *On Track*
- **Actions Take This Quarter:**
  - Objective. Implement Trash Implementation Plan regulations.
    - ✓ Expansion of this measure is currently on hold. Measures that were identified in the draft Trash Implementation Plan, which was submitted in 2018 to the State Water Resources Control Board, have been met as of 2022. Since these plans have not been accepted by Regional Water Quality Control Board, it is unknown at this time for what the final permit requirements will be and further implementation above what the City is already doing is on hold.
    - ✓ Staff continues to implement the regulations in the current NPDES Phase II Small MS4 Permit.
- **Challenges:**
  - The draft Phase II MS4 Permit has multiple new requirements incorporated that go above the Trash Amendment in the Ocean Plan, which is the driver behind the Trash Implementation Plan and other trash provisions.
- **Next Steps:**
  - Staff continues to coordinate with SWRCB staff.

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 451 - Watershed Management				
Expenditure				
51 - Personnel Services	$ 117,200	$ 117,200	$ 21,810	19%
53 - Contract Services	95,000	95,000	-	0%
55 - Other Operating Expenses	23,100	23,100	1,196	5%
Expenditure Total:	**$ 235,300**	**$ 235,300**	**$ 23,006**	**10%**

- **Budget Overview**
  - Major Expenditures: None.
  - Variance: None.
- **Major Financial Changes or Concerns**
  - None.

V. Community Engagement and Outreach

- **Engagement Activities:** None.
- **Major Expenditures:** None.
- **Feedback Received:** None.
- **Response to Feedback:** None.

VI. Conclusion

Summary of Overall Progress

- Staff continues to implement the regulations in the current NPDES Phase II Small MS4 Permit as well as coordinate with SWRCB staff in update of the NPDES Phase II Small MS4 Permit.

Acknowledgment of Contributions from Departments, Staff, and Community Members

- Maintenance staff and Environmental Program Manager primarily worked on the program's goal.

Program: Street, Fleet, and Parks and Facilities Maintenance

Department: Public Works
Funding Source(s): Capital Improvement, Gas Tax, General, Library, Local Transportation, Measure A, Measure X, Park Maintenance, Recreation Services, R-O-W Assessment District, and Tidelands Trust Funds

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I. Executive Summary

The Street Maintenance Program provides for the maintenance of all City streets including rights-of-way. The Fleet Maintenance Program provides for the maintenance of all City fleet including vehicles and equipment. The Parks and Facilities Maintenance Program provides for the maintenance of all City parks and open spaces.

This program's goal is to increase and diversify maintenance operations capabilities. There is one (1) quantifiable objective, and the status thereof is shown in the table below. Status of budget for implementing the program's goal is also shown below. Finally, primary department positions, whom worked on the program's goal, are also acknowledged below.

II. Key Highlights

- **Major Milestones Achieved:**
  - None.

- **Significant Issues or Challenges Encountered:**
  - Due to injuries, half of the Street Maintenance Program staff are unable to attend any training.

- **Upcoming Priorities for the Next Quarter:**
  - Attain 100% healthy Maintenance staff.

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
City Council Primary Goal #5: Invest in a High-Performance Team at City Hall.
GOALS AND STATUS
Goal: To increase and diversify maintenance operations capabilities. ***Status*** - **Current Progress:** ***On Track*** - **Actions Take This Quarter:**   - Objective. Possess at least one (1) special skill, e.g. carpentry, mechanical, electrical, plumbing, concrete finishing, equipment operation, etc.

- ✓ Two (2) maintenance staff, one from the Street Maintenance Program and the other from the Parks and Facilities Maintenance Program, are scheduled to attend landscape irrigation skills training in November.

Challenges:

- Due to injuries, half of the Street Maintenance Program staff are unable to attend any training.

Next Steps:

- Continue on with training.
- Diversify maintenance operations capabilities with special event hospitality skills from part-time Parks and Facilities Attendant staff for public facility rentals (e.g. Veterans Memorial Building).

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 431 - Street Maintenance				
Revenue				
43 - Intergovernmental	$ 1,810,350	$ 1,810,350	$ 99,062	5%
45 - Charges for Services	-	-	9,065	0%
46 - Interest	15,150	15,150	7,016	46%
Revenue Total:	**$ 1,825,500**	**$ 1,825,500**	**$ 115,143**	**6%**
Expenditure				
51 - Personnel Services	$ 221,850	$ 221,850	$ 41,903	19%
52 - Professional Services	48,000	48,000	35,316	74%
53 - Contract Services	229,000	229,000	950	0%
54 - Utilities	25,550	25,550	1,669	7%
55 - Other Operating Expenses	160,500	160,500	25,445	16%
57 - Capital Outlay	819,500	819,500	85,982	10%
Expenditure Total:	**$ 1,504,400**	**$ 1,504,400**	**$ 191,266**	**13%**

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 441 - Right-of-Way Maintenance				
Revenue				
44 - Fines & Forfeitures	$ 50	$ 50	$ -	0%
47 - Special Assessments	198,400	198,400	-	0%
Revenue Total:	**$ 198,450**	**$ 198,450**	**$ -**	**0%**
Expenditure				
51 - Personnel Services	$ 124,100	$ 124,100	$ 24,560	20%
53 - Contract Services	293,500	293,500	123,571	42%
54 - Utilities	63,400	63,400	9,791	15%
55 - Other Operating Expenses	61,500	61,500	6,919	11%
Expenditure Total:	**$ 542,500**	**$ 542,500**	**$ 164,840**	**30%**

Budget Overview

- Major Expenditures: None.
- Variance: None.

- **Major Financial Changes or Concerns**
  - None.

V. Community Engagement and Outreach

- **Engagement Activities:** None.
- **Major Expenditures:** None.
- **Feedback Received:** None.
- **Response to Feedback:** None.

VI. Conclusion

- **Summary of Overall Progress**
  - Training of maintenance staff is continuing.
- **Acknowledgment of Contributions from Departments, Staff, and Community Members**
  - Public Works Supervisor, Parks and Facilities Supervisor, and Public Works Director primarily worked on the program's goal

Parks, Recreation & Community Services Department

First Quarter Reports for the Fiscal Year 2024/25 Budget

Program: Parks, Recreation & Community Services Administration

Department: Parks, Recreation, and Community Services
Funding Source(s): General, Measure X, Tidelands, Recreation, Parks, and Revolving Funds

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I. Executive Summary

The department successfully migrated BBQ/Picnic and Veterans Hall rentals to an online platform, RecDesk. The department is actively pursuing administrative efficiencies and improvements, including the integration of sports field rentals and special events into RecDesk. Additionally, the department is working to establish comprehensive, department-wide policies to streamline operations.

II. Key Highlights

Major Milestones Achieved:

- Migrated BBQ/Picnic and Vets Hall rentals to RecDesk
- 200 AgeWell participants
- 95 AgeWell programs per month
- Created 3 new AgeWell programs geared towards senior men
- Hosted the first Spanish speaking AgeWell Event
- 26 AgeWell Volunteers
- 104 community gardeners
- Transitioned all garden registration and payments online

Significant Issues or Challenges Encountered:

- New staff throughout the Department

Upcoming Priorities for the Next Quarter

- Continue to migrate all PRCS Rentals to the online platform (field rentals, special events, etc.)
- Finalize department wide cancellation and refund policies
- Draft “Sponsorship, Donation and Fundraising” Policy

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
City Council Primary Goal #5: Invest in a High-Performance Team at City Hall.
GOALS AND STATUS

1. **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

- **Current Progress:** ***On Track***

- **Actions Taken This Quarter:**
  - A series of 'how to' guides have been created for the use of RecDesk, the online platform for recreation management.
  - Training materials have been created for new staff regarding departmental policies and procedures.
  - Weekly department management meetings occur on an ongoing basis and have proven to be extremely beneficial for the team.

- **Challenges:** None

- **Next Steps:**
  - Meet with Risk Management to review policies and procedures that need to be included in the staff handbook.
  - Plan the first all-staff department meeting.
  - Continue to draft employee handbook and collect relevant and necessary materials.

2. **Goal:** Revise the mission statement for the Parks, Recreation, & Community Services Department.

Status

- **Current Progress:** ***Not Started*** (planned to begin in Q2)

- **Actions Taken This Quarter:** None

- **Challenges:** None

- **Next Steps:**
  - Solicit ideas from staff for a mission statement
  - Begin drafting a mission statement

3. **Goal:** Implement meeting & training schedule.

Status

- **Current Progress:** ***On Track***

- **Actions Taken This Quarter:**
  - Established weekly PRCS 'management' staff meeting

- **Challenges:** None

- **Next Steps:**
  - Schedule a department wide all staff meeting

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
City Council Primary Goal #1: Enhance Public Outreach, Education and Transparency.
GOALS AND STATUS

1. **Goal:** Modernize Operations and Improve Customer Experience. Enhance Customer Engagement and Satisfaction through Modern Communication channels.

Status

- **Current Progress:** ***Completed***

- **Actions Taken This Quarter:**
  - Reservations for BBQ/Picnic rentals and Veterans Hall Rentals have been moved to the online platform RecDesk.

- **Challenges:**
  - Past policies and procedures were too complicated and cumbersome for RecDesk and needed to be revised which added time to the project.

- **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.

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
City Council Primary Goal #4: Strengthen Community Institution and Collaboration.
GOALS AND STATUS

1. **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

- **Current Progress:** ***On Track***

- **Actions Taken This Quarter:**
  - Presented to Morning Rotary and Noon Rotary
  - Hosted 3 male programming focus group meetings
  - Hosted Veterans Commission quarterly meeting
  - Started Veterans weekly meet up
  - Hosted an outdoor storytelling event on September 24, 2024
  - Hosted "Dia de los Abuelos" event August 28, 2024
  - Met with Family Services Agency to begin a Spanish PEARL program (Program to Encourage Active, Rewarding Lives)
  - Collaborating with Children's Project and Las Promotoras
  - Held first support group with Hospice Compassionate Care
  - Hosted Hopenet for presentation and discussion

- **Challenges:**
  - Behavioral issues by some of the attendees. Staff implemented and reinforced AgeWell's Codes of Conduct to ensure that all attendees to the City's senior programming can feel safe, and enjoy a pleasant environment.

- **Next Steps:**
  - Continue developing engaging programming and foster diverse engagement with our community.
  - Continue to pursue funding opportunities

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
Enhance Public Outreach, Education and Transparency.
GOALS AND STATUS

2. **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

- **Current Progress:** ***On Track***

- **Actions Taken This Quarter:**
  - Started monthly garden e-newsletter
  - Connected with gardeners

- **Challenges:** None

- **Next Steps:**

- Begin work on establishing a volunteer recognition program for garden volunteers. Collaborate with gardeners to establish workshops and educational sessions.

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 501 - Parks & Recreation Administration				
Revenue				
45 - Charges for Services	$ 96,700	$ 96,700	$ 20,486	21%
48 - Miscellaneous Revenue	45,600	45,600	-	0%
Revenue Total:	**$ 142,300**	**$ 142,300**	**$ 20,486**	**14%**
Expenditure				
51 - Personnel Services	$ 588,200	$ 588,200	$ 125,894	21%
52 - Professional Services	33,000	33,000	250	1%
53 - Contract Services	47,700	47,700	7,233	15%
54 - Utilities	23,800	23,800	3,269	14%
55 - Other Operating Expenses	112,900	112,900	3,031	3%
57 - Capital Outlay	15,000	15,000	-	0%
Expenditure Total:	**$ 820,600**	**$ 820,600**	**$ 139,677**	**17%**

Budget Overview

- Major Expenditures: None
- Variance: None

Major Financial Changes or Concerns

- None

V. Community Engagement and Outreach

Engagement Activities:

- Participated in July 4th parade
- Participated in National Night Out
- AgeWell presented to Morning and Noon Rotary
- Community Garden hosted several school visits

Feedback Received: None

Response to Feedback: None

VI. Conclusion

Summary of Overall Progress

- The first quarter of FY 2024/25 has been marked by significant achievements and growth for AgeWell. AgeWell will continue to seek funding opportunities, expand partnerships, and develop innovative programs that meet the diverse needs of the community.

- The Carpinteria Community Garden remains a thriving hub for gardening enthusiasts, fostering a sense of community and promoting sustainable practices. With a growing membership base and a commitment to providing a positive and welcoming environment, the garden is excited to continue supporting the gardeners and contributing to the vibrant fabric of Carpinteria.

- **Acknowledgment of Contributions from Departments, Staff, and Community Members**
  - The Public Works staff for their dedicated care and maintenance of the parks, community garden, and Veterans Memorial Building.
  - Ryan Benson, for his key role in transitioning BBQ/Picnic and Veterans Memorial Building rentals to the online platform, RecDesk.
  - The Carpinteria Community Library for its exceptional partnership and commitment to serving the senior community. The collaborative efforts between AgeWell and the Library have been instrumental in delivering enriching programs and resources.
  - The AgeWell Team, including Jena Jenkins and Amy Stanfield, along with the dedicated volunteers, instructors, and guest lecturers, whose passion and expertise have made a profound impact on the senior community.
  - The City's Communications team and Public Works for their ongoing collaboration and valuable support.
  - Joe Gottwald, for his outstanding contributions to the Carpinteria Community Garden.

Program: Community Pool Services

Department: Parks, Recreation, and Community Services
Funding Source(s): Measure X and Recreation Funds

I. Executive Summary

Carpinteria Community Pool had a safe and busy summer, holding swim lessons, hosting outside groups and providing recreational and lap swim time for the community.

II. Key Highlights

- **Major Milestones Achieved:**
  - Over 300 youth participated in summer swim lessons
  - 1375 Adult Lap Swim entries
  - 496 Aqua Aerobics entries
  - 308 Masters Swim entries
  - 204 Youth Recreational swim entries
  - Hosted multiple groups including Boys & Girls Club and Fun In the Sun

- **Significant Issues or Challenges Encountered:**
  - None

- **Upcoming Priorities for the Next Quarter**
  - Draft comprehensive Policies & Procedures staff handbook
  - Create public facing annual calendar

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
City Council Primary Goal #1: Enhance Public Outreach, Education and Transparency.
GOALS AND STATUS
1. **Goal:** Establish and maintain a comprehensive program planning and communication framework. ***Status*** - **Current Progress:** ***On Track*** - **Actions Taken This Quarter:** • The creation of an annual program calendar for Community Pool activities and programs has begun. Working on inputting all key program dates, closures due to outside pool use and holidays as well as planning out Spring and Summer 2025 dates.

- The PRCS Department has purchased a subscription to an online survey platform for future survey distribution and feedback collection.

Challenges: None

Next Steps:

- Finalize the annual calendar and ensure it is visually appealing and optimized for public viewing and online posting.

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
City Council Primary Goal #5: Invest in a High-Performance Team at City Hall.
GOALS AND STATUS

1. **Goal:** Develop and implement a comprehensive staff development and operations program.

Status

Current Progress: ***On Track***

Actions Taken This Quarter:

- Work has begun on the creation of a Staff Policy and Procedures Handbook. Past policies and procedures have been inputted and updated and staff are working on formalizing and memorializing policies and procedures that are best practice but have not been documented in the past.

Challenges: None

Next Steps:

- Continue working on Staff Policy & Procedures Handbook with the target completion of the end of Q2.

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 521 - Community Pool Services				
Revenue				
42 - Licenses & Permits	$ 300	$ 300	$ 90	30%
43 - Intergovernmental	3,000	3,000	-	0%
45 - Charges for Services	299,000	299,000	70,677	24%
48 - Miscellaneous Revenue	44,000	44,000	-	0%
Revenue Total:	**$ 346,300**	**$ 346,300**	**$ 70,767**	**20%**
Expenditure				
51 - Personnel Services	$ 419,200	$ 419,200	$ 115,693	28%
52 - Professional Services	2,500	2,500	300	12%
53 - Contract Services	40,000	40,000	-	0%
54 - Utilities	136,950	136,950	14,176	10%
55 - Other Operating Expenses	29,000	29,000	2,256	8%
Expenditure Total:	**$ 627,650**	**$ 627,650**	**$ 132,425**	**21%**

- **Budget Overview**
  - Major Expenditures: None
  - Variance: None

- **Major Financial Changes or Concerns**
  - None
  -

V. Community Engagement and Outreach

- **Engagement Activities:**
  - Staff have met with staff from CUSD to discuss and plan out 2024-2025 school use of the Community Pool.
  - Participated in the National Night Out
  - Participated in Girls Inc. Career Day

- **Feedback Received:** None

- **Response to Feedback:** None

VI. Conclusion

- **Summary of Overall Progress**
  - Overall, it was a successful and safe summer at the Community Pool. Staff are making good progress on their workplan goals while still operating the community pool with year-round programming.

- **Acknowledgment of Contributions from Departments, Staff, and Community Members**

- The Community Pool staff would like to thank the Public Works team, especially Manny Gonzalez for their hard work and dedication to keep the pool in great shape.
- PRCS Department would like to thank Kalyn and John, Aquatics Coordinators, for their hard work and continued leadership.

Program: Ocean Beach Services

Department: Parks, Recreation, and Community Services
Funding Source(s): General, Measure X, and Tideland Trust Funds

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I. Executive Summary

Ocean beach services had a busy summer season including the end of the 7-week Junior Lifeguard program. Staffing provided to be an ongoing challenge at the beach, the team is already working on ways to improve recruitment techniques for the next season.

II. Key Highlights

- **Major Milestones Achieved:**
  - 201 Junior Lifeguard participants
  - 14 Water Rescues
  - 59 First Aid incidents
  - 7 Lost Person incidents
  - 317 Safety Contacts
  - 28 Sting Ray stings
  - 3 Major Incidents (911 called)

- **Significant Issues or Challenges Encountered:**
  - Limited Ocean Beach Lifeguard staff

- **Upcoming Priorities for the Next Quarter**
  - Planning and scheduling for next season
  - Create recruitment and training plan for next season
  - Clean, inventory and restock all equipment and supplies

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
City Council Primary Goal #3: Take Steps to Address the Fiscal Sustainability of the City.
GOALS AND STATUS

1. **Goal:** Streamline and Improve Customer Service for Boathouse Operations.
Status
- **Current Progress:** ***Completed***
- **Actions Taken This Quarter:**
  • Point of Sale (POS) system launched
  • All operations were out of the Boathouse on Ash Ave.

- **Challenges:** None
- **Next Steps:** None

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
Carpinteria Municipal Code (CMC) 2.20.080 establishing Ocean Beach Services.
GOALS AND STATUS

1. **Goal:** Develop and implement a comprehensive staff development and operations program for the City of Carpinteria Beach Lifeguard Program.

Status

- **Current Progress:** ***On Track***
- **Actions Taken This Quarter:**
  - Work has begun 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:** None
- **Next Steps:**
  - Continue working on Staff Policy & Procedures Handbook with the target completion of the end of February 2025.

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
Carpinteria Municipal Code (CMC) 2.20.080 - Establishing Ocean Beach Services
GOALS AND STATUS

1. **Goal:** Ensure the continuation and success of the Junior Lifeguard program.

Status

- **Current Progress:** ***On Track***
- **Actions Taken This Quarter:**
  - Enrollment of 201participants
  - End of program survey distributed to participant parents
  - Staff debrief session and brain storming for next season completed

- **Challenges:** None

- **Next Steps:**
  - Revise participant survey for Summer 2025 to allow for data collection vs. open ended questions which cannot be quantified.
  - Planning for next season.
  - Inventory and purchasing of equipment and supplies.

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 531 - Ocean Beach Services				
Revenue				
43 - Intergovernmental	$ 8,750	$ 8,750	$ -	0%
45 - Charges for Services	496,900	496,900	48,816	10%
46 - Interest	5,000	5,000	2,456	49%
48 - Miscellaneous Revenue	-	-	8,376	0%
Revenue Total:	**$ 510,650**	**$ 510,650**	**$ 59,649**	**12%**
Expenditure				
51 - Personnel Services	$ 311,350	$ 311,350	$ 93,362	30%
53 - Contract Services	40,000	40,000	3,425	9%
54 - Utilities	7,750	7,750	1,334	17%
55 - Other Operating Expenses	48,000	48,000	6,434	13%
Expenditure Total:	**$ 407,100**	**$ 407,100**	**$ 104,556**	**26%**

- **Budget Overview**
  - Major Expenditures: None
  - Variance: None

- **Major Financial Changes or Concerns**
  - None

V. Community Engagement and Outreach

- **Engagement Activities:**
  - Participated in July 4th Parade
  - Weekly Junior Lifeguard highlight in the Coastal View News

- **Feedback Received:** None

- **Response to Feedback:** None

VI. Conclusion

- **Summary of Overall Progress**
  - Ocean Beach services had a busy summer season and staff continue to plan for next season.

- **Acknowledgment of Contributions from Departments, Staff, and Community Members**
  - Lexi Persoon, for her outstanding leadership in planning and running the Junior Lifeguard program.
  - Jason Rodriguez, for his organization of the Junior Lifeguard Bike Rack Fundraiser, as well as gratitude to all those who generously contributed.
  - All donors who supported the Junior Lifeguard “Swim, Paddle, Run Triathlon” fundraiser.
  - The community volunteers who provided essential assistance during the Carpinteria Competition (Carp Comp) event.
  - The Beach Lifeguard and Junior Lifeguard staff for their dedication and hard work throughout another successful summer season.

Program: Library Services

Department: Parks, Recreation, and Community Services
Funding Source(s): Measure X Fund

I. Executive Summary

Carpinteria Community Library had a busy summer with the 10-week Summer Reading Program titled "I Larv-A Good Book" and basic computer classes added to the program schedule.

II. Key Highlights

- **Major Milestones Achieved:**
  - 2,639 Program participants
  - 2 Citizenship Class series
  - Friends of the Library received $50,000 gift for Literacy

- **Significant Issues or Challenges Encountered:**
  - None

- **Upcoming Priorities for the Next Quarter:**
  - Create job description for .25FTE Literacy Coordinator
  - Begin patio refresh project with Public Works
  - Create digital newsletter

III. 1st Quarter: Status Update

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
City Council Primary Goal # 1: Enhance public outreach, education, and transparency.
GOALS AND STATUS
1. **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*** **Current Progress:** ***Delayed*** **Actions Taken This Quarter:** None **Challenges:** • Team bandwidth limitations – With summer over, the team will be prioritizing this goal in Q2.

- **Next Steps:**
  - Collaborate with Human Resources to establish job description for literacy coordinator and connected with California State Library Literacy Coordinator to gain valuable information on setting up a program.
  - Hire and train Literacy Coordinator
  - Schedule new tutor trainings

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
City Council Primary Goal #5: Invest in a High-Performance Team at City Hall.
GOALS AND STATUS

1. **Goal:** Prioritize staff training and development initiatives to ensure a skilled and motivated workforce capable of delivering high-quality services and programs.

Status

- **Current Progress:** ***On Track***

- **Actions Taken This Quarter:**
  - City Librarian attended Association of Rural and Small Libraries Conference
  - Held Q1 Library staff training

- **Challenges:** None

- **Next Steps:**
  - Participate in FEMA & County of SB EOC training
  - Participate in City provided staff training
  - Full time staff will attend the California Library Association conference in October

AUTHORITY (City Council Goal / Policy Consistency / Mandate / Best practice):
City Council Primary Goal #1: Enhance Public Outreach, Education, and Transparency.
GOALS AND STATUS

1. **Goal:** Boost Library Utilization and Program Participation.

Status

- **Current Progress:** ***On Track***

- **Actions Taken This Quarter:**
  - Hosted Library Card month with a proclamation

- Researched books for a community reads program
- Participated in outreach programs
- Added more than half of projected new library accounts
- Increased circulation overall by 7.6%

Challenges:

- Coordinating with CUSD for Library staff participate in teacher training

Next Steps:

- Create paper calendar
- Mock up a digital newsletter
- Collection ordering
- Determine a title for One Community, One Book read for February and March

IV. Financial Summary

	Original Budget	Current Budget	Fiscal Activity	Percentage Used
Program: 550 - City Library				
Revenue				
43 - Intergovernmental	$ 161,500	$ 161,500	$ -	0%
45 - Charges for Services	3,000	3,000	829	28%
48 - Miscellaneous Revenue	106,500	106,500	12,500	12%
Revenue Total:	**$ 271,000**	**$ 271,000**	**$ 13,329**	**5%**
Expenditure				
51 - Personnel Services	$ 456,250	$ 456,250	$ 90,532	20%
52 - Professional Services	96,200	96,200	20,384	21%
53 - Contarct Services	4,500	4,500	2,325	
55 - Other Operating Expenses	138,500	138,500	15,442	11%
57 - Capital Outlay	25,000	25,000	-	0%
Expenditure Total:	**$ 720,450**	**$ 720,450**	**$ 128,683**	**18%**

Budget Overview

- Major Expenditures: None
- Variance: None

Major Financial Changes or Concerns

- None

V. Community Engagement and Outreach

Engagement Activities:

- Monthly book review in the Coastal View News
- Added a new quarterly column
- Participated in HopeNet Mental Health Fair
- Participated in Girls Inc Extern Program and Completion Event

- National Night Out with SB County Sheriff Department
- Holds monthly Library Advisory Commission Meetings
- Participates in bi-monthly Black Gold meetings
- Participates in monthly Friends of the Library meetings

- **Feedback Received:**
  - Citizenship class and success and computer classes highlighted in the Coastal View News as well as several "halos" with appreciations.

- **Response to Feedback:** None

VI. Conclusion

- **Summary of Overall Progress**
  - The Library is on track to meet expectations and continues to increase card holders and program participants.
  - The Library is averaging 250 people in the library each day and is currently at the limit of what staff can accomplish and manage.

- **Acknowledgment of Contributions from Departments, Staff, and Community Members**
  - Partners in Education were remarkable partners in Q1, providing an excellent computer class series for 40 adult students.
  - The Library appreciates all its volunteers who work with the literacy students and the who help us keep the library organized, a special thanks to Tony Seagal and Deborah Dentler for supporting the citizenship class and providing extra support to those about to interview for naturalization.
  - Brenda Robinson has been extremely helpful to the Library in keeping all accounts organized and budget up to date.

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.

EXHIBIT 6

Agenda Section: Other Business
Agenda Item No.: 17
Council Meeting Date: March 24, 2025

City of Carpinteria

COUNCIL AGENDA STAFF REPORT

ITEM FOR COUNCIL CONSIDERATION

Annual Progress Report on General Plan Implementation

STAFF RECOMMENDATION

Accept the 2024 General Plan Annual Progress Report and direct the Community Development Director to submit the Report to the Governor's Office of Land Use and Climate Innovation (LCI) and the Department of Housing and Community Development.

Sample Motion: I move to accept the 2024 General Plan Annual Progress Report and to direct the Community Development Director to submit the Report to the Governor's Office of Land Use and Climate Innovation and the Department of Housing and Community Development.

BACKGROUND

Pursuant to California State law (Government Code § 65400), each City and County is required to prepare and present an annual report to its legislative body on the status of the General Plan and progress on its implementation. The law requires that a copy of this General Plan Annual Progress Report (GP APR) be submitted to both the Governor's Office of Land Use and Climate Innovation (LCI)[1] and the California Department of Housing and Community Development (HCD). The Community Development Department (CDD) will send the GP APR to LCI and HCD, and post the document on the City's website, pursuant to the Council's direction.

The GP APR is submitted separately from, but is related to, the Housing Element Annual Progress Report, which the Council discussed at its March 10, 2025 meeting. The Housing Element Annual Progress Report is included as an exhibit to the GP APR.

DISCUSSION

The General Plan identifies the central goal of the community as follows:

> *To preserve the essential character of our small beach town, its family-oriented residential neighborhoods, its unique visual and natural resources and its open, rural surroundings while enhancing recreational, cultural and economic opportunities for our citizens.*

[1] Formerly known as the Governor's Office of Planning and Research (OPR).

Implementation of this central goal is described through the General Plan objectives and policies, organized into eight elements: Land Use; Housing; Community Design; Circulation; Open Space, Recreation & Conservation; Safety; Noise; and Public Facilities & Services. The Housing Element, unlike the other elements, is updated every eight years— the current Housing Element's planning period runs from 2023 to 2031.

The 2024 GP APR consists of the following sections:

1. Introduction, including the history of and background on the City's General Plan/Coastal Land Use Plan.
2. Development Activities/Projects and Program Review, which summarizes planning and building permits issued in 2024, Code Compliance cases, City Council actions, and Planning Commission actions.
3. General Plan Elements and Implementation, which details the progress made on new and existing projects and programs throughout the City that implement each element of the General Plan.
4. Amendments to the General Plan/Coastal Land Use Plan and Zoning Code, summarizes the adopted changes to both documents and proposed changes to be brought before decisionmakers in the foreseeable future.
5. Goals, Priorities, and Objectives, which highlights how the goals of the General Plan are intertwined with other City efforts, including the City's Annual Work Plan.

Community Development Department staff collaborated with the Public Works and Parks, Recreation, and Community Services Departments to assemble the information provided.

POLICY CONSISTENCY

As a requirement of Government Code (Section 65400(a)(2)), the GP APR serves as evidence of the City implementing its General Plan goals, objectives and policies. By submitting the required GP and Housing Element APRs to LCI and HCD each year, the City fulfills statutory requirements to report on the status of City programs and efforts in meeting its share of regional housing needs. The GP APR is also a tool for understanding where General Plan implementation work remains and how related resources may need to be focused to address General Plan objectives and policies.

FINANCIAL CONSIDERATIONS

No Additional Funding Requested. Staff time to prepare the report is included in the Adopted FY 2024-2025 Budget. Other than the cost of staff time for preparation, there is no anticipated financial impact to the City as a result of submitting this report. Preparation of the annual General Plan Report is an unfunded state mandate.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

Preparation and presentation of the GP APR to the City Council, followed by the submittal of the GP APR to LCI and HCD, fulfills the City's statutory obligations pursuant to the requirements of Government Code § 65400.

OPTIONS

1. Direct the CDD Director to submit the GP APR to the Governor's Office of Land Use and Climate Innovation and the Department of Housing and Community Development.
2. Recommend changes be incorporated into the GP APR and authorize the Community Development Director to submit the revised GP APR to the Governor's Office of Land Use and Climate Innovation and the Department of Housing and Community Development.
3. Recommend changes and direct staff to return a revised GP APR for further review.

PRINCIPAL PARTIES EXPECTED AT MEETING

Interested members of the public.

ATTACHMENTS

Attachment A 2024 General Plan Annual Progress Report.

Staff contact: Megan Musolf, Assistant Planner
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Signature

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Signature

Reviewed by: Ryan Kintz, Assistant City Manager
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Signature

Reviewed by: Michael Ramirez, City Manager
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Signature

Agenda Section: Other Business
Agenda Item No.: 18
Council Meeting Date: March 24, 2025

City of Carpinteria

COUNCIL AGENDA STAFF REPORT

ITEM FOR COUNCIL CONSIDERATION

Adoption of City Council Goals and Priorities for Fiscal Years 2025-26 and 2026-27; and Strategic Plan Final Report, including City Mission, Vision, and Value Statements (Working Drafts); and City Council-developed Norms, Values, and Principles of Governance (Final Draft).

STAFF RECOMMENDATION

Receive presentation; adopt City Council Goals and Priorities for Fiscal Years 2025-26 and 2026-27 and consider adoption of City Council-developed Norms, Values, and Principles of Governance; and direct staff as appropriate.

Sample Motion: I move to receive the presentation; adopt the City Council Goals and Priorities for Fiscal Years 2025-26 and 2026-27 and City Council-developed Norms, Values, and Principles of Governance; and direct staff as appropriate.

BACKGROUND

In October of 2024, the City engaged the services of strategic planning consultant, Tripepi Smith. The firms scope of work included organizing and implementing an online community survey, hosting three community workshops, facilitating a City Council Retreat, and preparing a final Strategic Plan report to be adopted by the City Council (Attachment A). Tripepi Smith also developed an accompanying PowerPoint presentation (Attachment B).

On January 18, 2025, a City Council strategic planning retreat ("Retreat"), which was a public meeting, was held at Girls Inc. of Carpinteria[1]. The purpose of this meeting was to:

1. Engage the City Council in a conversation regarding Norms, Values, and Principles of Governance to identify potential opportunities and strategies to further enhance the Council's effectiveness as a governing body.
2. Review data from the recent community survey and workshops.

[1] carpinteria.granicus.com/GeneratedAgendaViewer.php?view_id=2&clip_id=1570

3. Develop City Council Goals and Priorities for Fiscal Years 2025-26 and 2026-27 (FY 2025-2027).
4. Discuss potential amendments to the existing City Vision and Mission, and consider creation of City Values.

A preliminary Norms, Values, and Principles of Government document was created by Tripepi Smith based on initial interviews with each Councilmember. This preliminary document was then shared during the Retreat and revisions were proposed based on City Council discussion, City staff feedback, and input from the community – via survey data, workshop responses, and public comment. Following this same process, preliminary revisions to the City's existing Vision and Mission statements, creation of City Value Statements, and establishment of City Council Goals and Priorities were developed, vetted, and revised.

The purpose of this agenda matter is to:

1. Consider adoption of the drafted Norms, Values, and Principles of Governance (Attachment C).
2. Receive final report presentation from Tripepi Smith.
    a. Review working drafts of the City Vision, Mission, and Value Statements and discuss next steps.
    b. Consider adoption of City Council Goals and Priorities for FY 2025-2027.

DISCUSSION

A City Strategic Plan is essential as it provides a clear roadmap for the community's future, aligning resources, policies, and initiatives with long-term goals. Ideally, a City's Vision informs its Mission and Values, which in turn guide its Goals and Priorities; however, these items must be revisited regularly to ensure alignment with evolving community needs, policy priorities, and external conditions.

While some progress was made toward the revision of the City's Vision and Mission statements, as well as the added creation of Value statements, these documents are still in working draft form and may require additional engagement and refinement. Current drafts will be reviewed as part of the final report presentation and City staff is seeking direction from City Council regarding any preferred next steps.

Of greatest importance is the review and adoption of City Council Goals and Priorities as these are heavily utilized by City Staff in developing departmental strategic goals, objectives, and performance measures, many of which include activities that must be vetted and accounted for through the City's budget development process. These City Council Goals and Priorities will be discussed in detail during the final presentation report, including some recommended revisions from City staff.

Finally, as policymakers, the City Council engages in collective efforts that consider the interests and needs of the larger community. By creating Norms, Values, and Principles of Governance the Council is seeking to enhance this process by defining the roles, responsibilities, and expectations of each councilmember as it pertains to the effectiveness of the Council as a whole. Staff will present this document for discussion and potential revision and adoption.

POLICY CONSISTENCY

This report can be found consistent with the City's interest in promoting good governance, including efficient use of public resources and public transparency.

FINANCIAL CONSIDERATIONS

City Council Goals and Priorities serve as a critical foundation for drafting the budget in the upcoming fiscal years. Final departmental strategic goals, objectives, and related activities will be vetted through the budget development process to determine which projects and initiatives are to be prioritized for funding.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

None

OPTIONS

1. Receive and file presentation; adopt the City Council Goals and Priorities for Fiscal Years 2025-26 and 2026-27 and City Council-developed Norms, Values, and Principles of Governance; and direct staff as appropriate.
2. Receive and file presentation; do not adopt City Council Goals and Priorities for Fiscal Years 2025-26 and 2026-27 and/or City Council-developed Norms, Values, and Principles of Governance; and direct staff as appropriate.

PRINCIPAL PARTIES EXPECTED AT MEETING

None

ATTACHMENTS

Attachment A: Tripepi Smith Final Report

Attachment B: Tripepi Smith Presentation Slides

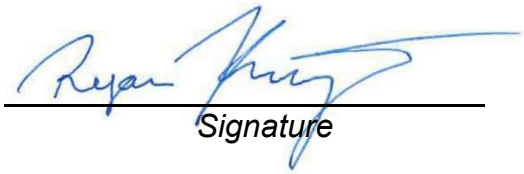
Attachment C: Norms, Values, and Principles of Governance Document with Staff Edits (Redline Draft)

Staff contact: Michael Ramirez, City Manager
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Signature

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



Signature

ATTACHMENT A

Tripepi Smith Final Report

City of Carpinteria

2025-27 Strategic Plan

Process to inform 2025-27 Work Plan

Report Assembled By:

TRIPEPI SMITH
marketing • technology • public affairs

Authors:
Christine Martin, Director
Kylie Sun, Senior Business Analyst

March 2025

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Executive Summary

Purpose of Strategic Planning

Strategic planning is a common best practice for effective governance, providing organizations with clear goals, success benchmarks and a unified direction. In city government, this process is especially vital, as elected leaders set priorities and empower city staff to implement them, ultimately delivering results for the community.

A well-structured strategic planning process benefits both city council and staff. It helps council members reconcile competing priorities, align on a shared vision, and provide clear direction to city staff. It also allows city managers to hear from all council members on their shared mission. The result is an aligned organization with a well-defined two-year vision guiding operations and budget priorities.

Beyond setting goals, strategic planning establishes a framework for measuring progress. By identifying key performance indicators and milestones, cities can track outcomes and provide ongoing updates to the city council and community.

Terminology

Vision, mission, and value statements are essential to informing and guiding the strategic planning process. They are the guideposts for setting meaningful City Council goals that are not only actionable but also reflective of the organization's identity.

City Council goals can be described as the 5% of initiatives that extend beyond the City's day-to-day services, which will continue uninterrupted. By establishing City Council goals, the Council provides clear direction on how to allocate the City's remaining staff capacity, ensuring resources are focused on initiatives that drive the greatest impact for the community.

Vision	What is Carpinteria's overarching aspiration for the City? What does Carpinteria hope to achieve or become in the long-term? Think 30+ years out.
Mission	What is Carpinteria focusing on now to achieve the vision?
Values	What are the fundamental principles that represent how the City conducts itself and what it stands for?
City Council Goals	How will Carpinteria deliver on the mission?
Priorities	What are the focus areas for each goal?

Strategic Planning Process

Last year, the City of Carpinteria partnered with Tripepi Smith to lead a strategic planning process for FY 2024-25, resulting in the creation of five City Council goals. Building on that foundation, the City sought a longer-term approach this year, setting two-year goals for Fiscal Years 2025-27. The City re-engaged Tripepi Smith to guide the process—not only in goal setting but also in updating the City's vision and mission and establishing values. The process included the following:

Deliverable	Date
Kick-Off Call *with the City Manager*	November 1, 2024
Online Community Survey[1] *(English and Spanish)*	November 25, 2024 – January 10, 2025
On-Site Community Workshop #1 (English)[2] Carpinteria Children's Project, 501 8th Street	December 4, 2024 6:30-8pm
On-Site Community Workshop #2 (Spanish) Carpinteria Children's Project, 501 8th Street	December 5, 2024 6:30-8pm
Virtual Community Workshop #3 (Bilingual) Virtual via Zoom (Spanish interpretation provided)	December 11, 2024 6:30-8pm
City Council Online Questionnaire	December/January
City Council One-on-One Interviews	December/January
In-Person City Council Retreat[3] *to discuss Vision, Mission, Values and City Council Goals*	January 18, 2025 8am-3pm

Following strategy calls with the City Manager, collection of feedback from the community and one-on-one conversations with each Carpinteria City Council member, Tripepi Smith identified and consolidated concerns and priorities and presented three goals at a special meeting held on January 1, 2025. The City Council discussed and revised the proposed goals, agreeing upon four primary City Council goals with revised priorities. Tripepi Smith relied on this consensus to assemble this report. The report will be considered for adoption at a future City Council meeting in Spring 2025.

[1] Exhibit A
[2] Exhibit B
[3] Exhibit C

Community Engagement Report

Community Workshops

Tripepi Smith hosted three community workshops to gather feedback from the community. The PowerPoint for all workshops can be found in Exhibit B.

On-Site Community Workshop #1 (English) Carpinteria Children's Project, 501 8th Street	December 4, 2024 6:30-8pm	29 participants
On-Site Community Workshop #2 (Spanish) Carpinteria Children's Project, 501 8th Street	December 5, 2024 6:30-8pm	22 participants
Virtual Community Workshop #3 (Bilingual) Virtual via Zoom (Spanish interpretation provided)	December 11, 2024 6:30-8pm	5 participants





Tripepi Smith posed the following questions during each community workshop. Below is a summary of feedback received across all three workshops:

What services do you believe the City does well?

- **Homeless Outreach & Support**: The City has effectively provided a designated space for outreach efforts at the Courtyard at Veterans Services.
- **Library Services**: The local library, now under the City's management, is praised for its programming and staff. It is tailored to the community's needs, with Jody (Director) noted for outstanding leadership.
- **Partnerships with Non-profits**: Collaboration with local non-profits is commendable, particularly in maintaining cleanliness and addressing graffiti issues.
- **AgeWell Program**: The AgeWell program has been successfully launched, with excellent personnel dedicated to serving the senior community.
- **Community Outreach & Collaboration**: There is strong community engagement between the City and local organizations/businesses, fostering a collaborative environment.

- **Parks & Recreation**: The City's open spaces and recreational services are appreciated, particularly in support of mobile homes as part of the housing stock and beach management.
- **City Council & Staff Engagement**: The City Council and staff are seen as welcoming and genuinely encouraging public input, contributing to a positive, inclusive atmosphere.

What could the City improve to better meet your needs or those of your family?

- **Recreational Facilities:**
  - Demand for more permanent pickleball courts and improved soccer fields, including better facilities and maintenance.
  - Request for extended park hours to allow for nighttime activities and better field conditions, including solutions for dog waste and turf options.
- **Transportation:**
  - Strong interest in reinstating the Seaside Shuttle for community transportation, with support for the City to allocate funds for the service.
  - Need for more public transportation options, particularly to Santa Barbara.
- **Community Engagement & Transparency:**
  - Desire for long-term planning (10-15 years) and better communication about upcoming development projects and changes.
  - A call for improved community engagement/education, especially around larger-scale developments and the transparency of the planning process.
  - More frequent communication through the City's new app.
- **Senior Services & Community Spaces:**
  - A request for more permanent spaces for senior activities, including spaces for seniors to socialize, with better outreach and communication.
- **Public Amenities:**
  - There is a desire for more restrooms at parks and recreational facilities, particularly at Memorial Park and other locations.
  - More lighting in parks and public areas, particularly for evening activities and safety.
- **Healthcare & Emergency Services:**
  - Concern over limited healthcare options, particularly after hours, and the need for urgent care services.
- **Environmental & Maintenance Issues:**
  - Concerns about tree maintenance, street cleanliness, and the frequency of street sweeping, with a focus on pothole filling and street repairs.
- **Housing:**
  - A push for more affordable rental housing and transparency around the impact of tourism and second homes on the local housing market.

What should the City prioritize over the next 3–5 years?

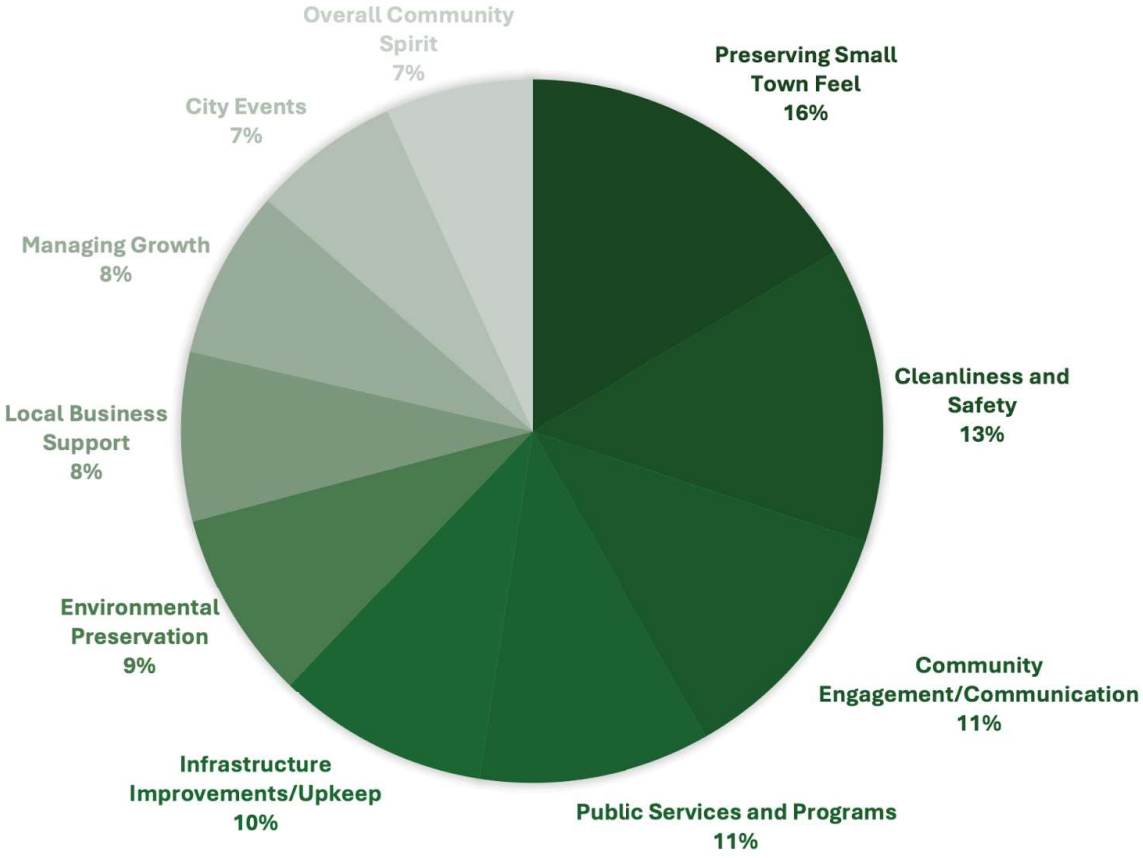
- **Community & Senior Center**: A focus on developing a dedicated space for community and senior services.

- **Affordable Housing**: Addressing the growing need for affordable housing, with a focus on balancing supply and demand and finding solutions for minimum-wage jobholders.
- **Youth & Family Programs**: Increased focus on providing more activities and support for youth and families.
- **Economic Development & Housing Advocacy**: There is a call for stronger advocacy regarding state housing mandates, as well as exploring solutions for second homes and vacation rentals negatively impacting housing availability and neighborhood character.
- **Tourism & Local Business**: A shift away from tourism as a central solution to local challenges, with suggestions for economic development studies to assess its true impact on the community's needs.

Community Survey

Tripepi Smith launched a community survey[4] in both English and Spanish via Google Forms to gather feedback from the community. The survey resulted in 248 responses in English and 15 responses in Spanish. Below is a question-by-question analysis of the community survey responses.

Question #1: What do you think the City is doing well?



Focal Points:

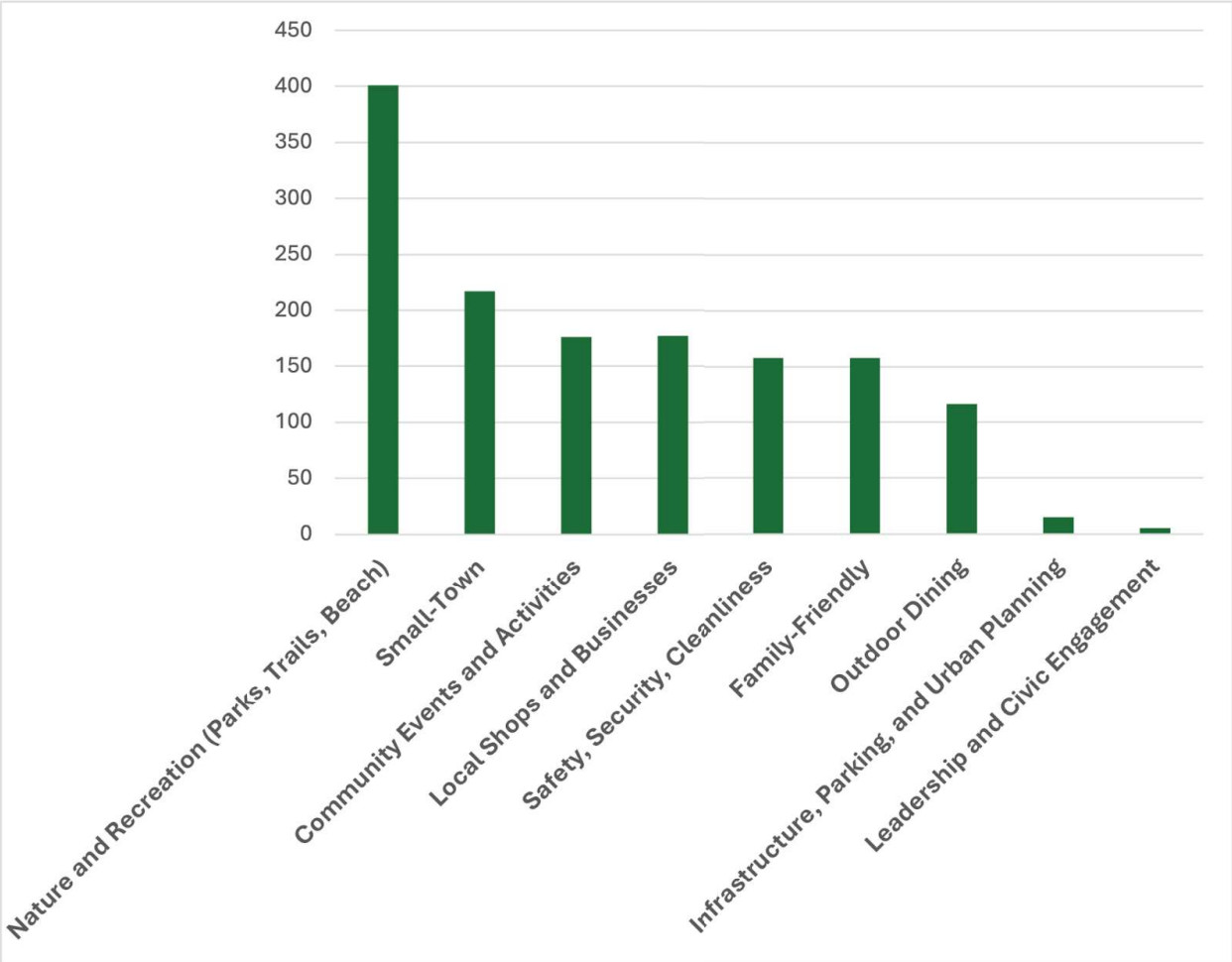
- **Preserving small town feel**: Many residents voiced valuing the city's small-town character using phrases like "Maintaining the small town feel," "No chain businesses," "Preserving small town charm" and "Avoiding large-scale development."
- **Cleanliness and safety**: A considerable portion of responses focused on the cleanliness of the city: well-maintained streets, parks, beaches and public facilities, were specifically mentioned.
- **Community engagement/communication**: There was an expressed appreciation for the City's communication efforts; highlighting the city's

[4] **Disclaimer**: The survey conducted via Google Forms was intended for informational purposes only and is not statistically valid. The results should not be interpreted as representative of the general population, as the sample size and methodology do not meet the standards for statistical validity.

transparency and responsiveness to concerns, both in person and through various media channels.

- **Public services and programs**: The city services were consistently praised; particularly programs for seniors (AgeWell), youth (e.g., Junior Lifeguards, skate park), and libraries.

Question #2: What are some things you enjoy about living in Carpinteria?



Focal Points:

- **Nature and recreation seem crucial to resident satisfaction**: The city's natural spaces seem essential to the satisfaction and enjoyment of its residents. This includes parks, trails, recreation spaces and the beach to bike paths.
- **There is a strong sense of community and valued small-town feel**: The small-town vibe and a sense of community are highly valued by residents. This suggests that residents feel a strong connection to Carpinteria's identity and prefer to preserve that feel.
- **Importance of local businesses and family-friendly environment**: Residents seem to appreciate the city's charm and reflect a desire to preserve its unique character, avoiding a reliance on tourism, extensive development or chain stores.

Question #3: What could the City improve to better meet your needs or those of your family?

Housing and Affordability (~18-22%)
Responses indicated a desire for more affordable housing options and rent control, particularly for local workers, young families, and middle-class residents. Many are concerned that without more affordable housing, people who work in the community will be priced out. Additionally, there are concerns about large developments, such as hotels (e.g., Surfliner Hotel), that could disrupt the small-town feel and create more housing demand.

Roads and Infrastructure (~15-18%)
Many residents indicated concern regarding road maintenance (potholes, road cracks and deterioration). Traffic safety was also noted, with requests for speed bumps and better enforcement of traffic laws, particularly for pedestrians and near schools. Additionally, there is a desire for better street lighting in key areas.

Homelessness and Public Safety (~14-17%)
A pattern of concerns about homelessness and public safety was found, with residents highlighting crime concerns such as bike theft and vandalism.

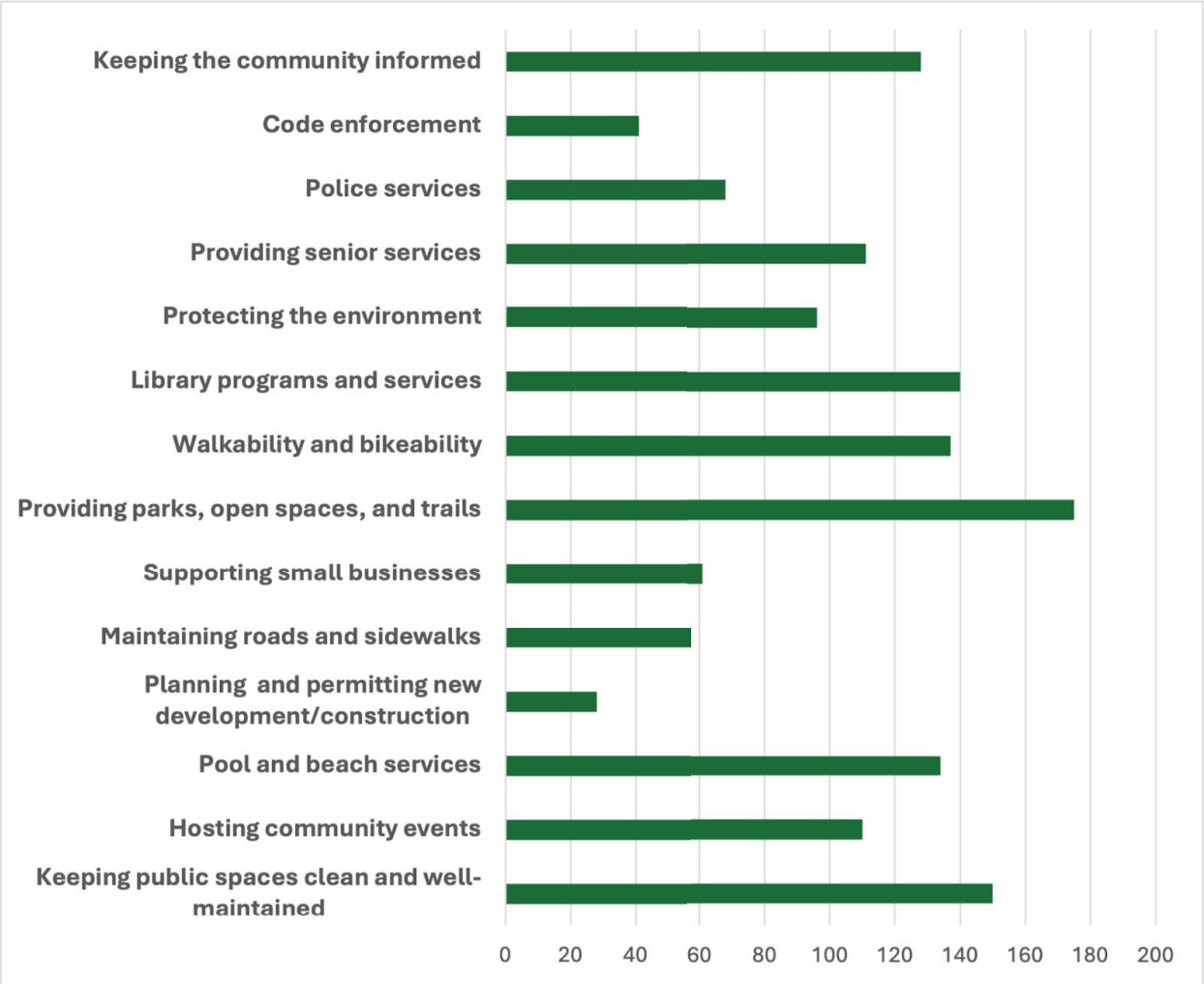
Parks, Recreation, and Community Amenities (~12-15%)
There is demand for more recreational amenities in the community, particularly a permanent, better-equipped dog park, additional off-leash dog areas, dedicated pickleball courts and increased maintenance of the community pool.

Economic Vitality (~9-11%)
Residents expressed concerns that large developments and outside businesses could disrupt Carpinteria's small-town atmosphere.

Environmental Concerns (~7-9%)
Responses indicated a desire to preserve natural spaces, maintaining cleanliness in public areas, burying power lines and maintaining beaches and bluffs.

Civic Engagement (~6-8%)
The survey showed a call for improved transparency and communication from the city, with the ability for more active involvement in the decision-making process and greater responsiveness by the city to resident inquiries.

Question #4: What aspects of the City's work are most effective or successful?



Focal Points:

- **Recreation and outdoor environments are major strengths**: There is a strong sentiment that the City excels at maintaining public spaces, providing ample parks and supporting walkability/bikeability initiatives. The City's work in creating enjoyable, accessible outdoor environments is considered very successful.
- **Community engagement and services are appreciated**: The efforts in community engagement, activities and services for specific groups (like seniors) are rated highly. This includes library programs and senior services, suggesting that residents see value in both social programs and services that promote community involvement.

Question #5: Are there any City services or programs that you think should be lower priorities right now?

Top Response Categories:

- **Community events and non-profits** (12 responses): Some respondents expressed that an overabundance of free community events, which may inadvertently hurt local businesses, should be scaled back.
- **Senior services** (12 responses): Some responses indicated a sentiment that seniors seem to be prioritized over services for other demographic groups, such as families and youth.
- **New development and construction** (12 responses): Answers to the survey exposed a strong preference to halt or slow down new development (namely hotels, large commercial projects and extensive housing) as many feel this is putting pressure on infrastructure, resources, and the town's small-town character.
- **Recreational programs** (10 responses): Activities like pickleball courts, dog parks, and other recreational facilities are seen by some as lower priorities compared to core community needs like affordable housing, family support, and business development.
- **Public safety** (10 responses): Many responses expressed that the police budget is too high given the current low crime rate and suggested reducing police services or reevaluating their cost-effectiveness.

Question #6: What should the City prioritize over the next 3–5 years?

To evaluate the data collected from these responses, we created a scoring system for each ranking. The score was calculated by assigning a weighted value to each ranking (Rank 1 gets a score of 6 points, Rank 2 gets a score of 5 points, etc.). We then calculated the total score for each priority by multiplying the number of votes in each ranking by the respective score and summing the results.

Based on this point system, these were the priorities ranked from highest to lowest:

1. **Parks, open spaces, and trails** (510 points)
2. **Affordable housing** (479 points)
3. **Streets and sidewalk maintenance** (491 points)
4. **Police services** (450 points)
5. **Supporting local businesses** (292 points)
6. **Maintenance and cleanliness** (271 points)
7. **Homeless services** (231 points)
8. **Emergency preparedness** (222 points)
9. **Housing (general)** (199 points)
10. **Environmental sustainability** (198 points)
11. **Sea-level rise and beach erosion** (183 points)

12. **Senior services** (164 points)
13. **Library services** (172 points)
14. **Youth and family programs** (144 points)
15. **Community events and activities** (143 points)
16. **Community pool/aquatics** (121 points)

When asked "*Are there any other priorities not listed above that you'd like to share?*" the following were listed by multiple respondents:

- Pickleball courts
- Maintaining the small-town feel
- Public safety, specifically around school safety
- Traffic and parking solutions, including better public transportation and bike lanes

When asking for additional details for the priority ranking and selection, many respondents opted to provide further insight and thoughts. Here are the key takeaways:

Affordable Housing (55 responses): There is concern about the lack of affordable housing, especially for working families and low-income residents. Many expressed fear of becoming a town for tourists and retirees, rather than a community for working families.

Infrastructure and Safety (42 responses): Road maintenance, sidewalks, and general infrastructure were recurring concerns.

Public Services and Vulnerable Populations (28 responses): Respondents stressed the need for more services for vulnerable populations, including the homeless, senior citizens, and low-income families. Affordable childcare, senior services, and support for small businesses are also high priorities.

Family Focus (22 responses): There was a pattern of responses that expressed a desire for the need to keep the town a place for families, particularly working-class families with children.

Emergency Preparedness and Public Health (19 responses): The threat of natural disasters was a common concern. Responses indicated a desire for robust emergency preparedness plans, better access to shelters and public safety programs to ensure that the community is ready for emergencies.

Balancing Development (17 responses): Several responses reflected concern about state housing mandates that might increase high-density housing developments.

There's a desire for thoughtful, community-driven planning to prevent overdevelopment as well as a protective sentiment around Carpinteria's small-town charm.

Support for Local Businesses (15 responses): Many responses emphasized the importance of supporting local businesses, streamlining permitting processes, and incentivizing business owners to invest in the town.

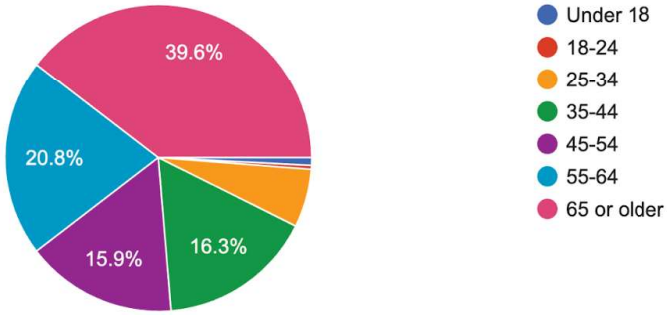
Protecting the Environment (12 responses): Several comments mentioned preserving open spaces, particularly on the Bluffs, and ensuring that any new development doesn't harm the environment or the town's natural beauty.

Demographics

Below is information regarding the demographics of respondents. Respondents had the option of whether or not to include demographic information, therefore the following information is not representative of all respondents.

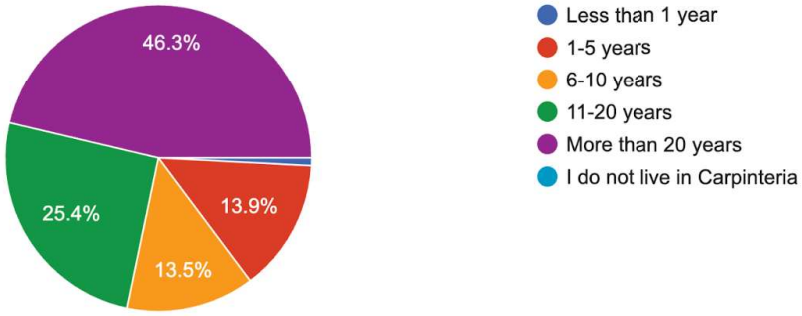
What is your age?

245 responses



How long have you lived in Carpinteria?

244 responses



Do you own or rent your home?

244 responses



Which of the following best describes your household?

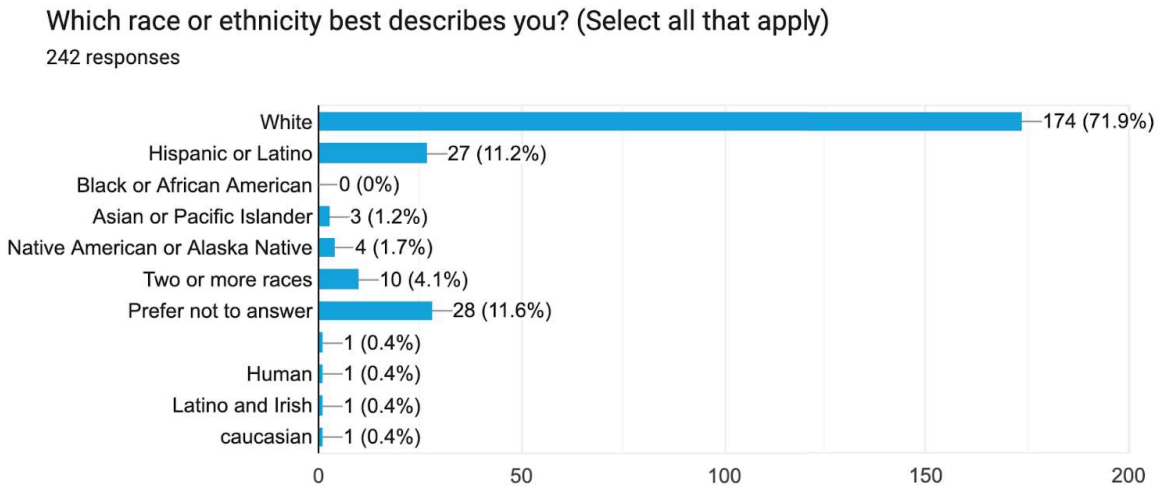
247 responses



What is your household income?

237 responses





Vision, Mission, Values

The Vision, Mission and Values (VMV) statements are key components of the strategic planning process. They act as guideposts, ensuring that all efforts, including strategic planning, remain aligned with the City's long-term vision and mission. This alignment helps establish measurable, impactful objectives that reflect the City's values and drive progress toward its desired future.

As part of this year's strategic planning process, Tripepi Smith led the review and update of the City's Vision, Mission, and Values (VMV). Through one-on-one conversations with City council members, Tripepi Smith gathered feedback from each council member on Carpinteria's existing Vision and Mission statements. Based on this feedback, they developed refined Vision and Mission statements along with proposed Values statements, which were presented during the on-site City Council retreat for discussion.

Incorporating Council feedback, Tripepi Smith has documented the latest version of the VMV below. These statements are not yet approved or adopted, as finalization will require further input and discussion with City staff.

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 natural, scenic beaches. Surrounded by rich agricultural lands and a rural heritage, we honor our history and are committed to preserving our natural resources, open spaces, and public amenities, ensuring they remain accessible, safe, and protected for future generations. As a family-oriented, easy-going and diverse

community, we take pride in our strong sense of connection, active lifestyle, and shared spirit of volunteerism, striving to maintain the charm and character that make our small beachside town truly special.

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 Carpinteria remains a welcoming home for all.

Values

Value	Description
Equity and Belonging	We are committed to fairness and inclusivity, fostering a sense of connection where everyone feels welcome, valued and at home.
Community Interest	Every decision is guided by the best interest of our residents and the long-term well-being of our town.
Cultural Diversity	We celebrate and embrace the diverse backgrounds and traditions that enrich our town.
Sustainability	We actively protect our natural resources, prioritize eco-friendly practices, and plan for a resilient future.
Partnerships	We believe in the power of partnerships to create family-friendly events that foster a sense of belonging, promote arts and culture by celebrating creativity and cultural enrichment, and build a community of doers, united in action to turn our collective vision into reality.
Safety	We are dedicated to ensuring the safety of our community, creating an environment where everyone can thrive with peace of mind and sense of security.

During the retreat, the City Council provided additional to City staff in regard to refining the values, which include:

1. Differentiate between operational values and others.
2. Consider the committee's description of sustainability and update accordingly.

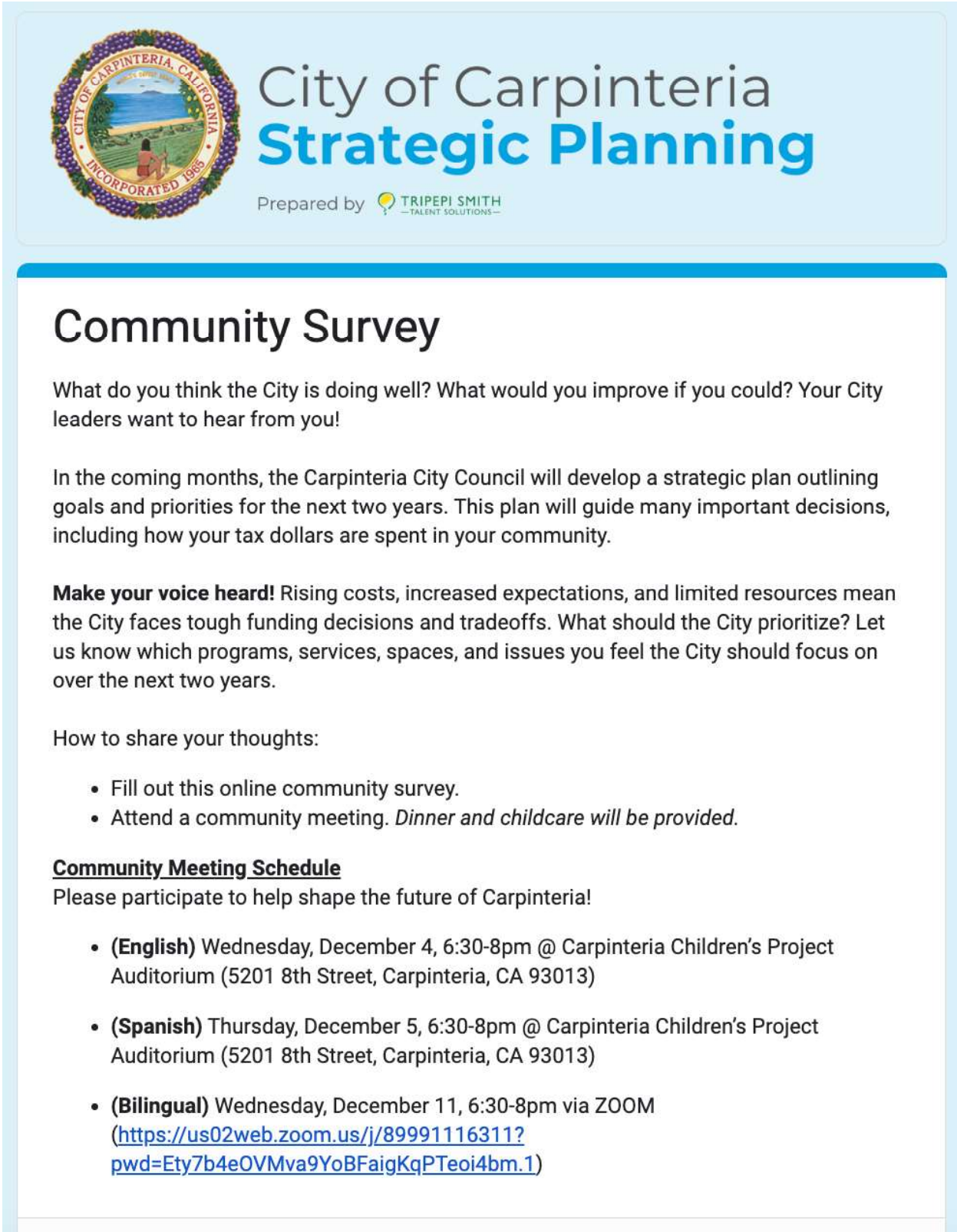
City Council Goals

Goals	Priorities
Enhance Public Outreach, Education and Transparency	Strengthen communication and engagement tools, with an emphasis on reaching youth, seniors and the Spanish-speaking community
	Provide staff support and resources for City Council-led community outreach initiatives
	Enhance partnerships with community organizations
Maintain a Small Beachside Town	Strengthen regional collaboration with the County and other regional agencies on planning and policy affecting the Carpinteria Valley and greater South Coast
	Advance and sustain comprehensive long-range planning initiatives
	Preserve neighborhood character and community livability and address housing affordability
	~~*Provide essential support services*~~[5]
	~~*Support local businesses*~~[6]
Enhance Quality of Life for Residents	Maintain and improve high-priority public infrastructure
	Enhance existing and explore new recreational and community engagement opportunities
	Improve pedestrian, bicycle & ADA accessibility while enhancing mobility options for all residents
	Uphold community standards through proactive education and compliance efforts
	Invest in City staff and organizational excellence
	Strengthen community institution collaboration
	Support a balanced economy through a broad range of employment opportunities, business support strategies and housing options for all income levels
Maintain the Fiscal	~~*Evaluate and develop options for public safety contract negotiations*~~[7]

[5] Removed; services incorporated into other goals or will be considered as part of the next budget cycle.
[6] Moved to Enhance Quality of Life for Residents.
[7] To be addressed during next strategic planning process, given timeline of contract with the County.

Sustainability of the City	Explore ways to enhance and diversify revenue streams
	Ensure efficient operations of the City
	Drive cost recovery through targeted initiatives

Exhibit A – Community Survey



Question #1 - What do you think the City is doing well?

Your answer

Question #2 - What are some things you enjoy about living in Carpinteria? (*Choose all that apply or add your own ideas below)*

- [ ] Parks, open spaces, and trails
- [ ] Small-town
- [ ] Community events and activities
- [ ] Local shops and businesses
- [ ] Safety and security
- [ ] Family-friendly
- [ ] Bike and walking paths
- [ ] Outdoor dining

Other:

Your answer

Question #3 - What could the City improve to better meet your needs or those of your family?

Your answer

Question #4 - What aspects of the City's work are most effective or successful? (*Choose all that apply or add your own ideas below)*

- [ ] Keeping public spaces clean and well-maintained
- [ ] Hosting community events
- [ ] Pool and beach services (e.g., community pool, youth & adult aquatics programs, beach lifeguard services)
- [ ] Planning and permitting new development/construction
- [ ] Maintaining roads and sidewalks
- [ ] Supporting small businesses
- [ ] Providing parks, open space, and trails
- [ ] Walkability and bikeability (i.e., providing safe bike and walking paths)
- [ ] Library programs and services
- [ ] Protecting the environment (e.g., reducing coastal erosion, waste diversion)
- [ ] Providing senior services (e.g., AgeWell programming)
- [ ] Police services
- [ ] Code enforcement (e.g., animal control, parking enforcement, zoning and building violations)
- [ ] Keeping the community informed (e.g., City Newsletter, press releases)

Other:

Your answer

Question #5 - Are there any City services or programs that you think should be lower priorities right now?

Your answer

Question #6 - What should the City prioritize over the next 3–5 years? *(Select at least one priority. You can rank up to six priorities in order of importance.)*

	1 - Most Important	2	3	4	5	6
Police services	○	○	○	○	○	○
Streets and sidewalk maintenance	○	○	○	○	○	○
Parks, open spaces, and trails	○	○	○	○	○	○
Library services	○	○	○	○	○	○
Community pool/aquatics	○	○	○	○	○	○
Senior services	○	○	○	○	○	○
Housing (general)	○	○	○	○	○	○
Affordable housing	○	○	○	○	○	○
Youth and family programs	○	○	○	○	○	○
Community events and activities	○	○	○	○	○	○

Are there any other priorities not listed above that you'd like to share? *(If so, please include their ranking from 1 to 6)*

Your answer

Please provide additional details about the priorities you selected. For example, if you selected "Housing (general)", what specific housing-related matters are of greatest interest to you and why?

Your answer

ABOUT YOU

The following questions help us understand the needs of all residents and ensure City services are equitable and accessible. Your answers are anonymous and optional.

What is your age?

Choose

How long have you lived in Carpinteria?

Choose

Do you own or rent your home?

- ◯ Own
- ◯ Rent
- ◯ Other:

Which of the following best describes your household?

- ◯ Single-person household
- ◯ Couple with no children
- ◯ Couple with children
- ◯ Single-parent household
- ◯ Multigenerational household
- ◯ Other: _____

What is your household income?

Choose ▾

Which race or ethnicity best describes you? *(Select all that apply)*

- ☐ White
- ☐ Hispanic or Latino
- ☐ Black or African American
- ☐ Asian or Pacific Islander
- ☐ Native American or Alaska Native
- ☐ Two or more races
- ☐ Prefer not to answer
- ☐ Other: _____

How do you prefer to receive updates from the City? *(Select all that apply)*

- [ ] Social media (e.g., Facebook, Instagram)
- [ ] Email newsletters
- [ ] City website
- [ ] Local newspapers
- [ ] Flyers or posters
- [ ] Other: _____

For more information on the City's strategic planning process, visit
https://carpinteriaca.gov/strategicplan

Submit Clear form

Exhibit B – Community Workshop Deck





Housekeeping & Reminders

1. Restrooms
2. Please be respectful of those speaking. Engagement works best when we allow everyone to share their thoughts and feedback.
3. We will be documenting and sharing all feedback shared today with City Council.

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Introductions

Please share:

1. Your name
2. How long you've lived in Carpinteria
3. Your favorite thing about living in Carpinteria

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Strategic Planning Overview

What is Strategic Planning?

A process where the City Council sets goals and priorities that direct energy and resources to best serve all Carpinterians while maintaining alignment with community values

Community Input

The City Council would like **YOUR** input to ensure goals reflect community needs, values, and priorities.

All community input today will be documented and presented to City Council for consideration.

Strategic Planning Process

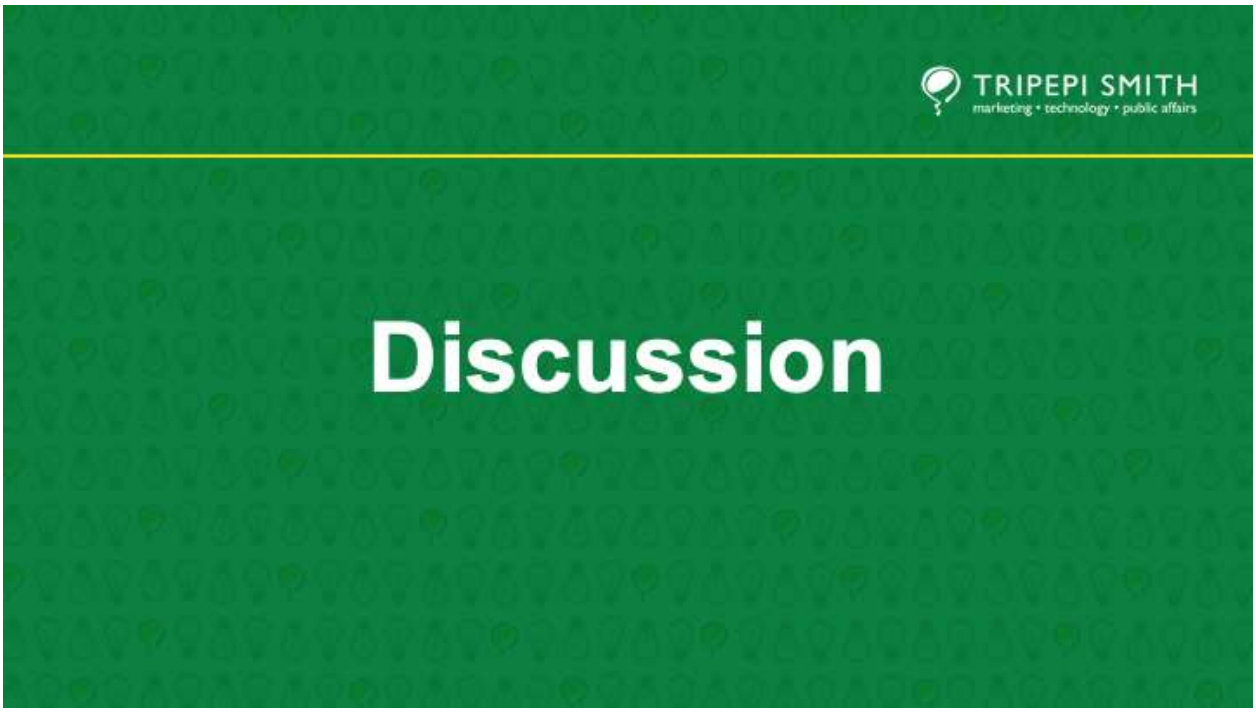
Strategic Planning Process	Timeline
Community Survey	November 25 – January 10
Community Workshop #1 (English)	**Wednesday, December 4**
Community Workshop #2 (Spanish)	Thursday, December 5
Community Workshop #3 (Bilingual, via Zoom)	Wednesday, December 11
1-on-1 Meetings with City Council	December
Strategic Planning Workshop with City Council	Saturday, January 18
Meeting with Staff to Develop Strategic Goals and Objectives	January/February
City Council Meeting to Adopt Strategic Plan	February/March

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Current Goals: FY 2024-25

In February 2024, the City Council adopted the FY 2024-25 Strategic Plan, which outlines five goals and their associated objectives. The objectives were set at the staff level and approved as part of the budget adoption along with performance measures.


FY 2024-25 Goals
Enhance Public Outreach Education and Transparency
Accommodate City Growth while Maintaining a Small Beachside Town
Take Steps to Address the Fiscal Sustainability of the City
Strengthen Community Institution Collaboration
Invest in High Performance Team at City Hall


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Discussion

Discussion Questions

What services do you believe the City does well?

Discussion Questions

What could the City improve to better meet your needs or those of your family?

Discussion Questions

Are there any City services or programs that you think should be lower priorities right now?

Discussion Questions

What should the City prioritize over the next 3–5 years?

- Police services
- Streets and sidewalk maintenance
- Parks, open spaces, and trails
- Library services
- Community pool/aquatics
- Senior services
- Housing (general)
- Affordable housing
- Youth and family programs
- Community events and activities
- Sea-level rise and beach erosion
- Homeless services (e.g., outreach, emergency shelters, permanent supportive housing)
- Maintenance and Cleanliness (e.g., landscaping, graffiti removal, street sweeping)
- Environmental sustainability
- Emergency preparedness (e.g., community training, emergency communication, preparation for extreme weather events)
- Supporting local business (e.g., streamlined City services, supporting tourism and events)

Next Steps

Strategic Planning Process	Timeline
Community Workshop #2 (Spanish)	Thurs, December 5
Community Workshop #3 (Bilingual, via Zoom)	Wed, December 11
Strategic Planning Workshop with City Council	Sat, January 18
City Council Meeting to Adopt Strategic Plan	February/March

Next Steps

Provide additional feedback by filling out the community survey.

English

Español

Next Steps

For additional information and to stay informed about the process, visit **CarpinteriaCA.gov/StrategicPlan**

Exhibit C – Strategic Planning Workshop Deck



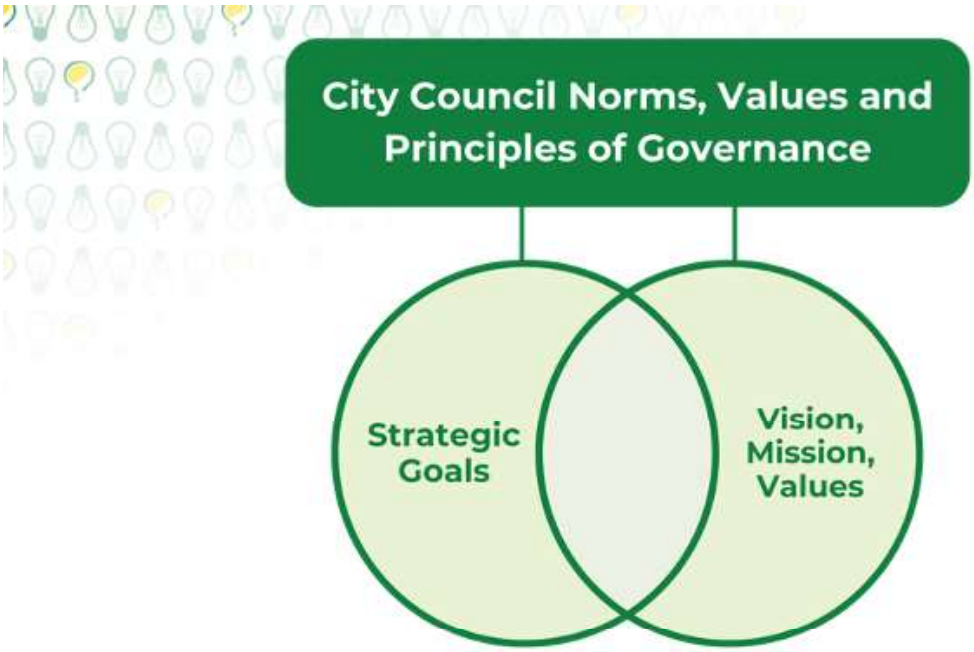
Agenda for Today

Saturday, January 18 | 8 AM – 5 PM	
8:00 AM	Welcome, Introductions & Background
8:30 AM	Norms, Values & Principles of Governance
10:00 AM	**Break**
10:15 AM	Strategic Plan *Background, Existing FY 24-25 Goals, Public Input, FY 25-27 City Council Goals*
1:00 PM	**Lunch**
1:30 PM	Vision, Mission and Values
4:45 PM	Wrap Up & Next Steps

** Times are approximate and subject to change*

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Norms, Values and Principles of Governance



Norms

Norms are the shared expectations for behavior and interaction among council members and between the council and city staff. They establish guidelines for communication, decorum and decision-making processes.

Foster Balanced, Constructive and Solution-Oriented Discussions
Practice Leadership
Provide Direct Communication
Maintain Professionalism
Cultivate Kindness and Respect
Prioritize Communication with the Community

Norms

Foster Balanced, Constructive and Solution-Oriented Discussions

- Ensure all viewpoints are heard and considered, creating a balanced discussion that reflect the collective interest
- Maintain constructive dialogue and manage displays of frustration or dissatisfaction
- Stay solution-focused

Practice Leadership

- Mayor is primarily responsible for keeping discussions positive, but any Council member may intervene to remind the group to remain constructive and focused

Provide Direct Communication

- Communicate with clear, respectful directness

Norms

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

Values

Values reflect the core beliefs and priorities that guide the council's actions and decision-making. They provide a moral and ethical compass, ensuring that decisions align with the community's aspirations and the city's mission. Where goals and priorities provide direction on what is to be done, values provide direction on how they should be done.

Clear Communication	Fairness and Equity
Accessibility	Stewardship and Intentional Growth
Accountability	Collaboration
Responsiveness	Respect and Open-Mindedness
Forward-Thinking	

Values

1. **Clear Communication**: Ensure all interactions, internally and externally, are transparent, direct, and easily understood.
2. **Accessibility**: Make decisions, policies, and information available and approachable to all members of the community.
3. **Accountability**: Actively seek and respond to community feedback to improve trust and engagement.
4. **Responsiveness**: Maintain transparency in actions and decisions, taking responsibility for outcomes.
5. **Forward-Thinking**: Balance immediate needs with long-term goals and plans, using data, public input, and historical context to inform decisions.

Values

6. **Fairness and Equity**: Make decisions that are just, inclusive, and in the best interest of the entire community and its future.
7. **Stewardship and Intentional Growth**: Protect natural resources and ensure growth is aligned with the city's strategic and general plans.
8. **Collaboration**: Work together as a Council, with staff, and with the community to achieve shared goals.
9. **Respect and Open-Mindedness**: Treat all perspectives with respect and remain open to new ideas until final discussions are concluded.

Principles of Governance

Principles of Governance define the overarching roles and responsibilities that shape how the council conducts its business and engages with the public. These principles help maintain accountability, transparency, and effectiveness in governance, ensuring decisions are made effectively and in the best interests of the community.

Council Responsibility
Staff Responsibility
Council-Advisory Body Relations
Community-Wide Governance

Principles of Governance

Council Responsibility

- Trust City staff as subject matter experts who provide valuable, good-faith information.
- Ensure decisions are made with all necessary facts; defer items if more information is needed.
- Communicate the City's objectives and goals clearly to constituents and ensure community input reaches staff.
- Be mindful of City resources and ensure decisions align with long-term plans and goals.
- Research, ask questions, and stay engaged through regular meetings with the City Manager.
- Recognize and appreciate staff and community contributions.

Principles of Governance

Staff Responsibility

- Understand that Council members may not have expertise on all issues and exercise patience while providing necessary context.
- Research and present unbiased information, aligning recommendations with the city's long-term goals and priorities.
- Provide clear, actionable options for Council decisions.
- Maintain professionalism and respect.
- Be available and follow up on questions.

Principles of Governance

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.

Principles of Governance

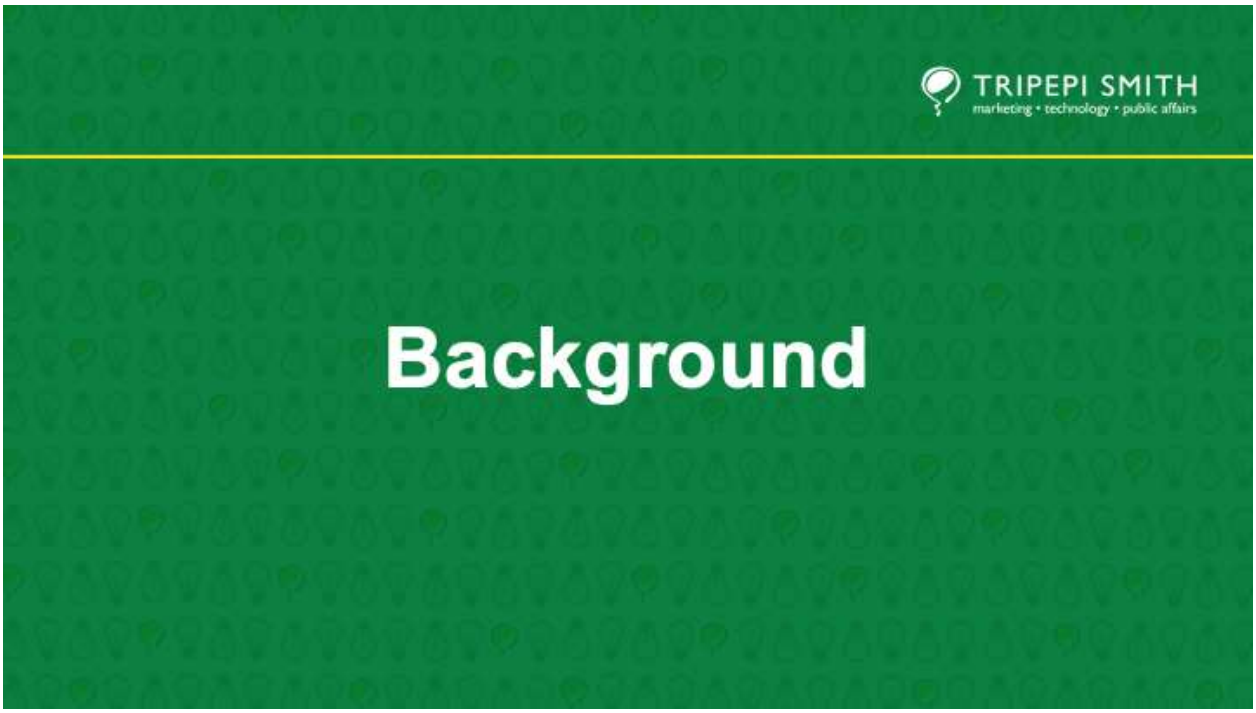
Community-Wide Governance

- 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 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.

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BREAK


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Strategic Planning


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Background

What is strategic planning?

A process where the City Council sets goals and priorities that direct energy and resources to best serve all Carpinterians while maintaining alignment with community values.

Terminology

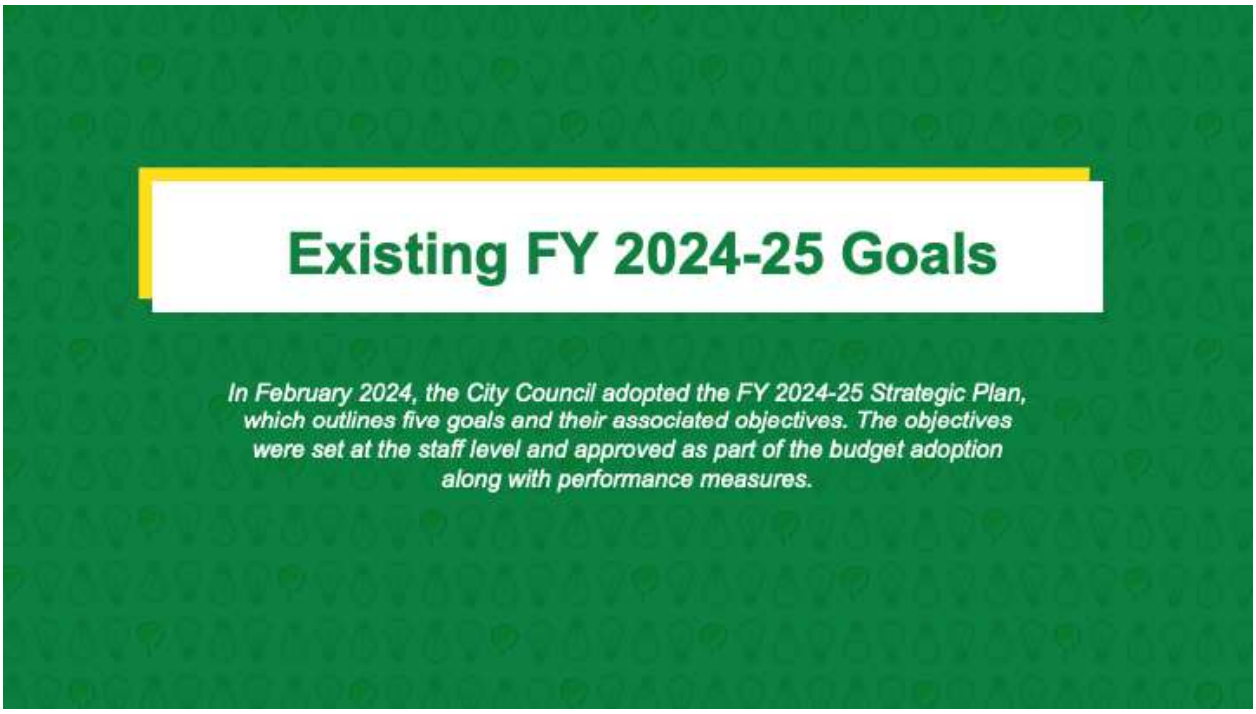
Vision	What is Carpinteria's overarching aspiration for the City? What does Carpinteria hope to achieve or become in the long-term? Think 30+ years out.
Mission	What is Carpinteria focusing on now to achieve the vision?
Values	What are the fundamental principles that represent how the City conducts itself and what it stands for?
City Council Goals	How will Carpinteria deliver on the mission?
Priorities	What are the focus areas?

Strategic Planning Process

Strategic Planning Process	Timeline
Community Survey	November 25 – January 10
Community Workshop #1 (English)	Wednesday, December 4
Community Workshop #2 (Spanish)	Thursday, December 5
Community Workshop #3 (Bilingual, via Zoom)	Wednesday, December 11
1-on-1 Meetings with City Council	December
Strategic Planning Retreat with City Council	**Saturday, January 18**
Meeting with Staff to Develop Strategic Goals and Objectives	January/February
City Council Meeting to Adopt Strategic Plan	February/March

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City Council Goals



Existing FY 2024-25 Goals

- Enhance Public Outreach Education and Transparency
- Accommodate City Growth while Maintaining a Small Beachside Town
- Take Steps to Address the Fiscal Sustainability of the City
- Strengthen Community Institution Collaboration
- Invest in High Performance Team at City Hall

Community Feedback Summary

Community Survey

- Survey was open November 25 – January 10
- 248 responses in English
- 2 responses in Spanish







Community Workshops

- **English In-Person Workshop**: Wednesday, December 4 (29 participants)
- **Spanish In-Person Workshop:** Thursday, December 5 (22 participants)
- **Bilingual Virtual Workshop:** Wednesday, December 11 (5 participants)





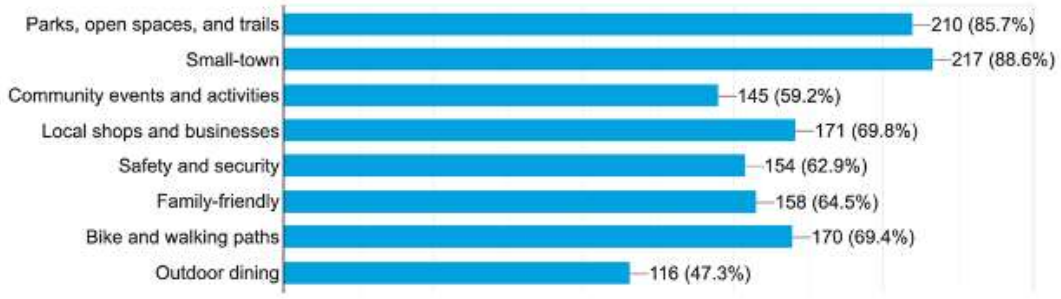


Community Workshop Themes

- Community outreach
- Communication with the Spanish-speaking community; use of radio ads
- Parks: field conditions, more public restrooms, lights after 6pm
- More lighting around the City
- Public safety contract
- Charter city exploration
- Pickleball
- Outreach and transparency on current developments
- Permanent senior space
- Activities and programs for younger families
- Affordable housing
- Healthcare after hours
- Emergency Preparedness
- Tourism/housing
- Seaside Shuttle

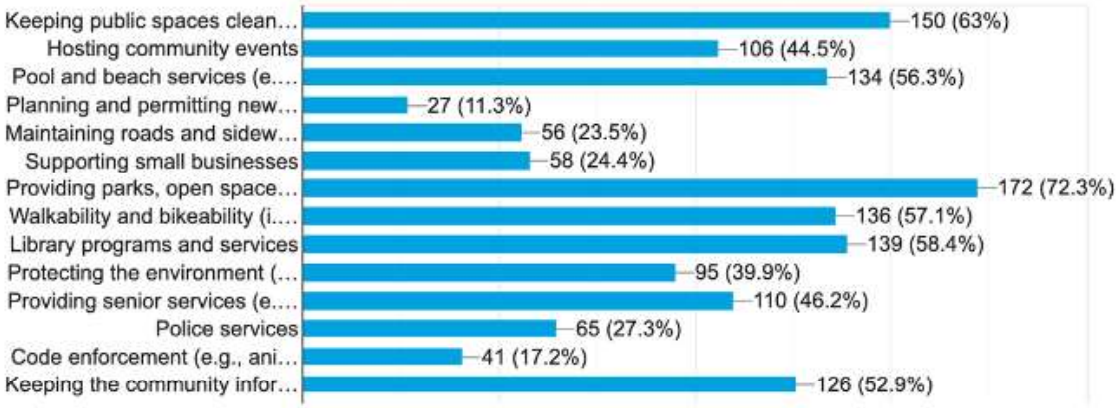
Community Survey Highlights

What are some things you enjoy about living in Carpinteria?



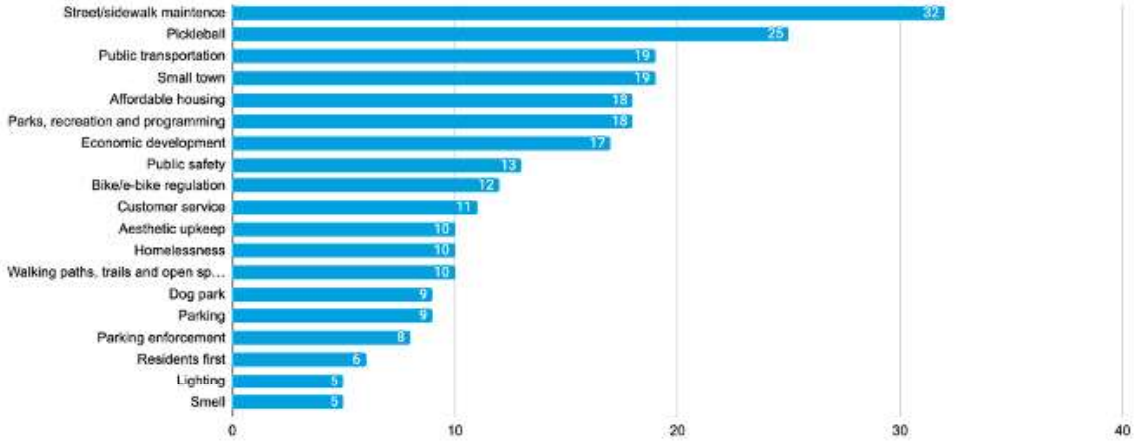
Community Survey Highlights

What aspects of the City's work are most effective or successful?



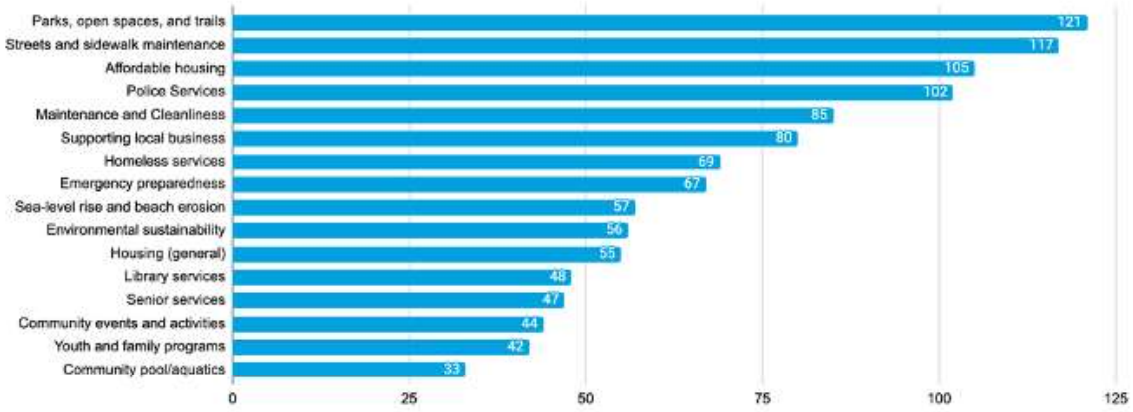
Community Survey Highlights

What could the City improve to better meet your needs or those of your family?



Community Survey Highlights

What should the City prioritize over the next 3–5 years?



Community Survey Highlights

What should the City prioritize over the next 3–5 years? (Additional mentions)

- Pickleball (20)
- Shuttle and public transportation (9)
- More parking/safe parking (7)
- School support/safety (6)
- Eliminate marijuana odor (5)
- Bike lanes/safety (5)
- Bluff preservation (3)
- Limit development (3)
- Dog park (3)
- Hotel (2)
- E-bikes/bike kiosks (2)
- Aesthetics (2)
- No e-bikes
- No hotel
- Vegan/organic restaurant
- Faster permitting
- Development standards
- Community policing
- CDD outreach
- Proper urban planning
- Improve/rezone downtown
- No herbicides, pesticides, rodenticides
- Better collaboration between staff and contractors
- Police and fire out in the community
- LGBTQ+ support
- Solar heating of pool
- Child care
- Repair street damage on Ash
- New development
- Rec courts
- Paid parking
- Downtown parking structure
- Speed cameras
- Reduce parking
- Downtown housing
- Managed growth
- Police affordability

Department Priorities Report



FY 25-27 Goals for Consideration

Enhance Public Outreach, Education and Transparency
Accommodate City Growth while Maintaining a Small Beachside Town
Strengthen Quality of Life for Residents

City Council Goal 1

Enhance Public Outreach, Education and Transparency

1. Improve outreach and communications with the Spanish-speaking community
   a. *Improve relations with non-profits and 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*

** Italicized bullets are example strategic goals*

City Council Goal 2

Accommodate City Growth while Maintaining a Small Beachside Town

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
   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)*

** Italicized bullets are example strategic goals*

City Council Goal 2, cont.

Accommodate City Growth while Maintaining a Small Beachside Town

4. Address housing affordability and economic opportunity
    a. *Perform an economic development study to analyze tourism, low-wage jobs and housing availability and affordability*
    b. *Attract new businesses*
    c. *Evaluate new revenue sources to assist with funding local initiatives*
    d. *Revisit the structure of the business license tax*
5. Provide essential support services
    a. *Homeless services*

** Italicized bullets are example strategic goals*

City Council Goal 3

Strengthen Quality of Life for Residents

1. Maintain and improve public infrastructure
    a. *Maintain streets, sidewalks and public infrastructure*
    b. *Improve lighting throughout the City*
    c. *Improve maintenance of public restrooms*
    d. *Increase parking supply*
2. Expand recreational and community opportunities
    a. *Provide additional community events (live music, summer concerts, public market)*
    b. *Explore additional parks & recreation opportunities (pickleball, swimming, community center, senior center)*
3. Enhance accessibility and mobility
    a. *Assess and enhance public transportation opportunities (bike and walking paths, shuttle, non-vehicular beach access)*

** Italicized bullets are example strategic goals*

City Council Goal 3, cont.

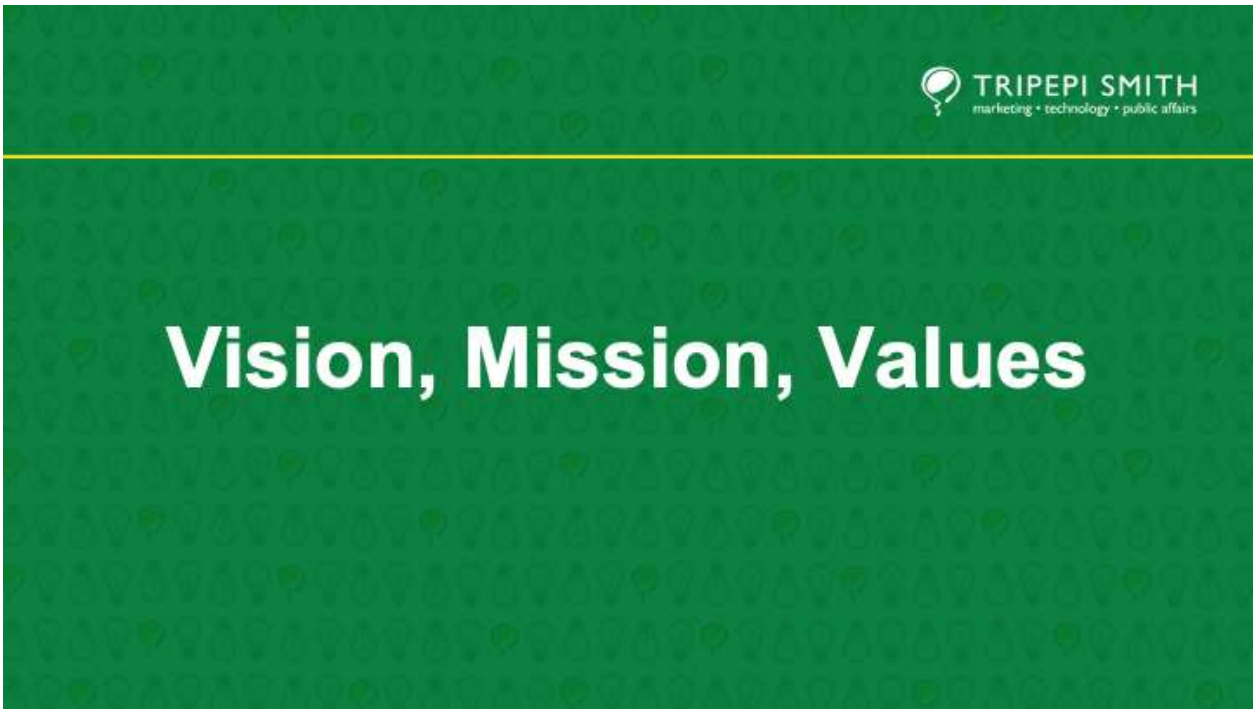
Strengthen Quality of Life for Residents

4. Improve community standards and enforcement
   a. *Evaluate code compliance and application of codes*
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*

** Italicized bullets are example strategic goals*

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LUNCH



Terminology

Vision	What is Carpinteria's overarching aspiration for the City? What does Carpinteria hope to achieve or become in the long-term? Think 30+ years out.
Mission	What is Carpinteria focusing on now to achieve the vision?
Values	What are the fundamental principles that represent how the City conducts itself and what it stands for?
City Council Goals	How will Carpinteria deliver on the mission?
Priorities	What are the focus areas?

Existing Vision

Carpinteria is a vibrant but easy-going, family-oriented small town with an economically and ethnically diverse population, working together for the common good of all residents and visitors.

Framed by the mountains and the Pacific Ocean beaches, Carpinteria's unusually mild climate provides a beautiful setting in which to live, to work and to play. It has safe and attractive commercial, agricultural and residential areas.

It benefits from an outstanding local school system. Walkways and bike paths link centers of interest in the town. The automobile is a choice rather than a necessity. Excellent local and regional transportation connects Carpinteria to nearby cities. Opportunities for the enjoyment of recreation and the arts are widely available.

The community maintains a balance between effective growth and open space through sensitive, area-wide planning which ensures that the small town, rural identity of Carpinteria will flourish.

Updated Vision *(for discussion)*

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 outdoor lifestyle, and a shared spirit of action, we strive to maintain the charm and spirit that make our beachside town truly special.

Existing Mission

Government in Carpinteria shall be open, honest and equitable and shall encourage, to the fullest extent possible, public participation in the decision-making process.

Government shall make judicious use of the City's limited resources to promote the highest possible quality of life for all Carpinteria residents. This includes providing services consistent with community needs as well as protecting the social and physical environment.

Government shall strive to enhance the City's economic base in a manner that is consistent with the needs and preferences of the community. The City budget shall reflect the goals and priorities of the majority of the City residents and shall be managed in a professional business-like manner.

The diversity of the community shall be recognized and City government shall serve the interest of all residents, maintaining an atmosphere in which the residents feel the City has their best interests at heart at all times.

The long range vision and course of action for Carpinteria's future shall continue to be articulated and implemented through an ongoing process of community-wide consensus building.

General Plan Mission *(for reference)*

The goal of the community is to preserve the essential character of our small beach town, its family-oriented residential neighborhoods, its unique visual and natural resources and its open, rural surroundings while enhancing recreational, cultural and economic opportunities for our citizens.

Updated Mission *(for discussion)*

Our mission is to preserve the essential character of our small beach town by fostering fiscal sustainability and supporting growth with intention. We are dedicated to protecting our family-oriented residential neighborhoods and safeguarding the unique natural and visual resources that define us. At the same time, 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 town remains a welcoming home for all.

New Values *(for discussion)*

1. **Equity** – We are committed to fairness and inclusivity, ensuring all voices are heard and valued.
2. **Community Interest** – Every decision is guided by the best interest of our residents and the long-term well-being of our town.
3. **Preserving Small-Town Charm** – We cherish and protect the unique character and warmth of our beachside community.
4. **Cultural Diversity** – We celebrate and embrace the diverse backgrounds and traditions that enrich our town.
5. **Support Local Businesses** – We champion our local businesses as the heart of our economy and community life.
6. **Family-Friendly Events** – We create opportunities that bring families together and foster a strong sense of belonging.
7. **Sustainability** – We actively protect our natural resources, prioritize eco-friendly practices, and plan for a resilient future.
8. **Community of Doers** – We embody a spirit of action, working together to make our vision a reality.
9. **Arts and Culture** – We value and promote creativity, expression, and opportunities for cultural enrichment.
10. **Belonging** – We nurture a sense of connection, ensuring everyone feels welcome and at home.
11. **Youth Opportunities** – We invest in programs and initiatives that empower and inspire the next generation.

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Wrap Up & Next Steps

Next Steps

Next Steps	Timeline
City Staff and Tripepi Smith will meet to review the goals affirmed by the City Council and discuss priorities, objectives and metrics.	Late January / Early February
Tripepi Smith will assemble a report that includes goals, priorities, objectives and metrics.	February
City Council will review and consider adoption of a final report affirming goals, priorities, objectives and metrics.	February

ATTACHMENT B

Tripepi Smith Presentation Slides

Strategic Plan Report

March 24, 2025

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Background

Strategic Planning Process

Strategic Planning Process	Timeline
Community Survey	November 25 – January 10
Community Workshop #1 (English)	Wednesday, December 4
Community Workshop #2 (Spanish)	Thursday, December 5
Community Workshop #3 (Bilingual, via Zoom)	Wednesday, December 11
1-on-1 Meetings with City Council	December
Strategic Planning Retreat with City Council	Saturday, January 18
Meetings with Staff to Finalize Priorities	Thursday, February 20 Tuesday, March 11
City Council Meeting to Adopt Strategic Plan	Monday, March 24

Council Norms, Values and Principles of Governance

Vision, Mission, Values

Terminology

Vision	What is Carpinteria's overarching aspiration for the City? What does Carpinteria hope to achieve or become in the long-term? Think 30+ years out.
Mission	What is Carpinteria focusing on now to achieve the vision?
Values	What are the fundamental principles that represent how the City conducts itself and what it stands for?
City Council Goals	How will Carpinteria deliver on the mission?
Priorities	What are the focus areas?

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 natural, scenic beaches. Surrounded by rich agricultural lands and a rural heritage, we honor our history and are committed to preserving our natural resources, open spaces, and public amenities, ensuring they remain accessible, safe, and protected for future generations. As a family-oriented, easy-going and diverse community, we take pride in our strong sense of connection, active lifestyle, and shared spirit of volunteerism, striving to maintain the charm and character that make our small beachside town truly special.

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 Carpinteria remains a welcoming home for all.

Values

Value	Description
Equity and Belonging	We are committed to fairness and inclusivity, fostering a sense of connection where everyone feels welcome, valued and at home.
Community Interest	Every decision is guided by the best interest of our residents and the long-term well-being of our town.
Cultural Diversity	We celebrate and embrace the diverse backgrounds and traditions that enrich our town.
Sustainability	We actively protect our natural resources, prioritize eco-friendly practices, and plan for a resilient future.
Partnerships	We believe in the power of partnerships to create family-friendly events that foster a sense of belonging, promote arts and culture by celebrating creativity and cultural enrichment, and build a community of doers, united in action to turn our collective vision into reality.
Safety	We are dedicated to ensuring the safety of our community, creating an environment where everyone can thrive with peace of mind and sense of security.

FY 25-27 Goals & Priorities

FY 25-27 Goals & Priorities

Goal	Priorities
Enhance Public Outreach, Education and Transparency	Strengthen communication and engagement tools, with an emphasis on reaching youth, seniors and the Spanish-speaking community
	Provide staff support and resources for City Council-led community outreach initiatives
	Enhance partnerships with community organizations

FY 25-27 Goals & Priorities

Goal	Priorities
Maintain a Small Beachside Town	Strengthen regional collaboration with the County and other regional agencies on planning and policy affecting the Carpinteria Valley and greater South Coast
	Advance and sustain comprehensive long-range planning initiatives
	Preserve neighborhood character and community livability and address housing affordability

FY 25-27 Goals & Priorities

Goal	Priorities
Enhance Quality of Life for Residents	Maintain and improve high-priority public infrastructure
	Enhance existing and explore new recreational and community engagement opportunities
	Improve pedestrian, bicycle & ADA accessibility while enhancing mobility options for all residents
	Uphold community standards through proactive education and compliance efforts
	Invest in City staff and organizational excellence
	Strengthen community institution collaboration
	Support a balanced economy through a broad range of employment opportunities, business support strategies and housing options for all income levels

FY 25-27 Goals & Priorities

Goal	Priorities
Maintain the Fiscal Sustainability of the City	Explore ways to enhance and diversify revenue streams
	Ensure efficient operations of the City
	Drive cost recovery through targeted initiatives

Recommendation

Recommendation

Receive presentation and approve City Council Goals and Priorities for the 2025-2027 Strategic Plan.

ATTACHMENT C

Norms, Values, and Principles of Governance Document with Staff Edits (Redline Draft)

Norms, Values, and Principles of Governance

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 to meetings fully prepared, having reviewed agenda materials, conducted necessary research, and sought clarification on complex issues in advance

Practice Leadership/Mutual Accountability

- The mayor is primarily responsible for keeping discussions productive, but any council member may intervene to remind the group to remain constructive and focused

Provide Direct Communication

- Communicate with clear, respectful directness
- Clearly articulate the reasoning behind decisions, ensuring the community and fellow council members understand the rationale, considerations, and intended outcomes

Maintain Professionalism

- ~~Stick to policy, not personalities~~Adhere to established policies and procedures rather than individual preferences or personal dynamics.
- Practice active listening, solution-oriented dialogue, and adherence to shared and adopted 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
- Be present and accessible in the community by attending local events, engaging with residents, and actively listening to diverse perspectives

Values

- Clear Communication
- Fairness and Equity
- Accessibility
- Proactive Community Engagement

- Accountability
- Collaboration
- Responsiveness
- Respect and Open-Mindedness
- Forward-Thinking

Principles

Council Responsibility

- Partner with City staff as trusted subject-matter experts, valuing their expertise while engaging in thoughtful inquiry to ensure well-informed and balanced decision-making
- Clearly communicate the City's goals and objectives ~~and goals~~ to constituents and ~~ensure~~ share community ~~input~~ feedback with ~~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 options, and stay engaged through regular meetings with the City Manager
- Recognize and appreciate staff and community contributions
- Prioritize citywide well-being in decision-making while thoughtfully considering district-specific concerns to ensure inclusiveness

Staff Responsibility

- Understand that Council members, and the public we strive to serve and engage, may not have expertise on all issues. Exercise patience, speak plainly, and use visuals when appropriate. Provide pertinent context when presenting information for City Council consideration, such as assumptions, constraints, and ~~any~~ other key considerations., ~~and exercise patience while providing necessary context~~
- Research and present unbiased information, aligning recommendations with the City's budget, General Plan, and Strategic Plan
- Deliver accurate and timely information and p~~P~~rovide clear, actionable options for council decisions
- Maintain professionalism and respect
- Be available and follow up on questions through the City Manager
- ~~Consider City Council ideas with an open-minded approach~~
- ~~Deliver accurate and timely information to the City Council~~

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 the City Council with regular updates

- Advisory bodies ~~must~~ should operate respectfully, leave personal ~~tastes~~opinions aside, and focus on actionable recommendations
- Advisory bodies should provide the rationale behind their recommendations

Community-Wide Governance

- Prioritize citywide well-being in decision-making while thoughtfully considering district-specific concerns to ensure inclusiveness
- Maintain transparency and articulate the rationale behind decisions
- Engage the community by actively seeking input and ensuring all voices are heard, not only an outspoken few
- 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
- Attain and uphold a thorough and practical understanding of the City's services, programs, and resources.
- Receive regular updates from local agency partners