City of Carpinteria
City Council Regular Meeting Agenda
Monday, April 14, 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 "Fair Housing 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 the Week of April 21-28, 2025 as "International Dark Sky Week" in the City of Carpinteria. *(Requires taking public comment and approval prior to the City Council reading and presenting the proclamation.)*

3. A Proclamation Celebrating the 66th Anniversary of the Carpinteria Community Awards Banquet. *(Requires taking public comment and approval prior to the City Council reading and presenting the proclamation.)*

4. Santa Barbara Metropolitan Transit District Update Presentation by Jerry Estrada, General Manager of Santa Barbara Metropolitan Transit District.

5. Introduction of New Employee: Pam Greer, Finance Manager.

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

RECONVENE THE REGULAR MEETING OF THE CITY COUNCIL

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS

This may include updates on law enforcement activity within the City from a Sheriff's Office representative or a report from a representative of the First District Supervisor's Office.

CITY MANAGER'S REPORT

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

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

PLANNING COMMISSION ACTIONS

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

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

This is a time for public comments on matters not otherwise on the agenda but within the subject matter jurisdiction of the City Council. The Mayor may establish reasonable regulations for public comment based on the time available and/or the number of persons waiting to speak. Typically, the Council's practice has been to limit each speaker to three minutes. The audio-visual system in the Council Chamber is not available for speaker use during the general Public Comment period.

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

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

6. Approve the minutes of the regular meeting held March 24, 2025 and the special meetings held March 25, 2025 and March 31, 2025.

7. Receive and file the Expenditures for the period beginning March 17, 2025 and ending April 4, 2025.

8. Authorize the Public Works Director to advertise the Notice Inviting Bids for the Carpinteria High School Area Crosswalk Safety Improvements Project (Project No. 15125).

9. Ratify the City Manager's execution of Amendment No. 4 (Attachment A) to the Agreement for Consultant Services between the City of Carpinteria and WSP USA Environment & Infrastructure Inc. (formerly Amec Foster Wheeler Environment & Infrastructure, Inc. and Wood Environment & Infrastructure Solutions, Inc.) to extend the term of the Agreement to December 31, 2026 for continued planning

and environmental services in support of the City's Coastal Land Use Plan and General Plan (CLUP/GP) Update. *(Requires a roll call vote.)*

10. Approve and adopt Resolution No. 6386, updating the City's Master Fee Schedule.

ADMINISTRATIVE MATTERS:

11. Resolution No. 6383, Approving the Road Maintenance and Rehabilitation Account Fiscal Year 2025-26 Project List.

    Recommendation: Adopt Resolution No. 6383, approving the Road Maintenance and Rehabilitation Account Fiscal Year 2025-26 Project List.

    Staff Presenter: Stephon Downes, Management Analyst II

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

PUBLIC HEARING:

12. Public Hearing at the request of the City of Carpinteria to:

    (1) Adopt modified Ordinance Nos. 788 and 789 on a revised second reading, making changes to Carpinteria Municipal Code, Title 14- Zoning, adding clarifying language to Chapter 14.04- General Provisions, Section 14.04.030 (Applicability), adding Chapter 14.19- RMU Residential/Mixed Use, and adding Chapter 14.51- Objective Design Standards;

    (2) Adopt Resolution No. 6379, acknowledging receipt of, and accepting, the California Coastal Commission's conditional certification of LCP Amendment LCP-4-CPN-24-0066-1 with suggested modifications (Chapter 14.04- General Provisions, Section 14.04.030 (Applicability), Chapter 14.19- RMU Residential/Mixed Use, and Chapter 14.51- Objective Design Standards), and directing the City Manager to transmit this Resolution to the Coastal Commission Executive Director; and

    (3) 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 satisfies the environmental review requirements of CEQA. The City Council also finds that the Coastal Commission adopted a certified regulatory program containing the necessary environmental review for the Project (Public Resources Code Section 21080.5). Finally, the City Council finds that, notwithstanding the foregoing, the approval and adoption of Ordinance Nos. 788

and 789 are exempt from review under CEQA pursuant to Public Resources Code Section 21080.9, and CEQA Guidelines Section 15265.

Recommendation: (1) Adopt modified Ordinance Nos. 788 and 789, as read by titles only; (2) Adopt Resolution No. 6379; and (3) 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. The City Council also finds that the Coastal Commission adopted a certified regulatory program containing the necessary environmental review for the Project (Public Resources Code Section 21080.5). Finally, the City Council finds that, notwithstanding the foregoing, the approval and adoption of Ordinance Nos. 788 and 789 are exempt from review under CEQA pursuant to Public Resources Code Section 21080.9, and CEQA Guidelines Section 15265.

Staff Presenter: Mindy Fogg, Principal Planner

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:

13. Update Budget and Fiscal Policy to include a 2-Year Budget.

    Recommendation: Approve and adopt Resolution No. 6387, updating the Budget and Fiscal Policy.

    Staff Presenter: Licette Maldonado, Administrative Services Director

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

14. Adoption of Resolution No. 6385, concerning the formation of the Ad Hoc E-Conveyance Committee, and appointment of up to two Council members to the Committee.

Recommendation: Receive nominations and appoint two Council members to serve on Ad Hoc E-Conveyance Committee to assist staff with developing program recommendations for City Council consideration.

Staff Presenter: Juliza Briones, Program Manager

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

15. Approve and adopt Resolution No. 6384, updating the City's Parks, Recreation and Community Services Department Program & Facility Fee Schedule.

Recommendation: (1) Receive and file the Parks, Recreation and Community Services Fee Study and (2) Approve and adopt Resolution No. 6384, updating the Parks, Recreation and Community Services Department Program & Facility Fee Schedule as set forth in Exhibit 1.

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

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

16. Consultant Services Agreement between the City of Carpinteria and Environmental Science Associates (ESA) to oversee and prepare environmental review documents for the Surfliner Inn Project for an amount not-to-exceed $258,890.

Recommendation: Authorize the City Manager to execute an Agreement for Consultant Services with Environmental Science Associates to oversee and prepare environmental review documents for the Surfliner Inn Project for an amount not-to-exceed $258,890. *(Requires a roll call vote.)*

Staff Presenter: Mindy Fogg, Principal Planner

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

CLOSED SESSION MATTER

17. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Government Code Section 54957(b)(1); Title: City Manager Michael Ramirez

PUBLIC COMMENT ON CLOSED SESSION MATTER

TEMPORARY ADJOURNMENT TO CLOSED SESSION

RECONVENE IN OPEN SESSION

CLOSED SESSION REPORT

ADJOURNMENT

The next regular City Council meeting will be held April 28, 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, April 9, 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: April 14, 2025

A PROCLAMATION OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA DESIGNATING APRIL 2025 AS "FAIR HOUSING MONTH" IN THE CITY OF CARPINTERIA

***WHEREAS**, April is National Fair Housing Month, marking the 57th Anniversary of the passage of the Federal Fair Housing Act on April 11, 1968. The enactment of this Act as expanded prohibits discrimination concerning the sale, rental and financing of housing based on race, color, religion, national origin, sex, familial status and disability; and*

***WHEREAS**, during the month of April, the U.S. Department of Housing and Urban Development and fair housing advocates will participate in a national effort to promote fair housing with a theme, "Fair Housing: Together We Can"; and*

***WHEREAS**, the City of Carpinteria has demonstrated its commitment to advancing equity in housing by partnering with the City of Santa Barbara's Rental Housing Mediation Program for the past 18 years, providing education, eviction prevention, and mediation services that have successfully resolved rental housing disputes out of court, thereby helping prevent homelessness; and*

***WHEREAS**, according to the 2024 Fair Housing Trends Report, despite the local, state, and federal laws prohibiting discrimination, 34,150 fair housing complaints were filed in 2023, the most ever filed in a single year, alleging discrimination based on one or more of the Fair Housing Act's seven protected classes; and*

***WHEREAS**, as part of the City's participation in National Fair Housing Month, the City will post a notice on its website directing residents to information about Fair Housing and the services provided by the Rental Housing Mediation Program.*

***NOW, THEREFORE,** the City Council of the City of Carpinteria does hereby proclaim **April 2025** as "**Fair Housing Month**" in the City of Carpinteria, and urges residents to understand and exercise their right to equal housing opportunity.*

***IN WITNESS WHEREOF**, the Mayor hereunto set their hand and caused the official seal of the City of Carpinteria, California to be affixed this 14th day of April, 2025.*

_____
Natalia Alarcon, Mayor
City of Carpinteria

ATTEST:

_____
Brian C. Barrett, CMC, CPMC
City Clerk

Agenda Section: Presentations
Agenda Item No.: 2
Council Meeting Date: April 14, 2025

A PROCLAMATION OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA DESIGNATING THE WEEK OF APRIL 21-28, 2025 AS "INTERNATIONAL DARK SKY WEEK" IN THE CITY OF CARPINTERIA

WHEREAS, *the beauty and wonder of a star-filled night sky are the shared heritage of all humankind, and the natural beauty of Carpinteria—including its starry skies—is cherished by residents and visitors alike; and*

WHEREAS, *the experience of standing beneath a starry night sky inspires feelings of wonder and awe, and fosters a growing interest in science and nature, especially among young people within the Carpinteria community; and*

WHEREAS, *light pollution not only diminishes our ability to see stars, but also has well-documented economic and environmental consequences that significantly impact ecosystems and human health, including in Carpinteria; and*

WHEREAS, *light pollution results in the waste of natural resources—amounting to roughly $3 billion per year in lost energy in the United States—and contributes to reduced energy security; and*

WHEREAS, *Carpinteria's natural areas are impacted by light pollution, which disrupts nocturnal wildlife and degrades ecosystem health, particularly in sensitive local habitats such as the Carpinteria Salt Marsh, Carpinteria Bluffs, local creeks, and nearby foothills; and*

WHEREAS, *reducing light pollution involves using outdoor lighting more effectively—directing light downward where needed and using it only when and where necessary; and*

WHEREAS, *DarkSky International, the globally recognized authority on light pollution, sponsors International Dark Sky Week to raise awareness of its effects, provide educational resources and practical solutions, and promote the enjoyment and protection of dark skies; and*

WHEREAS, *the City's General Plan/Local Coastal Land Use Plan includes policies to ensure that lighting from new development minimizes light pollution and limits impacts to environmentally sensitive habitat areas; and*

WHEREAS, *the City's General Plan/Local Coastal Land Use Plan also encourages the establishment of a "night sky" ordinance to provide standards for reducing direct and ambient light pollution;*

NOW, THEREFORE, *the City Council of the City of Carpinteria does hereby proclaim the* ***week of April 21-28, 2025*** *as "****INTERNATIONAL DARK SKY WEEK****" in the City of Carpinteria, and urges residents to learn about night sky friendly lighting, to implement practices and improvements that will reduce light pollution, and to look up and experience the wonder of the star-filled night.*

IN WITNESS WHEREOF*, the Mayor hereunto set their hand and caused the official seal of the City of Carpinteria, California to be affixed this 14th day of April, 2025.*

Natalia Alarcon, Mayor
City of Carpinteria

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk

Agenda Section: Presentations
Agenda Item No.: 3
Council Meeting Date: April 14, 2025

A PROCLAMATION OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA CELEBRATING THE 66TH ANNIVERSARY OF THE CARPINTERIA COMMUNITY AWARDS BANQUET

WHEREAS, *the 1st Carpinteria Community Awards Banquet was held in 1958 and was called the "Man of the Year" event, and after several name changes over the years it is now known as the Annual Carpinteria Community Awards Banquet; and*

WHEREAS, *the recently-formed Carpinteria Community Association, a local non-profit organization, now hosts the annual event for the sole purpose of celebrating people and businesses of Carpinteria for their various efforts, deeds and accomplishments; and*

WHEREAS, *this event provides an opportunity for our many local service organizations, non-profits and others to publicly recognize and honor their volunteers with Merit Awards; and*

WHEREAS, *Robitaille's Fine Candies is being honored for their many years of business in downtown Carpinteria where they received the first Outstanding Business Award in 1990, to today receiving their Outstanding Local Business Award as the Robitailles retire from business; and*

WHEREAS, *there is a special Spotlight on the Local Business Award for two local business families, each of whom runs 3 local stores. They are the Ben and Kerri Mascari family and the Zach and Mary Fahyat Ballat family; and*

WHEREAS, *two teachers from our local schools are chosen to receive an Educator of the Year Award, and three local high school seniors are selected as Finalists for the Junior Carpinterian of the Year Award which includes generous scholarship money provided by community businesses and members; and*

WHEREAS, *the Carpinteria City Council selected Ted Rhodes as the Volunteer of the Year (Merit Award) for the City; and*

WHEREAS, *the final highlight of the evening is the announcement of the Carpinterian of the Year for 2024.*

NOW, THEREFORE, *the City Council of the City of Carpinteria congratulates the Carpinteria Community Awards Banquet on its 66th anniversary and commends the Carpinteria Community Association for its commitment to honor the spirit of Carpinteria.*

IN WITNESS WHEREOF, *the Mayor hereunto set their hand and caused the official seal of the City of Carpinteria, California to be affixed this 14th day of April, 2025.*

Natalia Alarcon, Mayor
City of Carpinteria

ATTEST:

Brian C. Barrett, CMC, CPMC
City Clerk

Agenda Section: Presentations
Agenda Item No.: 4
Council Meeting Date: April 14, 2025

City of Carpinteria

COUNCIL AGENDA STAFF REPORT

ITEM FOR COUNCIL CONSIDERATION

Santa Barbara Metropolitan Transit District Update Presentation.

STAFF RECOMMENDATION

Receive and file the presentation from the Santa Barbara Metropolitan Transit District.

Sample Motion: I move to receive and file the presentation from the Santa Barbara Metropolitan Transit District.

DISCUSSION

The Santa Barbara Metropolitan Transit District will provide the City Council with an update on the following:

- Ridership
- Strategic Plan
- Action items from its Strategic Plan
- "The Wave" On-Demand Service
- Carpinteria Microtransit Area
- Financial Resilience / Fare & Service Equity

FINANCIAL CONSIDERATIONS

There are no financial considerations presented.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

There are no legal nor risk management considerations presented.

OPTIONS

1. Receive and file the presentation (staff recommendation).
2. Provide direction to staff.

PRINCIPAL PARTIES EXPECTED AT MEETING

Jerry Estrada, General Manager of Santa Barbara Metropolitan Transit District

ATTACHMENTS

A. Presentation Slides

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

Signature

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

Signature

ATTACHMENT A

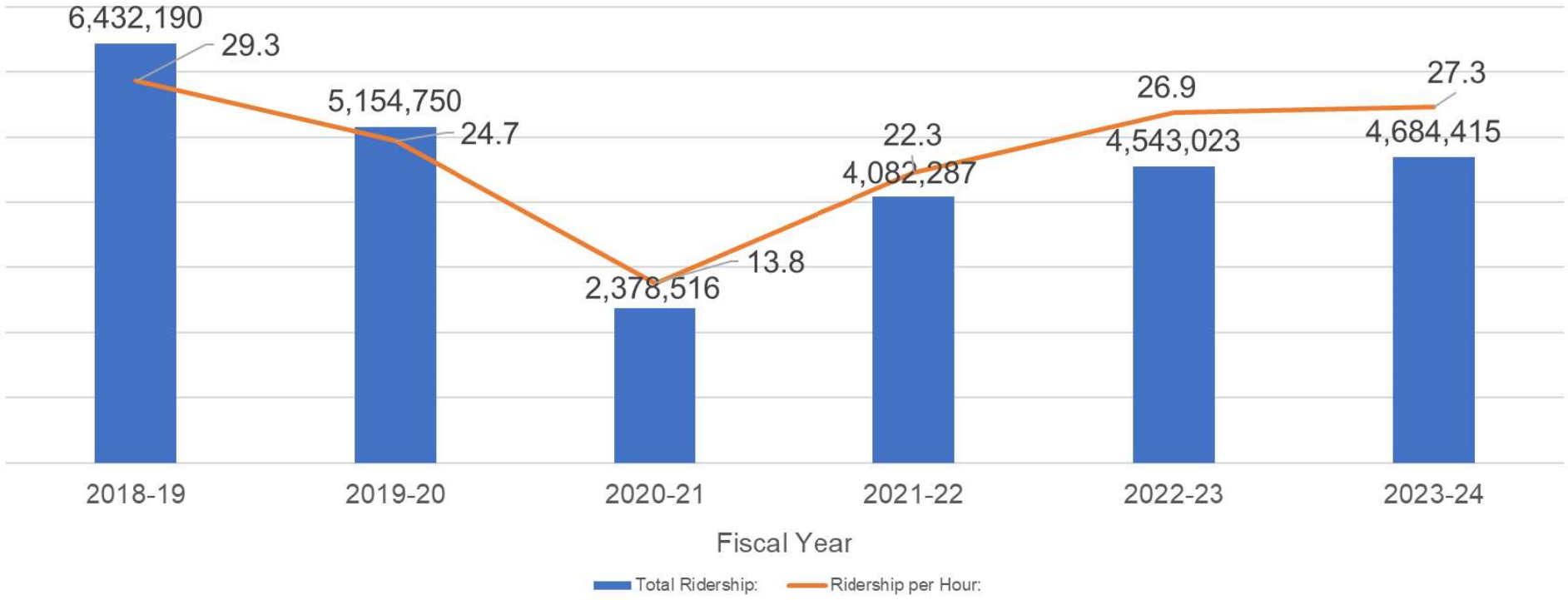
SANTA BARBARA MTD
UPDATE
TO CITY OF CARPINTERIA

Discussion

- Ridership Update
- Strategic Plan (Infrastructure & Equipment, Coordination and Workforce)
  - Action Items
    - Zero-emission Bus Roll Out
    - Terminal 2 Facility (Goleta)
    - Working with Agency Partners to Coordinate Plans & Services
    - Continue to Develop Recruitment Strategies to Restore the Workforce to Support Reliable Service Delivery

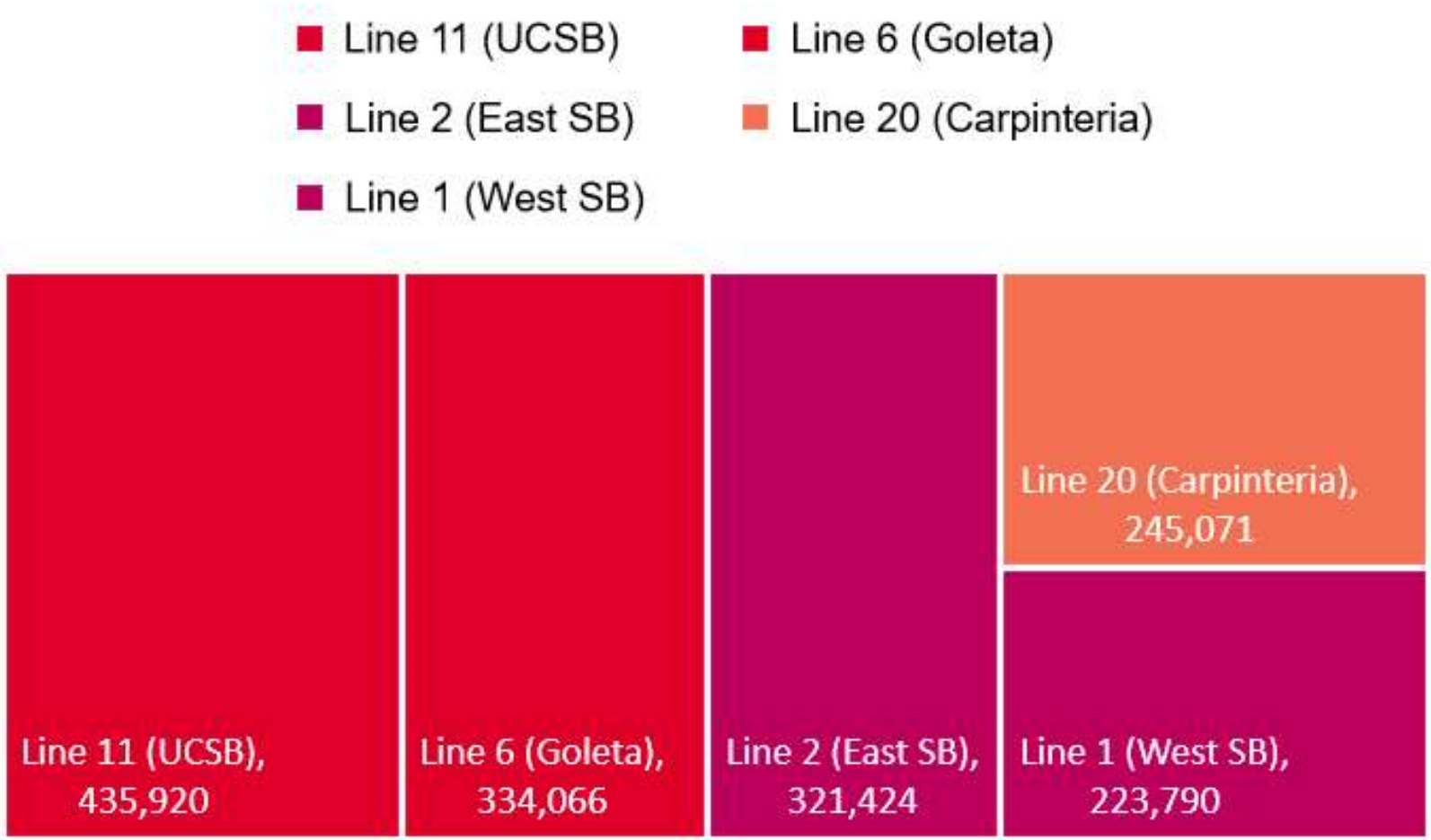
SANTA BARBARA MTD

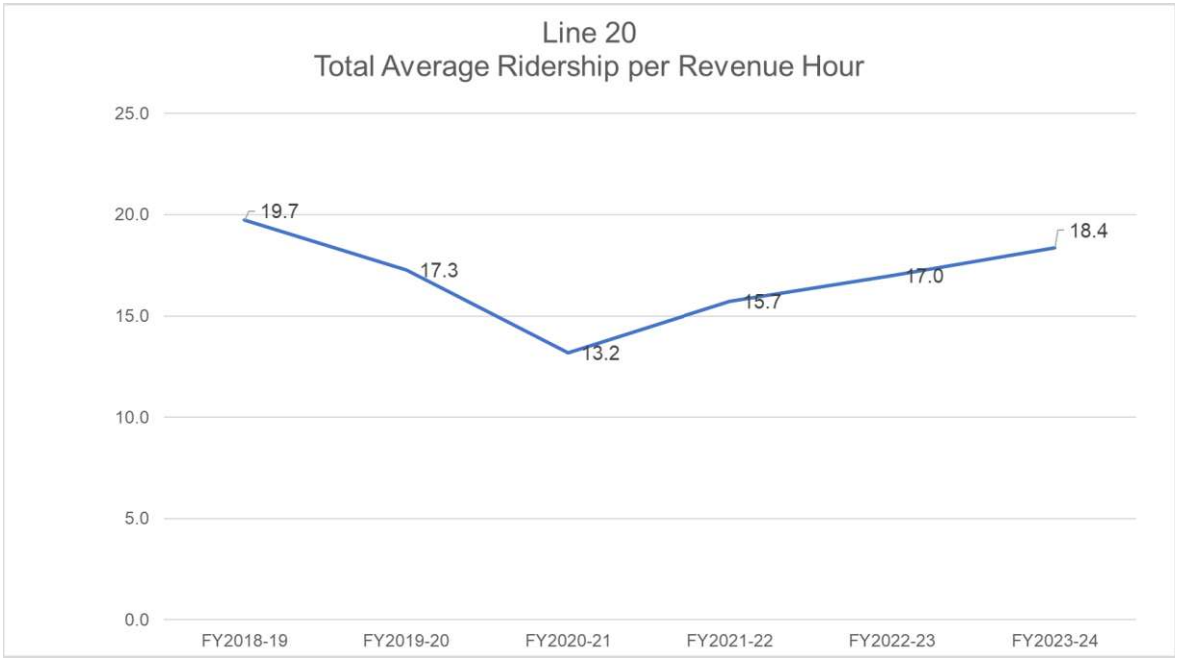
Total Ridership & Average Passengers per Revenue Hour Past Six Fiscal Years

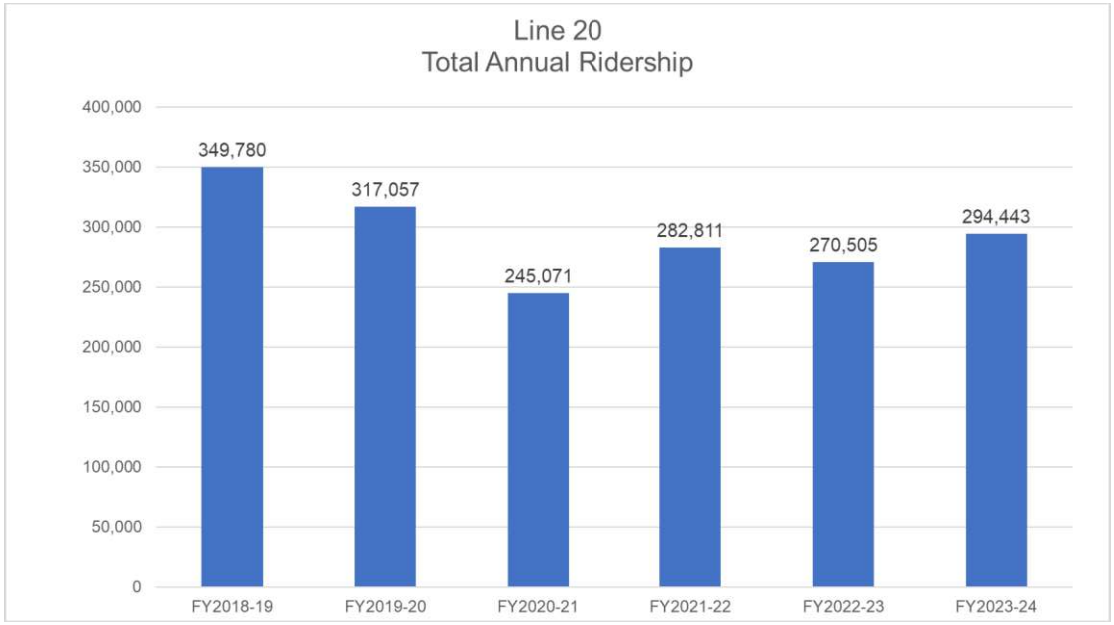


SANTA BARBARA MTD

Top 5 Lines by Ridership, FY21, Year-to-Date




Line 20
Total Average Ridership per Revenue Hour
25.0
20.0
15.0
10.0
5.0
0.0
19.7
17.3
13.2
15.7
17.0
18.4
FY2018-19
FY2019-20
FY2020-21
FY2021-22
FY2022-23
FY2023-24


Line 20
Total Annual Ridership
400,000
350,000
300,000
250,000
200,000
150,000
100,000
50,000
0
349,780
317,057
245,071
282,811
270,505
294,443
FY2018-19
FY2019-20
FY2020-21
FY2021-22
FY2022-23
FY2023-24

Line 19x (Carpinteria/SBCC Express)



Fleet, Facilities, & Technology

Action Items

- Continue implementation of Zero-Emission Bus Rollout Plan & Transit Asset Management Plan
- Build new Terminal 2 Operations & Maintenance Facility

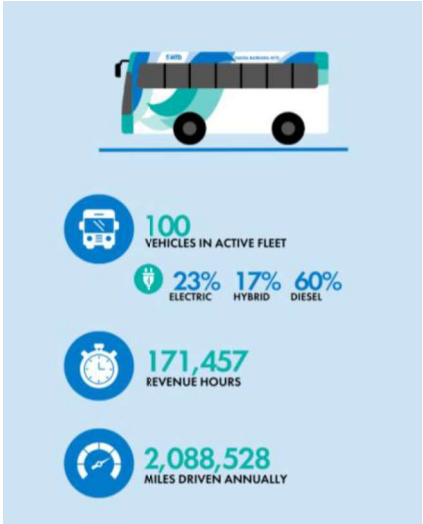




Fleet Status

Action Items

- Continue implementation of Zero-Emission Bus Rollout Plan & Transit Asset Management Plan
- Solutions for Congested Corridors Award – All Electric Buses for Line 20







Terminal 2, Phase 1 - After



Service & Operations Planning and Customer Experience

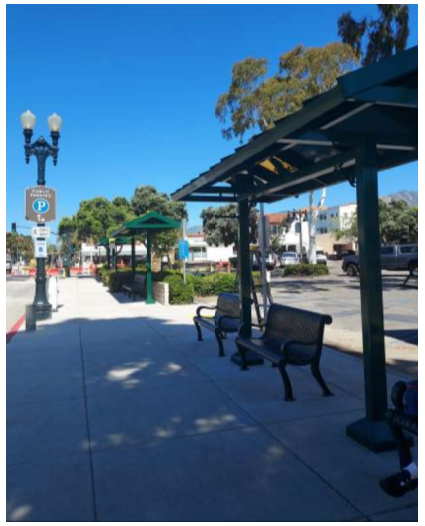
Action Items

- Analyze South Coast build-out potential based on land-use plans
- Work with agency partners to coordinate plans & services
- Analyze the expected effects of changing demographics
- Continue to improve bus stops
- Implement transit priority projects







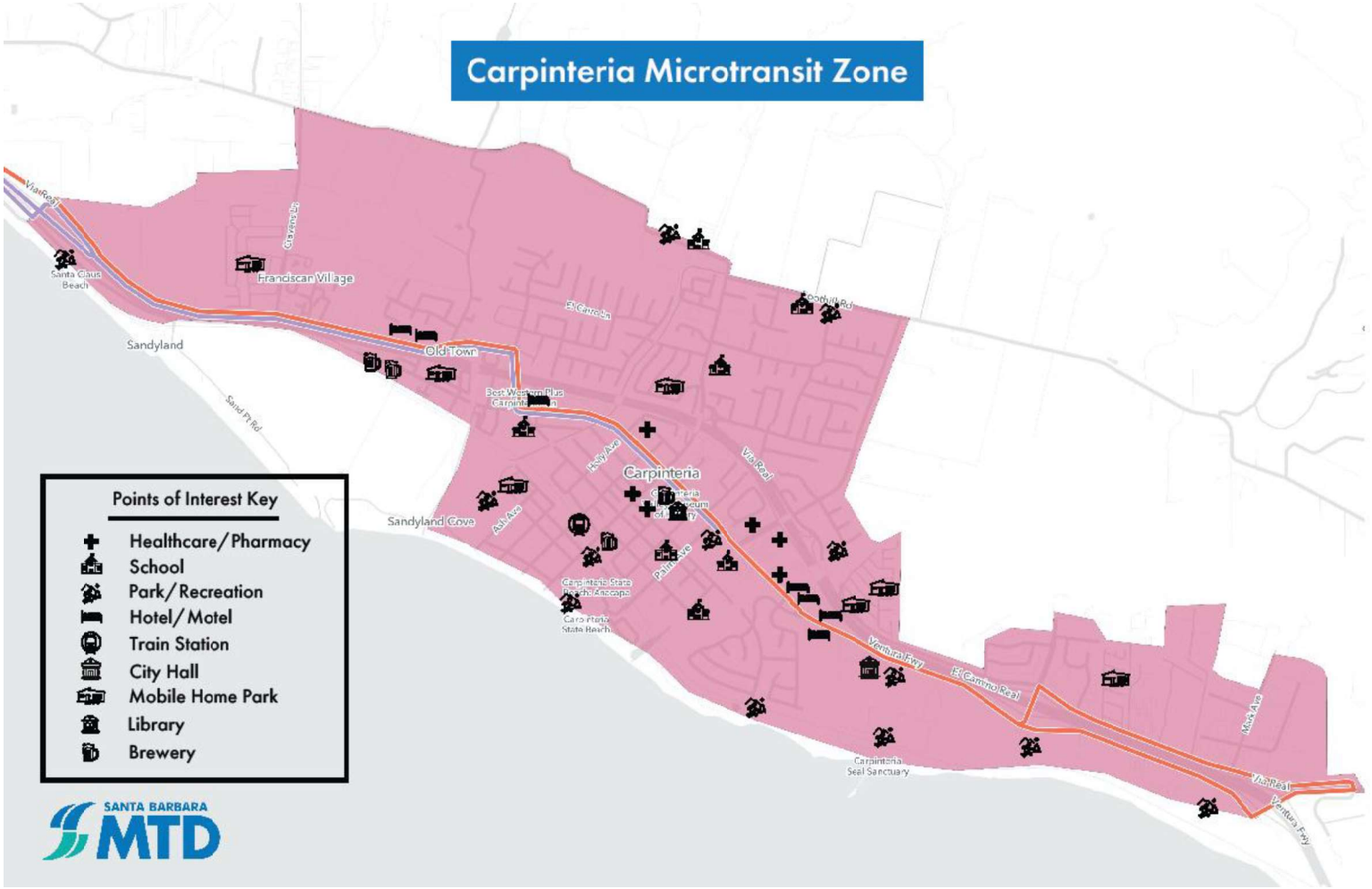


The Wave On-Demand Service

- Flexible, on-demand, curb-to-curb service between two points within a specified zone for a flat fare
- Operated with Ford Transit vans
- Rides ordered via smartphone app or a call to the Transit Center
- Operating funded on temporary basis
- Regular one-way fare $3; +65 or disabled $1.50; free transfer to fixed route



Carpinteria Microtransit Area



Financial Resilience / Fare & Service Equity

Balancing Operating Revenue & Expenditures

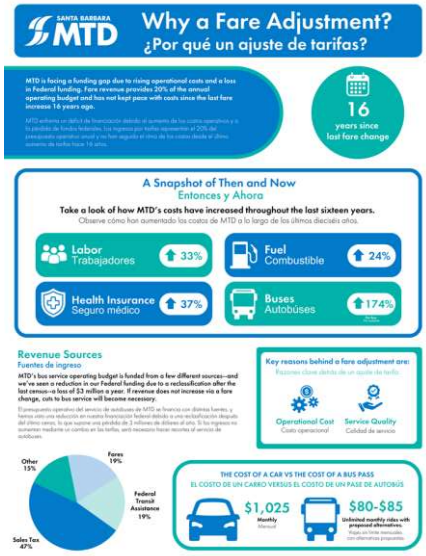
Fiscal Year

	24-25	25-26	26-27	27-28	28-29
Covid Relief Funds:					

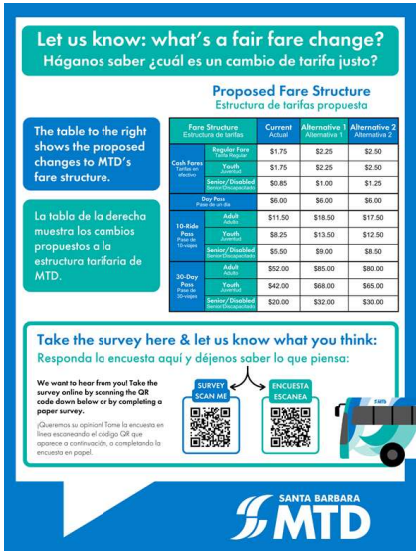
Action Items

- Continue to update and enhance five-year financial plan

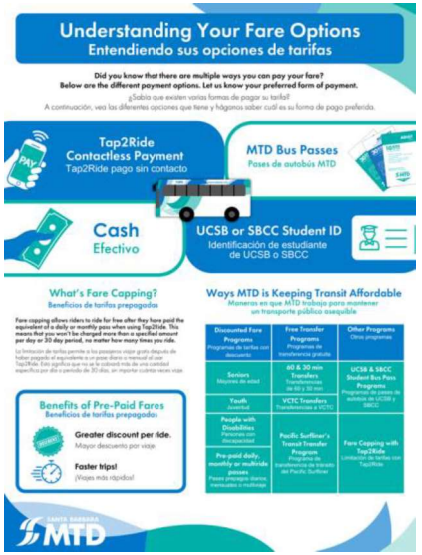
Why



Proposal



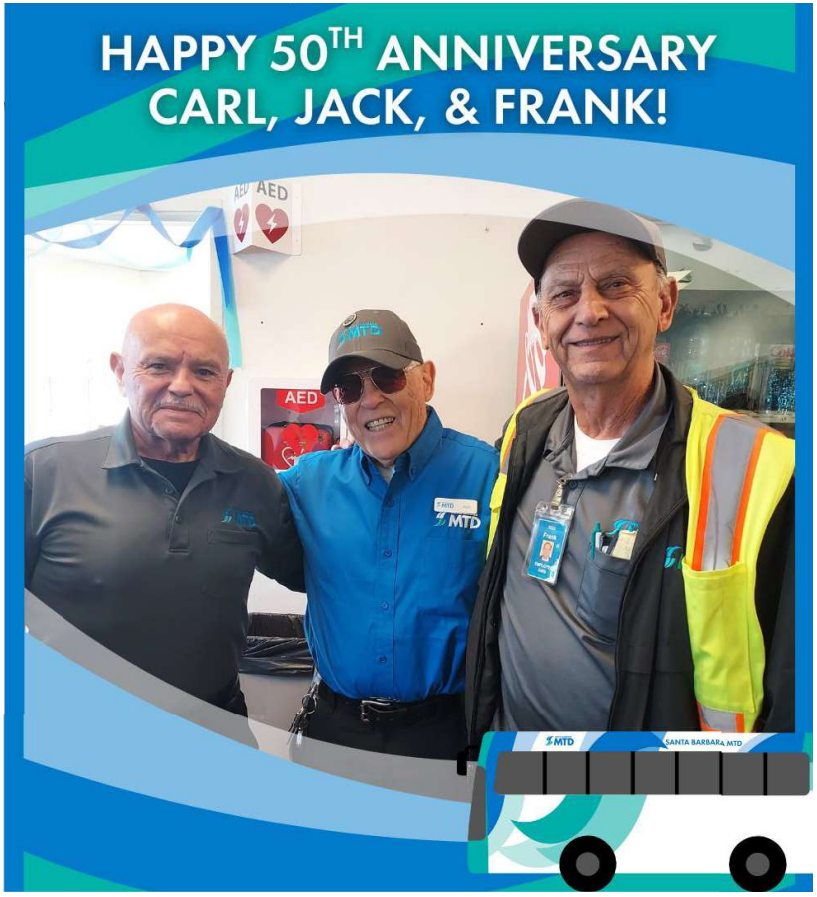
Payment Cap

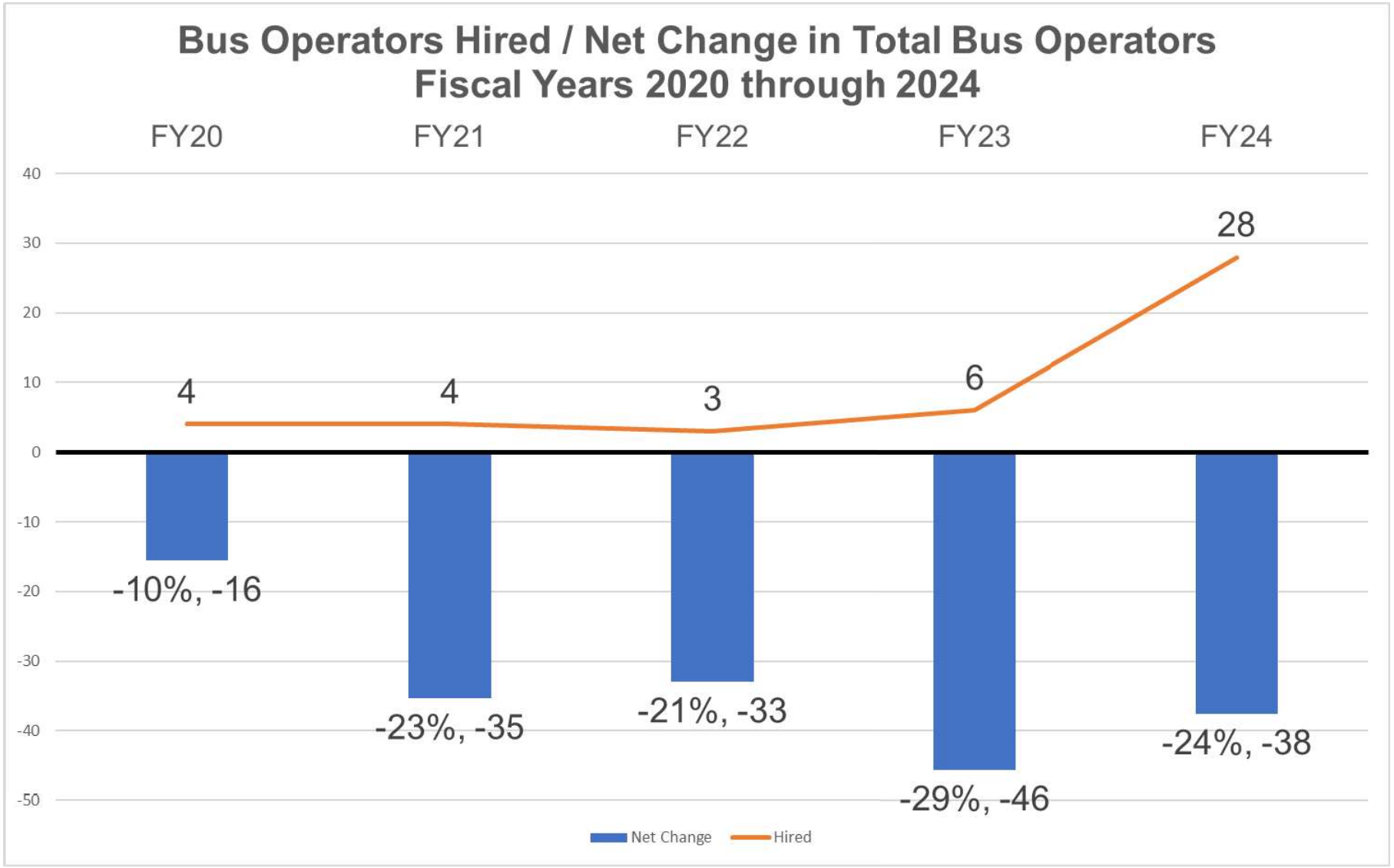


Workforce Recruitment & Retention

Action Items

- Continue to develop recruitment strategies to restore the workforce to support reliable service delivery
- Offer competitive compensation & benefit programs
- Encourage & support employee professional development
- Define & recruit new positions to keep pace with new technology





45 Hired, 39 Retained 87%

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

REGULAR MEETING AGENDA
MONDAY, APRIL 14, 2025
5:30 P.M.

---

1. Call to order and roll call.

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

3. Public Comment – This is the time for public comments on matters not otherwise on the agenda but within the subject matter of the Carpinteria Library Board of Trustees.

4. Approval of minutes of the regular meeting held March 10, 2025.

5. Carpinteria Community Library Monthly Report – April 2025.

   Recommendation: Receive and file the report.

6. New Business & Discussion.

7. Adjournment.

The Carpinteria Library Board of Trustees agenda and any associated staff reports will be available on Thursday, April 10, 2025 on the City's Website: https://carpinteriaca.gov/city-hall/agendas-meetings/. The Carpinteria Library Board of Trustees agenda and staff reports are part of the City Council agenda for its regular meeting of April 14, 2025. Please see "TEMPORARY ADJOURNMENT FOR THE PURPOSE OF HOLDING THE MONTHLY MEETING OF THE CARPINTERIA LIBRARY BOARD OF TRUSTEES." Details and procedures on how to provide public comment and participate in the meeting through telephonic means are available on the posted City Council agenda at https://carpinteriaca.gov/city-hall/agendas-meetings/.

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

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

REGULAR MEETING MINUTES
MONDAY, MARCH 10, 2025

---

1. Call to order and roll call.

President Alarcon called the meeting to order at 5:38 pm.

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

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

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

3. Public Comment

There was no public comment.

4. Introduction of New Employee: Stephanie Colburn, Literacy Coordinator.

City Librarian Thomas introduced Stephanie Colburn, Literacy Coordinator.

5. Approval of minutes of the regular meeting held February 10, 2025.

There was no public comment.

Motion by Vice President Solórzano, seconded by Boardmember Mayer, to approve the minutes of the regular meeting held February 10, 2025. Upon voice vote, the motion carried unanimously.

6. March 2025 Community Library Report.

Recommendation: Receive and file the report.

City Librarian Thomas presented the staff report.

There was no public comment.

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

7. New Business & Discussion.

There was no new business nor discussion.

8. Adjournment.

President Alarcon adjourned the meeting at 5:58 pm.

_____
Brian C. Barrett, CMC, CPMC, Secretary

City of Carpinteria

LIBRARY BOARD OF TRUSTEES AGENDA STAFF REPORT
April 14, 2025

ITEM FOR LIBRARY BOARD OF TRUSTEES CONSIDERATION

Carpinteria Community Library Monthly Report – April 2025

STAFF RECOMMENDATION

Receive and file the report.

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

BACKGROUND

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

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

DISCUSSION

Program and Collection Updates:

The Carp Reads program began on Tuesday, April 1, 2025, featuring *Solito* by Javier Zamora. This title and its related programming will explore themes of immigration and personal experiences in the United States. Solito recounts Zamora's experience as a child immigrating from El Salvador to the United States, told from the perspective of his nine-year-old self.

The program includes two book discussions, one in English and one in Spanish, as well as a keynote author talk on May 1 at 6:00 p.m. at Veterans Hall. Additionally, a panel discussion titled "I Am Carpinteria" will feature several community members who are also immigrants, sharing their personal stories. This event, held in partnership with the Alcazar Theater, is scheduled for Tuesday, May 15, at 6:00 p.m. at The Alcazar Theatre. Spanish

translation will be provided at the theatre to ensure accessibility for all attendees. As with all Library programs, Carp Reads events are free and open to the public.

Program details and complimentary copies of the book are available at the Carpinteria Library. This program is made possible through the generous support of the Friends of the Carpinteria Library, who are sponsoring the author talk and book giveaway. The Alcazar Theatre is a valued partner in presenting this community-focused initiative.

Staff Updates:

The City Librarian: The application period closed on April 9, with first-round interviews scheduled for Friday, April 18. The recruitment yielded a strong applicant pool.

Library Technician: Interviews were conducted on March 31, using the existing candidate list. A conditional offer has been accepted by the selected candidate.

Literacy Coordinator: On April 30th, a successful tutor training session was conducted with a diverse group of 16 individuals of varying ages. These individuals will be matched with English learners of different proficiency levels in the coming days and weeks.

Library Outreach: On April 2, the Carpinteria Head Start Program held a Parent Socialization Event at the Library, attended by approximately 21 families and CommUnify staff. The event included a presentation by our Community Engagement Librarian, Eric Castro, on the "1,000 Books Before Five" program. This library initiative encourages parents to read 1,000 books with their child before kindergarten, helping young children develop early literacy skills, build vocabulary, and enter school prepared to learn.

Additionally, the Library will be hosting a Fraud Prevention class in Spanish on April 21, offered by the Sheriff's Department.

Seasonal part time position: A recruitment for a seasonal summer position will open soon. This position will provide support for the summer reading program during June and July.

Library Strategic Plan Update: Development of the Library Strategic Plan is currently underway. The initial phase has been completed, which included:

- Onboarding, including project management meetings, workflow planning, access to existing data, and scheduling of in-person and virtual meetings.
- Mission and visioning sessions with Library staff.
- SWOT analysis with Library staff.
- Community asset mapping training.
- A visioning session with the Library Advisory Commission and the Friends of the Carpinteria Library.
- Interviews and meetings with City staff.

The initial timeline for the strategic plan was condensed, making the community asset mapping phase feel rushed. To allow for a more thorough and thoughtful process, the project competition timeline has been extended into August 2025. This extension will also allow the newly hired City Librarian to contribute to the final strategic plan. City staff, the Library Advisory Commission, and the consultant are in agreement that this revised timeline (Attachment A; pages 6 and 7) will provide a more comprehensive understanding of community needs.

Federal Funding to Public Libraries: The California State Library (CSL) received a Notice of Termination of Federal Grant by the Institute of Museum and Library Services (IMLS) stating that the 2024-25 federal grant awarded under the Library Services and Technology Act (LSTA) will be terminated effective April 1, 2025 (Attachment B). This decision will have a significant impact on LSTA-funded programs, including vital services such as lunch at the library, workforce development programs, and book-to-action initiatives.

The services and resources currently provided statewide by the State Library that will be discontinued include:

- Funds to add titles to California's Bookshelf and statewide access to the materials
- Subscriptions to the New York Times.
- Free access to Cal Matters for Learning.
- Free access to continuing education and leadership opportunities for library staff through California Libraries Learn (CALL).
- Resource guides, collections of books, and training for staff to support summer reading programs.
- Subscriptions to ProLiteracy and Change Agent, and training and resources for local library literacy programs.
- Subscriptions to VolunteerMatch, and support for recruiting, training, and working with volunteers.
- Free access to PolicyMap, mapping and data analytics tool, and training for staff in collecting and using data.
- Preservation and digitization services for your collections, training for library staff, and support for setting up memory labs.

The direct impact to Carpinteria Community Library users will be minimal. It is likely that the current free access to the New York Times and some learning platforms will be eliminated between now and July 1, 2025. Some in-person and new staff training opportunities will not be available. However, Black Gold costs and the Zip Book grant should not be affected.

Library story: The English as a Second Language (ESL) class through Santa Barbara City College recently visited the Carpinteria Community Library to familiarize themselves with available resources. During the visit, students learned how to navigate the Library's catalog and collections, access books, magazines, movies, museum and park passes, the

Library of, as well as take advantage of various free programs. As a result, many students registered for library cards, with 90% of the class now active library users.

Operations:

Restroom renovation: Plumbing parts have been ordered and staff are working together to plan for the least disruption possible while new toilets, a floor drain, new tiling, and new changing tables are installed in the restrooms.

Following a recent system update, the Library's KOHA system now supports Spanish-language communication. This update allows patrons to receive automatic email notifications and printed transaction receipts in Spanish if they prefer. The notices need to be manually created by staff, but that process has begun. KOHA, the Library Management System, handles all aspects of library operations, including cataloging, circulation, acquisitions, and reporting.

POLICY CONSISTENCY

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

FINANCIAL CONSIDERATIONS

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

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

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

OPTIONS

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

PRINCIPAL PARTIES EXPECTED AT MEETING

None

ATTACHMENTS

Attachment A – Revised contract with The Door Consulting with extended timelines
Attachment B – California State Library press release regarding termination of funds from the Institute of Museum and Library Services (IMLS), effective April 1, 2025

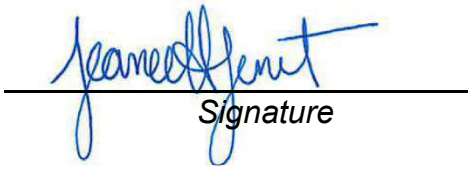
Staff contact:
Eric Castro, Community Engagement Librarian
(805) 684-4314, ericc@carpinteriaca.gov



for

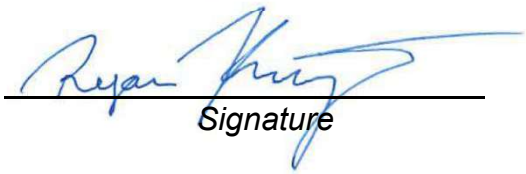
Signature

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



Signature

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



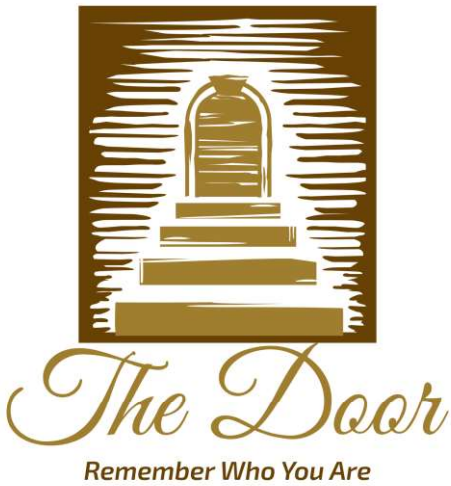
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Reviewed by: Michael Ramirez, City Manager
(805) 755-4450, michaelr@carpinteriaca.gov



Signature

ATTACHMENT A



CONTRA COSTA COUNTY LIBRARY

INTERCULTURAL DEVELOPMENT

Ph:951.409.5385|hello@thedoorcoaching.com

The following proposal is set for 90 days.

Akiliah Manuel, Principal
6130 Camino Real #2 Jurupa Valley, CA 92509

OVERVIEW

Tiny Footprint Farm, LLC doing business as The Door Coaching is pleased to submit this proposal for intercultural development to support the Contra Costa Library leadership and ultimately the Library System and Community. I have coached over 50 individuals in intercultural development and three organizations (cohorts) with the most recent being the Catalyst Leadership Development program at present.

My facilitation and coaching approach are through an equity lens which creates the proper framework to meet your goal to plan and deliver responsive, inclusive, and accessible library services that support the informational and enrichment needs of individuals of all ages living and working in the Contra Costa County. The highlight of this proposal is the inclusion of personal coaching, and strategic scaffolding of deliverables that will increase the library system's ability to adapt in culturally appropriate ways.

Disclosure: There are no financial relationships or agreements between Tiny Footprint Farm, LLC (also known as The Door) or Akiliah Manuel with any related entities of Contra Costa County Library System.

Objective

- Programming: Create expectations and guidelines for inclusive programs that center around accessibility for different types of people but are also understood and supported by library personnel.
- Patron Incident Tracking System (PITS): Increase intercultural development of key staff to mitigate PITS reflecting quantitative data that is not reflective of patron and staff interactions and mitigate weaponization of the software.

The Opportunity

- Goal 1: Administer the Intercultural Development Inventory including group and individual briefings, debriefs and coaching.
- Goal 2: Provide Workshops
- Goal 3: Public Presentation-Ensure transparency and accountability by presenting the strategic planning process and findings to all stake holders. Specifically, by creating and

distributing a culminating document and in-person presentations at the Library Advisory Commission and Library Board of Trustees meetings.

QUALIFICATIONS

Akiliah Manuel, Principal at The Door Coaching has worked in public libraries since 2012 and been responsible for library services as Manager and higher for the last nine years. Akiliah has managed joint-use, medium and large libraries including serving as Deputy Director and Interim Director of Operations for the Riverside County Library System which includes 36 branches, two book mobiles and a museum. She has directed both city and county/municipal libraries of various staff capacities, demographics and collections and budgets, including libraries that contract facilities throughout the County.

Since 2012, Akiliah has designed and delivered programs for families, children, teenagers, English language learners, Adults and people experiencing homelessness. She chaired the Riverside County Homelessness Resource Committee and spearheaded Project Connect which brought resource fairs to various libraries to provide real time services to people experiencing homelessness. In 2021 she and her colleagues won the California PR Excellence award for their initiative called Ready Access: Reentry Services for Decarcerated Populations. The toolkit and resources have since blossomed into a Community of Practice which includes library workers from over 12 states.

Akiliah has a demonstrated ability to collect and analyze quantitative and qualitative data as exhibited in the many grants she wrote and been awarded, based on assessing the needs of the communities in which she has worked. Most recently, Akiliah analyzed data for her own Library Services Department which resulted in operational and strategic plans. (Refer to the previously furnished strategic plan).

Akiliah has managed and directed libraries with collections and operation budgets ranging from $20,000-$20,000,000 and is adept at identifying funding sources, while keeping in mind feasibility and sustainability of which the latter is often overlooked. She has written and been awarded grants ranging from $5,000- $240,000. Examples are below.

- #IWontBang- Education and early intervention for at risk youth- Book to Action Grant
- Ready to Work-Job Preparedness for Teens and Adults- Imagination Grant
- Library To You- 2 Library Resource Vans-Shared Vision Grant

Akiliah has coached 13 branch managers through the strategic planning process for their libraries and developed and delivered the most recent strategic plan in 2021 for the Lodi Public Library where she served as the Library Director. Akiliah has a working knowledge of public libraries, auxiliary and governing boards.

While she has a cursory knowledge of Carpinteria, she intends to rely on people who live and work in the community for their knowledge. This, coupled with her experience

working with an array of library sizes, budgets and communities will aid in research-based recommendations.

Akiliah is a sought-after speaker and trainer within California. Clients include the California State Library, California Libraries Learn and the Catalyst Leadership Development program. Her professional areas of interest and expertise are partnerships, community asset mapping, facilitation and intercultural and professional development. Akiliah is a member and has presented at the following professional associations: California Library Association, Public Library Association and American Library Association.

The Distinctives that set The Door apart from other strategic planning consultants is:

- **Vision Casting-** It starts with the library team and skilled facilitation. Discussing their DNA, distinctives and aspirations as a team. I help them under the leadership of the Director to craft a mission and vision they will be eager to share and embody. This is the north star that tethers the remainder of the process.
- **Community Asset Mapping**- The public library of 2024 cannot do it all. The library will be coached in community asset mapping, employ deep listening, increased *equity* and honoring *diversity*, with an aim to expand the scope of library services through partnerships and accessibility.
- **Bias Free Consultation-** I make recommendations based on the aggregated and analyzed data made known to me with feasibility and sustainability in mind. My recommendations may go against popular opinions or desires. You can count on true consultation in addition to ensuring the goals the stakeholders choose based on, *or* against my recommendations are included.

Execution Strategy

Our execution strategy incorporates proven methodologies, extremely qualified personnel, and a highly responsive approach to managing deliverables. The following is the outline of the developed plan based on the panel Discovery Call with the Advisory Commission (LAC) and Jody Thomas. The panel emphasized accessibility and equity for all community members. A desire to raise public awareness of the library and increase patronage. They want the infrastructure to be assessed as well as having a central plan that will inform the Library Board of Trustees/City Council in future decision making. The following is the outline of the project, deliverables and proposed timeline.

Outline

I. Introduction

A. Onboarding with Jody Thomas, getting access to all existing data, research, fact finding and visual and cursory assessment of the library, service area and community by the consultant.
B. Orientation, Mission and visioning and SWOT analysis with the library team.
C. Training team on community asset mapping

II. Body of Work

A. Community Asset Mapping: Will be conducted by library staff to identify individual, affiliate groups and institutions within the service area. The goal being to listen deeply and leverage the strength of the vibrant Carpinteria community to address opportunities for improved delivery service and other needs.
B. Community Conversations: While asset mapping is being conducted, community conversations will be held on and off site to hear candid feedback from the community. These sessions will be held in English and Spanish and in a manner that is culturally appropriate for most attendees.
C. Interview Library Advisory Commission for feedback on long term vision.
D. Aggregating Data: After the activities the data from the asset mapping, previously submitted data, community conversations and LAC will be aggregated and analyzed for emerging themes. The results will be shared with Jody and staff to establish short-term (3-year goals).
E. Plan Preparation: The internal report and publication will be prepared and delivered to Jody for review, after which time it will be sent for publication including an active link for viewing via the website and social media handles.

III. Conclusion

A. Presentation: The plan will be distributed and presented to the LAC and Library Board of Trustees at their public meetings in May.

Project Deliverables

Following is a complete list of all project deliverables:

Deliverable	Description
Tracking	Weekly check-ins and monthly meetings with the Library Director to provide updates as well as receive directions via Zoom or In-Person.
Coaching	Educate and coach library staff in community asset mapping for the purpose of identifying prospective partners to enlarge the scope of library services and address the most critical patron issues. Delivery in person. Coach Director on updating the plan

Facilitation	Host two (2) in-person sessions with library department staff. Host at least two and no more than three (3) community forums with at least one-off site.
Final Report	Include a mission statement, a vision statement, an executive summary of the strategic plan, detailed action plans, and recommendations for implementation.
Publication	A beautiful and dynamic strategic plan containing high-quality graphics, tables, narrative, and strong visual storytelling to effectively communicate the library's Strategic Plan to a wider audience.
Presentations	Public presentations of the Strategic Plan to both the Library Advisory Committee and Library Board of Trustees via

Timeline for Execution

Key project dates are outlined below. Dates are best-guess estimates and are subject to change until a contract is executed. Start and end dates reflect the window of time to conduct the milestone. Duration reflects how much time is required to complete the milestone. Hours devoted are noted in parentheses for in person delivery and preparation time for the milestone.

Description	Start Date	End Date	Duration
Onboarding- Includes initial project management and workflows meetings, access to existing data, and plotting specific dates for in person and virtual meetings. Survey of service area. (6 hrs.)	2/27/25	3/19/25	20 days
Mission/Visioning w/Library Staff (2 hrs.)	2/27/25	2/27/25	1 days
SWOT ANALYSIS w/Library Staff (6 hrs.)	2/17/25	2/28/25	2 days
Phase 1 Complete	-	3/1/25	**18 days**
Community Asset Mapping-Training (2 hrs.)	3/7/25	3/7/25	1 days
Community Asset Mapping-Conducted (2 hrs.)	3/14/25	4/30/25	47 days
Community Forums (6 hrs.)	3/17/25	4/30/25	44 days
Visioning Session w/ Library Advisory Commission (3 hrs.)	3/11/25	3/11/25	1 day
Phase 2 Complete	-	4/30/25	**54 days**

Vision with the Library Board of Trustees (City Council)	4/14	4/16	3 days
Prioritization meeting with Library P.O.C	5/8/25	5/8/25	1 day
Submit to Plan to Library P.O.C for revision/approval (20 hrs.)	5/15/25	5/22/25	7 days
Send to Printer for Distribution	6/6/25	6/20/25	14 days
Library Team Debrief (1 hr.)	7/10/25	7/10/25	1 day
Phase 3 Complete	-	7/10/25	**63 days**
Present to Library Advisory Commission (3.5 hrs.)	8/4/25	8/4/25	1 day
Present to Library Board of Trustees (.5 hrs.)	8/11/25	8/11/25	1 day
Phase 3 Complete		8/11/25	**7 days**

Supplies

The following are to be supplied by Carpinteria Library or its auxiliary group(s) for this project. For The Door Coaching to meet project milestones, this material must be supplied on schedule. The due dates included in the following table represent our best guess based on current proposed project dates:

Supplies to be supplied by Carpinteria Library	Due Date*
Internal library statistics including '23-'24 current stats for '25	2/17/25
Copy of CSL report for FY '23- 24	2/17/25
Use of a library space for onsite community forum and staff training	2/28/25

**We cannot be responsible for cost overruns caused by client's failure to deliver materials by agreed-upon due dates.*

EXPECTED RESULTS

We expect our proposed solution to Carpinteria 's requirements to provide the following results:

- Result #1: Increased staff engagement as this plan includes their input and participation throughout.
- Result #2: Unity: This plan will bring together staff, the Board of Trustees and Advisory Commission around a central, anchoring objectives.

- Result #3: Increased patronage. The process for the plan and plan itself is being approached through an equity lens for patrons and those who do not currently patronize the library. The result will be one addressing the needs and desires of the Carpinteria community.

PRICING

The following table details the pricing for delivery of the services outlined in this proposal. This pricing is valid for 90 days from the date of this proposal:

Services	Price
Consulting/Training/Facilitation/Data Analysis Fees @ $150 per hour. 52 hours are outlined above in the timeline. This time includes preparation and delivery of each milestone.	$7,800
Independent subcontractor: Graphic Design, Editing	$1,500
Hard Copies and Online access to the plan for City/Library Website and social media handles	$700
Travel: Minimum 40 hours for 10 In person days in Carpinteria. Mileage included.	$6,000
Incidentals: Including additional travel, meetings, supplies, hospitality.	$500
Total Not to Exceed	**$16,500**

The prices indicated in this table are for the work detailed in this proposal. The price is flat rate. Any additional services will be invoiced separately.

The proposed payment schedule is $5,500 due on or before the thirtieth (30th) day of March and April and the fifteenth (15th) day of August 2025. Make checks payable to: **Tiny Footprint Farm, LLC.**

References

These references represent skilled professionals in the library world. I coached Joan and Karen through strategic planning for the libraries that they managed. Brian served on the Lodi Library Board of Trustees as I developed, facilitated and delivered their strategic plan. All of them are familiar with my process, my community and strengths-based approach, and how the plans turned out!

Name| Current Position | Library Plan I consulted/coached for	Contact Info.
Joan Tyler| Chief Librarian, Riverside County Library System | Lois Rubidoux Library	Joan.elizabeth.tyler@gmail.com Ph: 951.818.6915
Karen Snider | Librarian, Huntington Beach Library | Mead Valey Library	Ksnider5@kent.edu Ph: 724.407.0201

Brian Campbell | Pres, Lodi Library Board of Trustees | Lodi Library	b.v.campbell3@gmail.com 209.642.5391

INSURANCE

Tiny Footprint Farm, LLC, maintains general liability insurance through biBerk insurance. The coverage is as follows and a certificate of insurance of insurance will be issued for this project once the contract is completed.

Liability and Medical (each occurrence) $1,000,000

General Aggregate..... $2,000,000

Products & Completed Operations Aggregate.... $2,000,000

Medical Expenses (each person) $5,000

Tiny Footprint Farm, LLC does not employ anyone in a manner that is subject to workers' compensation laws in California. A signed affidavit is included in the appendix.

CONCLUSION

I look forward to working Carpinteria Library and support your efforts to create plan that is back actionable and visionary for the future of the library. My passion is facilitating a strategic plan that the entire community can rally around and break down silos. I am confident we can meet the challenges ahead and ready to partner with the library workers, Director and Advisory Commission who all have the library's best interest in mind.

If you have questions on this proposal, feel free to contact Akiliah at your convenience by email at hello@thedoorcoaching.com or by phone at (951) 409-5385. I look forward to coordinating a time for the selection interview on January 24th.

Thank you for your consideration,

Akiliah Manuel
Principal

ATTACHMENT B

California State Library Receives Notice of Termination of Federal Grant by IMLS

For Immediate Release:
April 3, 2025
Contact: Jeff Barbosa
(279)-399-8981
press@library.ca.gov

SACRAMENTO, CA – The California State Library has been notified by the federal Institute of Museum and Library Services (IMLS) that, effective April 1, 2025, the 2024-25 federal grant awarded under the Library Services and Technology Act (LSTA) has been terminated.

In the current fiscal year (2024-25), the State Library received $15,705,702 in funding to assist local California libraries to provide programs and services, as well as supporting the services provided by the State Library to state government, policymakers, and the public. Over 21 percent of that funding has yet to be sent to California.

“We are deeply disappointed by this ill-informed decision, which immediately affects critical programs supported by these funds,” said Rebecca Wendt, California Deputy State Librarian. “The California State Library remains committed to serving all of the people of California and will explore alternative means to ensure continued access to essential library services.”

Library Services and Technology Act (LSTA) in California

The Library Services and Technology Act (LSTA) has provided critical funding for a wide range of programs that benefit communities across California. These funds support early learning and literacy programs, such as storytimes and play spaces for low-income families, summer reading initiatives that engage over a million children and teens, and programs that help at-risk youth develop workforce-readiness skills. Additionally, LSTA funds have enabled State Library staff to assist with the expansion of the Student Success Card program, ensuring that all California students receive a public library card by third grade.

Beyond literacy, LSTA funding strengthens communities by supporting diverse programs that align with California’s cultural, educational, and environmental priorities. Local libraries have used these funds to create climate education programs, community gardens, tool libraries, and telehealth privacy pods for individuals without home internet access. Libraries also provide valuable services for veterans, formerly incarcerated individuals, and tribal and rural communities. High-speed broadband initiatives, along with

programs like California Revealed and the Cultural Heritage Disaster Preparedness Program, ensure that California's history and cultural treasures are preserved and accessible to the public.

LSTA funding also expands access to learning resources for Californians of all ages. It supports the state's only shared eBook collection, free access to major news publications like The New York Times and CalMatters for Learning, and databases that serve state employees, lawmakers, and the general public. The Career Online High School program, supported by State Library staff, enables adults to earn their high school diplomas through local libraries, while the Braille and Talking Book Library ensures that visually impaired Californians have free access to books in accessible formats.

Additionally, these funds help strengthen California's library workforce through statewide training, leadership development, and tuition reimbursement for those studying to become librarians. Libraries also benefit from partnerships with state agencies, including the Departments of Aging, Public Health, and Technology, which allow public libraries to serve as vital hubs for government resources and community engagement. Moreover, LSTA funds support programs that promote government transparency, such as cataloging and maintaining access to federal and state government documents.

From fostering literacy and lifelong learning to preserving history and expanding digital access, LSTA funding plays an essential role in ensuring that California's libraries remain innovative and responsive to the evolving needs of the communities they serve.

The California State Library will provide further updates as additional information becomes available.

 # END RELEASE TEXT #

About the State Library: Established in 1850, the California State Library is the central reference and research library for state government and the Legislature. The library collection includes more than 4 million titles, 6,000 maps and 250,000 photographs, and includes an extensive collection of documents from and about the state's rich history. The State Library also serves California's local libraries, providing state and federal funds to support public libraries and deliver statewide programs and services. State Library Website

SANTA BARBARA SHERIFF'S OFFICE

MEMORANDUM

Memorandum

Date: **April 14, 2025**

To: Carpinteria City Council

From: **Chief Rich Brittingham**

Subject: City of Carpinteria – March 2025 Monthly Report

City of Carpinteria
Chief's Recap

Sun, 03/02/25 **532 PC (Fraud) 1200 Blk Cravens**
Deputies spoke with an 80-year-old victim who bought $1,900.00 worth of Target and "Coinme" gift cards and gave the gift card information to a scammer who claimed the government was going to take all the money out of her bank accounts. The scammer was going to use the gift cards to secure the victim's money so the government could not seize her money from her bank accounts.

Mon, 03/03/25, **211 PC (Armed Robbery)** **4000 Blk Carpinteria Ave**
Deputies responded to a 211PC with a firearm at a business in the 4000 Blk of Carpinteria Ave. The male suspect was wearing dark clothing. The suspect had a glove and yielded a black firearm. The suspect pointed the firearm at a female victim. The suspect then stole an amount of cash from the register. The suspect was last seen running toward a vehicle near Linden Ave. Sheriff's Forensics processed the scene and Detectives were advised.

03/05/25 532 PC (Fraud) 4800 Blk Sawyer Avenue (Carpinteria)
Deputies spoke with an 80-year-old victim who withdrew $40,000.00 in cash and gave it to a scammer who claimed to be from the US Marshals and claimed her identity was stolen and associated with illicit purchases. The scammer said he would secure her money in the US Federal Reserve but needed her to withdraw all her money. An associated scammer also called her using a masked number which returned to the City of Carpinteria who claimed to be a Deputy with the Santa Barbara Sheriff's Office.

03/05/25, E-bike TC Via Real / Bega Way
A bicyclist travelling in the bike lane against traffic struck the rear passenger side panel of a vehicle making a right turn onto Via Real. The bicyclist stated they were uninjured, but a bloodied scrape on his forearm was observed during the investigation.

03/18/25, E-bike TC Carp Ave/Palm Ave
Deputies responded to a report of a vehicle vs. pedestrian incident. Upon arrival, it was determined that a 14-year-old student from Carpinteria Middle School had been struck by a vehicle while riding his electric bike. Based on the investigation, it was concluded that the juvenile was at fault for running the red light. The driver who struck the juvenile was found to be unlicensed and was issued a citation for VC 12500(a), unlicensed driver.

Community Outreach

Event Participation / Upcoming Events:

- Deputy Pereyra provided an elder scam presentation in English on April 3, 2025 at the Veterans Hall Meeting Room where twelve members of the public attended. The Spanish version of the presentation will be provided on April 21, 2025 at 6 pm at the Veterans Memorial Hall Meeting Room.
- On April 7, Chief Brittingham participated in an E-conveyance safety discussion with other local stakeholders.
- Coffee with a Cop: TBD

Criminal Investigations Bureau
City of Carpinteria Investigations

Case Overview (February 2025 Stats)

Number of new cases forwarded to investigations: 25

Number of cases suspended: 0

Number of cases assigned: 3

Number of cases closed by arrest: 0

Number of cases closed by other: 22

Number submitted for complaint: 0

Number of current active cases: 16

Chief's Message

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

Non-Emergency Dispatch Number: 805-683-2724

- **Scams:** Scammers continue to be prey on the elderly. Below are the top 9 scams targeting elderly seniors:
  1. Grandparent Scam – grandkid in danger
  2. Government Impersonation Scam- IRS, Social Security Admin., etc.
  3. Investment Scams- minimal risk and assured returns
  4. Health Insurance Scams- impersonate medical agent for personal info
  5. Fake Accident Scam- impersonate relative/loved one needing help
  6. Technical Support Scam- offer help/computer virus/gain access to accounts

7. Lottery Scam- you won! Provide your account info
8. Fake Charity Scams- especially after disaster
9. Bank Fraud Calls Scam- possible fraud with your account, obtain your information

- **E-Bike/Bicycle and Vehicle Safety:** We have had multiple collisions between e-bikes/bicyclists and vehicles. We are currently collaborating with the City and other local stakeholders to address safety issues within the community. Soon, we will put forth a campaign to educate the public on bike safety and the "rules of the road" for bicyclists. (Bicycles follow all same traffic laws as vehicles)

Respectfully,

Chief Rich Brittingham

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

Commander's Recap

Coastal Patrol Bureau

March 2, 2025 to March 8, 2025

Sunday 03/02/2025

1455 532 PC Cravens Lane (Carpinteria) Oliver

Deputies spoke with an 80-year-old victim who bought $1,900.00 worth of Target and "Coinme" gift cards and gave the gift card information to a scammer who claimed the government was going to take all the money out of her bank accounts. The scammer was going to use the gift cards to secure the victim's money so the government could not seize her money from her bank accounts.

Monday 03/03/2025

1054 488PC Sandyland Cove Van Duzer

Victim left his child's scooter unattended in the marsh area of Sandyland cove. When the victim returned an unknown suspect had stolen his property.

1517 4962 Carpinteria Ave (Yessenias Boutique) Oliver

Deputies responded to a 211PC with a firearm at the above location. The male suspect was wearing a black or dark gray jacket with a hood, black pants and black and white shoes. The suspect's face was covered by sunglasses, and what appears to be a fake mustache or some other disguise. The suspect had a glove on his left hand and yielded a black firearm in his right hand. The suspect pointed the firearm at a female victim. The suspect then stole approximately $4,000 in cash from the register. The suspect was last seen running to a waiting Silver vehicle which was parked on Sawyer and Elm. The vehicle was last seen driving away towards Linden Ave. Sheriff's Forensics processed the scene and CIB was advised. Follow-up to continue.

Wednesday 03/05/2025

0938 532 PC Sawyer Avenue (Carpinteria) Oliver

Deputies spoke with an 80-year-old victim who withdrew $40,000.00 in cash and gave it to a scammer who claimed to be from the US Marshals and claimed her identity was stolen and associated with illicit purchases. The scammer said he would secure her money in the US Federal Reserve but needed her to withdraw all her money. An associated scammer also called her using a masked number which returned to the City of Carpinteria who claimed to be a Deputy with the Santa Barbara Sheriff's Office.

1648 VAI Santa Ynez Over/Carp Ave (CARP) Schoenneman

Deputies were dispatched to a two-vehicle collision at the above-mentioned location. Upon interviewing both parties, it was determined that D1 lost control of his vehicle when he turned right from Carpinteria Avenue to travel northbound on the Santa Ynez Avenue over cross. When D1 lost control, he veered into oncoming traffic and collided head on into D2. Both parties, including D1's passenger were evaluated by EMS and released at the scene with minor injuries. Traffic collision report to follow.

Thursday 03/06/2025

0906 602 McDonalds (Carp) Skall

[redacted] and [redacted] were on scene again causing a disturbance and refusing to leave when told to do so by the manager. [redacted] was contacted by deputies on 2/28 for similar circs, and admonished not to return. The manager signed a citizen's arrest form, and [redacted] and [redacted] were issued citations and again told not to return.

1622 242 Poplar St/Via Real Goodwin

The Victim was walking to work from his residence when he was approached by two unknown Hispanic Male Juveniles. The first Juvenile punched the Victim on his back approximately one or two times while the second Juvenile stood away. The Victim called for emergency services causing the Juvenile Suspects to flee the area and Deputies were unable to locate the Juvenile Suspects.

1705 166 5464 Carpinteria Ave (Carp) Skall

RP reported a violation of a temp civil harassment order. The Suspect had left down towards the creek prior to deputies' arrival and was not located. Submitted to DA for charges

1646 166(c)(1) Trenora St Goodwin

The Victim called for Law Enforcement to respond for a violation of a protective order. Suspect was located, arrested and booked into SBJ without further incident.

Saturday 03/08/2025

0852 594(b)(1) Holly Ave (Carp) McKarrell

RP called and reported a neighbor [redacted] parked his van in his flower bed, located on the southside curbline of Third Street. Upon arrival, deputies confirmed the violation and contacted the suspect who advised he inadvertently parked on the flowers. This is an ongoing issue with the suspect. A report was taken and sent to the DA for review.

1034 VAI Via Real / Bega Way Skall

A bicyclist travelling in the bike lane against traffic struck the rear passenger side panel of a vehicle making a right turn onto Via Real. The bicyclist stated they were uninjured, but a bloodied scrape on his forearm was observed during the investigation.

2101 Incident 1055 Casitas Pass Rd (Carp) Schoenneman

Deputies responded for a reported battery. Upon arrival the three subjects involved were already separated. After the subjects were interviewed separately, it was determined that one was the primary lease holder, and the other two were her roommates/sub leasers. The two sub leasers were in the process of looking for a new residence, however, it was taking longer than they expected. The primary lease holder wanted them out, so she began arguing with them. Arguing led to two of them pushing and lightly swatting at each other. Neither desired prosecution and stated they would remain civil until they could move out.

2101 Narc 5700 block Via Real (Carp) Squad D

Santa Maria resident [redacted] was driving north on Hwy 101 at approximately 75 MPH and with expired registration since April 2023. A traffic stop was initiated and since [redacted] vehicle was uninsured and not registered for two years, it was towed pursuant to 22651(o) VC. During an inventory of the vehicle, over an ounce of meth was found, as well as indicia consistent with narcotics sales, including baggies, scale, and pay-owe sheets. [redacted] was booked for violations of 11378 H&S and 11379 H&S.

Commander's Recap
Coastal Patrol Bureau

March 9, 2025 to March 15, 2025

Sunday 03/09/2025

1038 hrs 148 PC Carpinteria Creek Bike Path C-Squad

Deputies were checking the Carpinteria Creek Bike Path area for wanted felony domestic violence suspect, [redacted]. Deputies located [redacted] in the creek bed smoking methamphetamine. Deputies slowly began to approach him, when [redacted] heard and observed them. [redacted] then fled southbound through the creek to Carpinteria Ave. [redacted] crossed Carpinteria Ave to Concha Loma and re-entered the creek. A containment was set up and K9-3 and ASU arrived on scene. Deputies located [redacted] blue sweatshirt which he was seen fleeing in, behind the residences on Concha Loma. A long K9 track was conducted, which led deputies through the creek bed to the Carpinteria State Beach and to Dump Road. After a very extensive search by land and air, [redacted] was not located. The violation of 148PC will be forwarded to the DA's Office.

1343 hrs 459r 3300 block Foothill Road Van Duzer

Received radio call of a burglary investigation from victim. Unknown suspect(s) pried rear sliding door by unknown means. Suspect(s) ransacked residence stealing property. Victim not at scene and will follow up with items taken.

1849 hrs 273.5PC 5900 block Birch St.(Carp) Flores

The suspect, [redacted], and the victim got into a verbal altercation that escalated into a physical altercation. During the physical altercation the victim sustained minor and visible injuries to both of his arms and his left side of his face, in violation of 273.5(a) PC- Domestic violence causing visible injury. In addition, the subjects share a two-month-old baby that was present during the altercation. The two-month-old was sleeping on the bed between both while the suspect was kicking and scratching the victim, putting the baby in a dangerous situation, in violation of 273a(b)-Child endangerment. The suspect was arrested and transported to SBJ where she was booked on the above charges.

Monday 03/10/2025

1722 245PC, 273.5PC, Etc. 4502 Carpinteria Av. Brady/Corbett

Deputies Responded to a report of a fight brewing with a female swinging a hammer at someone. Night Shift Deputies were being briefed about an incident that had occurred just across the street from this location by day shift deputies. Having involved suspects in mind while responding and knowing they were associated with a blue and white Crown Victoria, when deputies observed them fleeing the scene they conducted a high risk stop on them and detained the two involved parties (the victim and [redacted]) in handcuffs. An uninvolved passenger was also detained but not handcuffed. It was determined that [redacted] and the victim were in a dating relationship and [redacted] attacked the victim with the "hammer" (actually channel locks zip tied closed) causing visible injuries to his ribs. [redacted] was ultimately arrested for violations of 273.5 PC, 245(a)(1) PC, 22210 PC, and 417 PC.

2015 459.5PC, 182 PC, 148(a)(1) PC 750 Linden Av. Flores/Brady

Deputies responded to a shoplifting where the suspect fled on foot after arriving in a vehicle. Upon arrival, Sgt. Corbett located a subject matching the suspect description on the phone and heard him audibly say something to the effect of "I'm just walking like I'm not doing anything wrong..." He ([redacted]) was subsequently detained and questioned. He turned out to be associated with the same address that the suspect vehicle was registered to and through the investigation it was discovered that he was in contact with the actual shoplifting suspect, [redacted], via telephone and believed to be coordinating the return of the vehicle left at the

scene. While speaking with [redacted], [redacted] exited the residence and when told by deputies to stop and come talk to them, said "No" and then turned away shoving his hands into his pockets in a furtive manner. [redacted] was then detained at gunpoint and arrested. While arresting [redacted], [redacted] tried to interfere and was only stopped once a taser was pointed at him. He was eventually arrested as well and both were charged with 459.5 PC – Shoplifting, 182 PC – Conspiracy, and 148(a)(1) PC – Resist, Delay, Obstruct. While conducting this investigation another party came out of the house and shared that she had given [redacted] her phone so he could call [redacted] further substantiating their conspiring.

2100 065 9th St. Brady

While conducting a shoplifting investigation, known wanted subject [redacted] [redacted], exited the aforementioned residence and was seen by deputies. [redacted] was interviewed about the shoplifting violation and then arrested on her outstanding $500,000.00 Ramey Warrant for 211 PC – Robbery, 459 PC – Burglary, and 422 PC – Criminal Threats. Detectives were contacted and advised they would notify SBPD detectives working the case.

Tuesday 03/11/2025

1451 Traffic Stop 4410 Via Real Oliver

Deputies conducted a traffic stop at 7/11. When the car came to a stop, the passenger of the vehicle immediately ran from the vehicle. Deputies conducted a search of the area for the passenger, which ultimately was unsuccessful. The driver was released without a citation for the minor seatbelt violation.

1709 459.5 PC 5100 Carpinteria Ave. Corbett

Unidentified female suspect entered Heritage Goods & Supply, browsed clothing items then concealed a Patagonia jacket around her waist under a jacket she was already wearing. The suspect fled the store without paying for the jacket which was valued at over $300.00. Suspect was not located and a local BOL was drafted.

0158 11550/647F 4401 Via Real (CARP) Flores/Brady

Subject, [redacted], was observed running through gas station parking lot and was observed urinating behind the 76 Station. Upon contact, [redacted] was obviously intoxicated (alcohol and drugs) he became 415 and was arrested. His companion, [redacted], was also UI alcohol and drugs and was arrested. Both parties were under 21 and were in possession of alcohol. [redacted] was also in possession of someone else's ID stating he was 21 years old. Subjects booked on violations of: 647F PC, 148(A)(1) PC, 11550(a) HS, 23224 VC, and 25661BP. While it was believed that [redacted] was the driver of a nearby associated vehicle, deputies were unable to prove this, and the vehicle was simply towed per 22651(h) VC.

Thursday 03/13/2025

1255 PC459 2500 Lillie Av. Andrade/Wreede

RP called to report a 459 had occurred overnight. RP stated she was in the process of moving to a new location and had moved most of her items but left a cash drawer containing $2450 in cash and her iPad pro at the business. When RP returned to the business today at approx. 1000 hours, she noticed the front door was left open and the $2450 in cash and iPad pro were gone. RP thinks the suspect(s) entered through an open window in the kitchen but is unsure how the suspect(s) opened the window.

Friday 03/14/2025

0938 PC245(a)(1) 15 Lookout Park Rd. Andrade/Wreede

The RP called to report a 602 that occurred. The RP asked the suspect [redacted] to leave the property. [redacted] became aggressive and yelling at the RP, [redacted] then picked up a large rock and threw it at the RP missing him. Deputies contacted [redacted] walking away from the scene. [redacted] was arrested and transported to SBJ for the above violation.

Saturday 03/15/2025

1814 065 1002 Casitas Pass Rd. Flores/Sanabria

[redacted] who had earlier in the week fled from Deputies to avoid being arrested on his domestic violence warrant was located at the bus stop in front of Tyler's Donuts. Deputies Flores and Sanabria immediately detained [redacted], confirmed he still had the outstanding warrant and arrested him on said warrant.

0210 23152 5700 Via Real (CARP) Brady/Sanabria

[redacted] was stopped in his mother's vehicle for driving over the double yellow lines multiple times on Via Real between Casitas Pass and 5700 Via Real. Upon contact, he had the odor of alcohol emitting from his breath and body and had extreme difficulty providing basic things such as his CDL, Insurance, and Registration. He did some SFST's and then refused a PAS. He was arrested for DUI and provided evidentiary samples of .20% BAC and .18% BAC about an hour after the initial stop.

Commander's Recap

Coastal Patrol Bureau

March 16, 2025 to March 22, 2025

Monday 03/17/2025

0952 Incident 5351 Carp Ave Cole

Deputies responded to Carpinteria Middle School for a report of a student's stepparent on campus that had been banned from the school's premises. Deputies contacted the stepparent via telephone, and he stated he did not know he was banned until today. Deputy Cole admonished him and told him he would be arrested for trespassing if he returned to school grounds.

Tuesday 03/18/2025

0803 VAI Carp Ave/Palm Ave Cole

Deputies responded to a report of a vehicle vs. pedestrian incident. Upon arrival, it was determined that a 14-year-old student from Carpinteria Middle School had been struck by a vehicle while riding his electric bike. Based on my investigation, it was concluded that the juvenile was at fault for running the red light. The driver who struck the juvenile was found to be unlicensed and was issued a citation for VC 12500(a), unlicensed driver.

Wednesday 03/19/2025

1156 015F 5026 Foothill Rd (Carp) Sandu

School staff called to report that they found a machete in the infant playground area. The machete was booked as found property.

0001 22210PC/ 272PC/11364HS Carp/Cramer (Carp) Squad A

Sr. Deputy McKarrell was patrolling the 4400 block of Carp Ave, when he was flagged down by a male juvenile who stated the male occupants of a truck challenged him to a fight. Deputy McKarrell located the truck and conducted a traffic stop. [redacted] (driver) and a 12-year-old passenger were contacted. Upon providing the plate to Dispatch it was learned [redacted] vehicle was seen leaving the scene of a robbery/shooting that occurred in Isla Vista. [redacted] and the juvenile were removed from the vehicle and detained in handcuffs. Ultimately, [redacted] was found to be in possession of two mini baseball bats he stated were for protection. He was also in possession of a Meth Pipe. [redacted] was charged with delinquency to a minor, because he was transporting the minor without the knowledge or consent of the minor's parents. The juvenile was taken home and released to his parents. [redacted] truck was towed from the scene. It is unknown at this time if [redacted] and the juvenile were involved in the IV incident. UCPD is handing the robbery/shooting investigation.

Thursday 03/20/2025

1836 594 / 148 Sandyland Cove/Carp Ave Carp James

Victim reported an unknown suspect threw a rock at his Telsa which was parked on Sandyland Cove near Carpinteria Ave while he was at a restaurant. The rock caused damage to the windshield and solar roof with estimated damages of $10,000.00. The suspect was identified after video from the Tesla captured the incident, as well as the license plate of the suspect vehicle. It was determined that [redacted] was the suspect. [redacted] delayed the investigation and was ultimately arrested for 594 PC and 148 PC and transported to jail.

2237 TC non-injury Via Real / Hwy 150 Skall

A 20yr old male was driving approximately 100mph eastbound on Via Real, failed to make the turn prior to Highway 150 and crashed through the guardrail and into the field below. The driver stated he was being chased by someone on the freeway, was scared and trying to get away from the other vehicle chasing him. CHP responded but declined to take the TC despite it being the result of a road rage incident originating on Highway 101. Public works responded out to the scene to fix the guardrail.

Friday 03/21/2025

1000 065 5085 Carpinteria Av. Flores

[redacted] was contacted to the rear of American Supreme Gas Station. He had an outstanding warrant for his arrest and subsequent to that arrest was found to be in possession of other people's credit cards. He was booked on his warrant and 485 PC.

1757 084 5800 Via Real McKarrell

An 80yr old male, who suffers from memory loss, was left unsupervised when his caretaker went home sick. The male went for a walk and ultimately got stuck behind a fence. A concerned citizen saw him & thought he appeared to be lost and confused so they called law enforcement. The male was located and returned home to his family without incident.

2016 166.4PC 4800 block Eighth St Wreede

Victim called to report her husband whom she has a served contact order has called and texted her several times in violation of 166.4PC.

0101 207PC, 422PC Carp Ave/ Palm Ave Wreede

Suspect was driving his ex-girlfriend's truck erratically during which time she told him to let her out of the vehicle because she was in fear for safety. Suspect refused to stop the vehicle and let her exit the in violation of 207(a) PC-Kidnapping. The suspect told the victim, "I'll just kill us both" while continuing to drive at a high rate of speed. The victim, fearing for her safety jumped from the moving vehicle as the suspect struck a curb with the vehicle then continued driving before ultimately parking the car near his residence. The suspect was arrested for violation of 207(a) PC and 422 PC.

Saturday 03/22/2025

1958 273.6, 273.5PC Holly St Wreede

The Suspect was invited and had been staying at the victim's house in violation of a served domestic violence restraining order in violation of 273.6 PC. During an argument, the suspect flipped over a chair the victim was sitting in causing the victim to fall backward resulting in a head injury as well as abrasions to both her elbows and one leg in violation of 273.5PC. The suspect was not scene when Deputies arrived. Case will be forwarded to DA for review.

2003 647(f) 1000 block Cramer Rd James

[redacted] was found to be intoxicated to the point that he could not care for his safety or the safety of others. He was arrested and transported to jail pending sobriety.

2317 243(e)(1) 1000 block Cramer Rd James

During a verbal argument, both intoxicated parties "slapped" one another. No visible injury was left on either party and they were separated for the night. This was a violation of PC 243(e)(1)- spousal battery. Report forwarded to DA for review.

Commander's Recap

Coastal Patrol Bureau

March 23, 2025 to March 29, 2025

Sunday 03/23/2025

0942 065/148(a)(1) PC 5800 blk Via Real (Carp) Hernandez

[redacted] was observed riding his bike east on Via Real, on the wrong side of the road. When contact was attempted due to the violation and suspicion he had an outstanding warrant, [redacted] fled through the orchard. While checking the area of Poplar and Birch, his bike was found and a passerby advised she saw a subject running into the alley nearby, then heard the dumpster lid slam shut. [redacted] was found hiding in the dumpster to the rear of 5910 Hickory Street and was taken into custody. During a search of his backpack, a bottle of whiskey with the Albertson's store security tag was found. The bottle was returned to the store and [redacted] was booked into SBCJ for the on view violations and an outstanding felony warrant.

0921 Prowling 4600 blk Fourth Street (Carp) Cole

RP, a general contractor, received a notification on his phone about a male subject wearing a hood and mask prowling the property at 04:51 hours. At 04:57, the RP arrived at the property, but the suspect was no longer on the scene. Deputy Cole spoke with the property owner, who was inside his house when the unknown suspect was walking around his property, but he did not know the suspect was there.

1424 PC 647(i) PC 602 (0)(1) 5606 CARPINTERIA AVE Cole

Manager of the Holiday Inn Express reported complaints from guest's about a male subject walking through the parking lot and looking into vehicles. During the investigation, it was determined that the male subject, later identified as [redacted], had been peeping into hotel windows and had been asked to leave the property by staff members. Despite being asked to leave, [redacted] continued to return to the property. Deputy Cole drafted a Ramey Warrant for violations of PC 647(i) (Peeping while Loitering) and PC 602(o)(1) (Trespassing). The Ramey Warrant was granted, and [redacted] was located at his residence on 03-24-25, where he was arrested and subsequently booked into the Santa Barbara County Jail.

1213 030 (Fatal TC) Hwy 150 at Ventura County Line Goodwin

Bicyclist reported a male subject laying in the creek, appearing to need medical assistance. Deputies, fire/medics, and CHP arrived and discovered a deceased male. It appears the subject was riding north/east on Hwy 150 and failed to navigate the turn just prior to the bridge separating Santa Barbara and Ventura Counties. The subject's motorcycle was not visible from the roadway and there was little evidence of the collision with a metal post, only visible if looking for it.

Monday 03/24/2025

1638 243(b) / 148(a)(1) 100 Linden Avenue (Carp) Goodwin

City of Carpinteria Code Enforcement Officer was assaulted by the suspect, [redacted], who hit his arm while he was attempting to place a parking violation on his front window. [redacted] left the scene prior to Deputies arrival. Deputies located and arrested [redacted] the next morning.

Thursday 03/27/2025

1620 065/11377HS & 11364HS 4890 Carpinteria Ave(Carp) Flores

Deputies contacted, [redacted], who was causing a disturbance on a public transportation bus at the above location. A records check revealed [redacted] had an active felony warrant for his arrest. [redacted] was placed under arrest for his felony warrant. During a search incident to arrest [redacted] was found to be in possession of a used glass methamphetamine pipe with a usable amount of a white crystalline substance presumably methamphetamine, in violation of 11377(a) HS and 11364(a)HS.

Friday 03/28/2025

0719 3056PC 1000 blk Holly Ave (Carp) Pereyra

Deputies responded with a Parole Agent to conduct a probation search of [redacted] residence. During the search [redacted] was driving his truck and was found to be in possession of a methamphetamine pipe, a bindle of methamphetamine, a Billy club, and a loaded Sig Saur pellet gun. He was arrested, transported, and booked at the Santa Barbara County jail for being in violation of, 11364(a) HS- Possession of Paraphernalia, 11377(a)- Possession of Methamphetamine, 29800PC- Felon in possession of a firearm, 22210PC- Felon in Possession of a Billy Club, 11395HS- possession of Controlled Substance with prior convictions, 3056PC- Parole Violation and 12500(a)VC unlicensed driver.

Saturday 03/29/2025

2307 23152 VC 100 blk Holly Avenue (Carp) Squad C

Deputies responded to a call of a vehicle that had collided into a fence while revving its engine. Multiple RP's advised the driver exited the vehicle and appears to be UI/HBD. The driver exited the vehicle and attempted to hide inside of an apartment complex. Deputies located the driver who was unable to maintain her balance, emitted a strong odor of an alcoholic beverage and was unable to formulate any type of verbal communication. The driver was transported to SBCH where she was medically cleared and then booked at SBJ. A blood draw warrant was written and performed at SBCH.

Commander's Recap

Coastal Patrol Bureau

March 30, 2025, to April 5, 2025

Sunday 03/30/2025

1601 20002 Motel 6 North (CARP) Schoenneman

Deputies responded for a 20002 report. Upon arrival, the vehicle owner, stated he left his vehicle parked near the office in the west end of the parking lot from 1800-2200 hours on 03/29/25. The next morning at approximately 0930 hours, he noticed a dent in the right driver side front fender of his vehicle. Follow up to be conducted by patrol.

2203 664-459 PC/647h PC/647.6 PC Dorrance Wy (CARP) Mendez

At the above-mentioned time and location deputies responded to a report of [redacted] attempting to break into an apartment. Deputies contacted [redacted] who said he was there to meet a 16-year-old female. [redacted] became upset when the female would not let him in, and he took the screen off in attempts to enter the apartment. [redacted] was arrested & transported to SBJ.

1442 PC 488 1000 blk Casitas Pass RD (Carp) Cole

RP called to report an item was stolen from her amazon package

Monday 03/31/2025

2320 647(f) PC 1000 Concha Loma Dr (CARP) Oliver

RP called to report an intoxicated male outside. [redacted] was contacted and placed under arrest for being drunk in public.

0015 664/459 PC Holiday Inn Express (CARP) Mendez

The occupant was lying in bed, heard noises outside and saw a hand coming through the room window. The occupant yelled and the unknown suspect left the area. The surveillance video was checked, and the suspect could be seen running eastbound on Carpinteria Avenue.

Tuesday 04/01/2025

0056 PC 602 1002 Casitas Pass RD (Carp) Cole

Deputies responded to the Casitas Plaza Shopping Center in reference to a report of a trespasser. During the investigation, it was determined that the suspect, [redacted], had been repeatedly told to leave by both deputies and the property's operations manager. Strassburg was placed under arrest for PC 602(O)(1)- trespassing. She was transported to SBJ, where she was booked without further incident.

1121 008 4810 Foothill Rd (Carp) Cole

Deputy responded to Carpinteria High School for a report of a student who made a joke about a school shooting in observance of April Fools' Day. Based on the investigation, it was determined that the juvenile made a poorly considered joke and did not fully understand the potential seriousness of his statement.

1426 Incident Meadow Ci (CARP) Schoenneman

RP called to report an inappropriate conversation between her juvenile daughter and an adult male at the communities shared jacuzzi, which occurred the week prior. The adult male subject joined the juvenile in the jacuzzi area and began asking her questions and making inappropriate comments. Deputies made contact with the man and he stated he had no ill intentions, and that he would leave the juvenile alone moving forward.

Friday 04/04/2025

1715 647(f) PC 5550 Carpinteria Ave (CARP) James

[redacted] was found intoxicated and wandering around the Motel 6 property by the manager. He was arrested and transported to jail.

Saturday 04/05/2025

1911 008 3900 blk Via Real (Carp) Mendez

RP returned home after having dinner on Linden Ave. Once home, RP discovered an unknown 15-year-old female passed out in the back of her vehicle. Fire and medics arrived on scene with deputies, and it was discovered the juvenile was intoxicated. The Juveniles mother was contacted via the Juveniles phone. The juvenile was discovered to reside in SB city and was on active juvenile probation. She was later transported to cottage hospital due to her intoxication level. At 2119 hours, a second intoxicated 15-year-old female was brought to station 39 by a citizen. This female was located on Linden Ave intoxicated, lost, and lost her phone and other belongings. The second females' parents were contacted with the assistance of SBPD. The investigation revealed both juveniles were partying at Deltopia and somehow arrived in Carpinteria to continue partying. They were both intoxicated and got separated. The second female was released to her parents.

MEMORANDUM

Council Meeting Date: **April 14, 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
    - Pending Application Screening
- Principal Planner – Full-Time
    - Pending Background Check
- Public Works Manager – Full-Time
    - Deadline to Apply: May 4, 2025

New Employees

- Pam Greer – Full-Time Finance Manager
    - Started: April 14, 2025

Water Safety Instructor Trainer Certification

Aquatics Coordinator Kalyn Pina successfully completed a week-long American Red Cross Water Safety Instructor Trainer (WSIT) course. This certification enables her to train and certify staff in Water Safety Instruction (WSI), allowing them to become swim

instructors. Having a certified WSIT on staff is a significant asset, as it ensures the ability to offer in-house certification courses, continuously recruit and train new instructors, and provide ongoing staff training specific to swim lesson instruction. This will help maintain the highest quality of swim instruction at the community pool.

California Parks and Recreation Society Conference

Jena Jenkins, AgeWell Program Coordinator, and Jeanette Gant, Director of Parks, Recreation and Community Services, attended the 2025 California Parks and Recreation Society (CPRS) Conference held in Sacramento. The conference provided valuable professional development opportunities. Both staff members participated in a variety of educational sessions, including those focused on senior programming, leadership, and staff training and development.

Association of Environmental Professionals CA State Conference

Community Development Department planners Mindy Fogg, Syndi Souter, Marysol Smith, and Megan Musolf recently attended the 2025 Association of Environmental Professionals (AEP) CA State Conference held in Oxnard. Over the course of the four-day conference, Staff attended a variety of sessions covering different aspects of the California Environmental Quality Act (CEQA) including best practices, legal updates, and innovations in the field. Mindy, who currently serves as the AEP President, participated as a panelist on a session discussing AEP's "People and Culture" initiatives to expand membership to a broad constituency. Megan participated as a panelist on a session dedicated to helping students and recent graduates prepare for the transition to a professional career.

UPDATES ON CAPITAL IMPROVEMENT PROJECTS

Capital Improvement Plan (CIP) Study Session

At the Special City Council Meeting of March 25, 2025, City staff conducted a Capital Improvement Plan (CIP) Study Session for City Council. The purpose of the CIP Study Session is/was for determining criteria of prioritizing capital projects within the context of a risk management framework as organized in categories of critical infrastructure and essential services buildings. Approved prioritization criteria include: Strategic Alignment, Deferred Maintenance, Available Grant Funds, Available Local Funds, and Community Benefit. The City Council approved City staff's recommended prioritization criteria. The video of the CIP Study Session can be viewed on the City website.

UPDATES ON DEVELOPMENT APPLICATIONS

Chevron Oil and Gas Processing Facility Decommissioning Project

The Chevron Oil and Gas Processing Facility Decommissioning project is tentatively scheduled to be considered by the Carpinteria Planning Commission at their next monthly meeting on Monday, May 5, 2025 at 5:30p.m. in the Council Chambers at Carpinteria City Hall. The Decommissioning project would remove the defunct oil and gas processing facilities, including above-ground and below-grade equipment and improvements, and remediate the site. The Proposed Final Environmental Impact Report (FEIR) prepared for the project has recently been released and is available for review on the City website at: https://carpinteriaca.gov/city-hall/community-development/oil-gas-information/oil-processing-facility-decommissioning/. The agenda and staff report for the meeting will be published on the City website, approximately one week prior to the hearing, at: https://carpinteriaca.gov/city-hall/agendas-meetings/.

Linden Square Development Nearing Completion

The Linden Square development (formerly referred to as the "700 Linden" development) is nearing completion. Final sign-offs on building exterior, site and frontage improvements are wrapping up, and individual tenant improvements for most of the ground floor commercial spaces are well underway. An official announcement from the project developer for a grand opening event is anticipated in the coming weeks.

OTHER CITY/COMMUNITY UPDATES

Aquatics Summer Hiring

In collaboration with Human Resources, the Aquatics team is actively interviewing, hiring, and onboarding staff to ensure full coverage for the summer season. The first "rookie" Beach Lifeguard training took place from Friday, April 11, through Sunday, April 13. The next "rookie" Pool Lifeguard training is scheduled for Friday, April 18; Saturday, April 19; and Sunday, April 27. Additional training and certification courses will be offered as needed to meet staffing demands.

CERT Returns to Carpinteria this Spring

Juliza Briones, Program Manager, has been working closely with the CERT Collaborative and Dave Baker with Carpinteria-Summerland Fire Protection District to enhance community resilience in Carpinteria through emergency preparedness programs and initiatives. As a result of these efforts, the City of Carpinteria is pleased to announce the reinstatement of the Community Emergency Response Team (CERT) training courses. CERT provides local residents with the opportunity to acquire essential skills for both individual and neighborhood safety in the event of a disaster. The upcoming training

program will be conducted over an eight-week period, commencing on May 13, 2025, and will take place every Thursday evening from 6:00 p.m. to 8:45 p.m. at Veterans Hall.

In order to obtain CERT certification, participants are required to attend all eight sessions. This comprehensive training will equip residents with the necessary knowledge and expertise to respond effectively during emergencies, fostering a safer and more prepared community.

CJPIA Executive Leadership Training

Assistant City Manager Ryan Kintz recently attended a two-day Executive Leadership Training in Paso Robles hosted by the California JPIA. The program emphasized the critical role that chief executives play in fostering a culture of risk awareness, ethics, and resilient leadership amid challenging political and community dynamics. Topics included setting clear expectations with department directors, and prioritizing personal well-being to sustain high-performance leadership. Participants shared practical strategies for navigating conflict and building strong relationships, underscoring that peer support and continuous communication are essential for effective local governance.

Agenda Section: Planning Commission Actions
Agenda Item No.: N/A

Council Meeting Date: April 14, 2025

MEMORANDUM

Date: **April 8, 2025**

To: **City Council**

From: **Nick Bobroff, Community Development Director**

Subject: **April 7, 2025 Planning Commission Action**

On Monday, April 7th, the Planning Commission considered the following hearing request with Commissioners Allen (virtual), Benefield, La Fevers, and Van Antwerp in attendance, and Commissioner Moyer absent:

1) **Llamas Residence Remodel & Structural Alterations**
Planner: **Syndi Souter** Applicant: Mark Llamas
Project: 24-2318-CUP/CDP
Address: 1082 Elm Lane

Hearing on the request of Mark Llamas to consider Project 24-2318-CUP/CDP (application filed November 20, 2024) for approval of a Conditional Use Permit and a Coastal Development Permit to allow an interior remodel with structural alterations to an existing 1,129 square-foot legal-nonconforming single-family residence 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 (CEQA) Guidelines. The application involves APN 003-153-002, addressed as 1082 Elm Lane.

The Planning Commission voted 4-0 to approve the Conditional Use Permit and Coastal Development Permit as presented.



Agenda Section: Consent Calendar
Agenda Item No.: 6
Council Meeting Date: April 14, 2025

City of Carpinteria
City Council Minutes
Regular Meeting
Monday, March 24, 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
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
Nick Bobroff, Community Development Director
Jeanette Gant, Parks, Recreation & Community Services Director
John L. Ilasin, Public Works Director
Erin Maker, Environmental Program Manager
Megan Musolf, Assistant Planner

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 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.)*

Speakers in-person: Rogelio Delgado

Motion by Councilmember Nomura, seconded by Vice Mayor Solórzano, to approve the Proclamation Designating April 2025 as “DMV/Donate Life Month” in the City of Carpinteria. Upon voice vote, the motion carried unanimously.

Scott Burns with Donate Life California and Annika Morris with One Legacy provided remarks and Mayor Alarcon and the Council presented the proclamation to them.

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.)*

There was no public comment.

Motion by Councilmember Nomura, seconded by Councilmember Mayer, to approve the Proclamation Designating April 2025 as “Carpinteria Business Month” in the City of Carpinteria. Upon voice vote, the motion carried unanimously.

Kristen Miller and Dustin Hoiseth with the Santa Barbara South Coast Chamber of Commerce provided remarks and Mayor Alarcon and the Council presented the proclamation to them.

PUBLIC INFORMATION REPORTS AND ANNOUNCEMENTS

First District Supervisor Roy Lee provided the following updates:

- Cannabis Ordinance Update
- Upcoming Beach Nourishment
- Tsunami Preparedness Week
- Sable Pipeline
- Library Update

Speakers in-person: Rogelio Delgado

CITY MANAGER’S REPORT

City Manager Ramirez noted the Household Hazardous Waste Day would occur on April 12th from 9 am to 1 pm. He noted that this was not included in the written City Manager report.

a. City Employee Updates

Assistant City Manager Kintz provided updates on City recruitments and the update to the Injury and Illness Prevention Program.

b. Updates on Capital Improvement Projects

See City Manager's Report.

c. Updates on Development Applications

Community Development Director Bobroff reported on the 6380 Via Real Multifamily Residential Project Conceptual Review before a joint meeting of the City Council, Planning Commission, and Architectural Review Board on March 31, 2025 at 5:30 pm.

d. Other City/Community Updates

Parks, Recreation & Community Services Director Gant reported on Carpinteria's One Community, One Book Program – Carp Reads; Abuelos con Cariño Partnership; and the Fraud Prevention Lecture presented by the Sheriff's Department.

There was no public comment.

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Speakers in-person: Rogelio Delgado

Emails distributed: Cheri (no last name provided), William Breman, and Cher Spencer

CONSENT CALENDAR:

There was no public comment.

Motion by Councilmember Mayer, seconded by Councilmember Nomura, to approve the Consent Calendar Item Nos. 3 through 11. Upon voice vote, the motion carried unanimously.

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.

Assistant City Manager Kintz provided the staff report.

Speakers via Zoom/phone: Susan Allen

Motion by Councilmember Nomura, seconded by Vice Mayor Solórzano, to (1) commend Carpinteria Volunteer of the Year nominees for their service in 2024, as well as select and submit Ted Rhodes 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 and (3) recognize the Volunteer of the Year nominees, post information on the website, and have a special event for all volunteers and direct staff to look at the whole process for next year including having staff or the community select the next Volunteer of the Year.

Upon voice vote, the motion carried unanimously.

Mayor Alarcon and the City Council presented certificates to Volunteer of the Year nominees Gaby Edwards, Jenny McCurry, and Rosalyn Kohute. Volunteer of the Year Ted Rhodes and nominee Alexandra Baer-Peralta were unable to attend.

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.)*

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

There was no public comment.

Motion by Vice Mayor Solórzano, seconded by Councilmember Nomura, 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, and (3) approve a budget appropriation in the amount of $250,000 to the Capital Improvements Fund.

Councilmember Nomura recommended amending the motion to include the reason for the $250,000 budget appropriation.

Vice Mayor Solórzano amended the motion 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 and (4) include the reason for the project's currently approved scope of work being reduced was due to a federal grant that was anticipated to be approved and for the public to be aware of and not due to an

accounting error on staff's part or the Council approving a budget that was not realistic and overspending public funds non responsibly. Councilmember Nomura seconded the amended motion.

The roll call vote on the amended motion was as follows:

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

The amended motion carried unanimously.

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.)*

City Manager Ramirez provided the staff report.

There was no public comment.

Motion by Vice Mayor Solórzano, seconded by Councilmember Nomura, to authorize the City Manager to sign the Amended Agreement between the City of Carpinteria and South Coast Community Media Access Center. The roll call vote on the motion was as follows:

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

The motion carried unanimously.

15. Adoption of an Electronic Signature Policy.

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

City Clerk Barrett provided the staff report.

There was no public comment.

Motion by Councilmember Mayer, seconded by Councilmember Nomura, to adopt Resolution No. 6374, as read by title only. Upon voice vote, the motion carried unanimously.

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.)*

Assistant City Manager Kintz introduced the item and Environmental Program Manager Maker presented the staff report and PowerPoint presentation.

Mayor Alarcon stated that this is a duly noticed public hearing and opened the public hearing at 7:14 pm.

Speakers in-person: Patrick O'Connor

Mayor Alarcon closed the public hearing at 7:16 pm.

The City Council received no written or oral protests.

Motion by Vice Mayor Solórzano, seconded by Councilmember Nomura, to approve Resolution No. 6371, as read by title only. The roll call vote on the motion was as follows:

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

The motion carried unanimously.

Mayor Alarcon recessed to a break at 7:17 pm and reconvened the meeting at 7:26 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:

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.

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

There was no public comment.

Motion by Vice Mayor Solórzano, seconded by Councilmember Nomura, 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. Upon voice vote, the motion carried unanimously.

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.

City Manager Ramirez presented the staff report and PowerPoint presentation in conjunction with Consultant Christine Martin with Tripepi Smith.

Speakers in-person: Rogelio Delgado

The City Council defined its FY 2025/26 & 2026/27 Goals and Priorities as shown below:

FISCAL YEAR 2025/26 & 2026/27 GOALS AND PRIORITIES:

Goal – Enhance Public Outreach, Education and Transparency

Priorities:

- 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

Goal – Maintain a Small Beachside Town

Priorities:

- 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

Goal – Enhance Quality of Life for Residents

Priorities:

- 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

Goal – Maintain the Fiscal Sustainability of the City

Priorities:

- Explore ways to enhance and diversify revenue streams
- Ensure efficient operations of the City
- Drive cost recovery through targeted initiatives

The City Council defined its Norms, Values & Principles of Governance as shown below.

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

- 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 to constituents and share community feedback with 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 they 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 other key considerations.
- Research and present unbiased information, aligning recommendations with the City's budget, General Plan, and Strategic Plan
- Deliver accurate and timely information to the City Council and public, and provide clear, actionable options for City Council decisions
- Maintain professionalism and respect
- Be available and follow up on questions through the City Manager

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 should operate respectfully, leave personal 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

Motion by Councilmember Nomura, seconded by Councilmember Clark, 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.

Councilmember Nomura modified the motion 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; direct staff as appropriate; and add in the word "public" to other sections of the City Council-developed Norms, Values and Principles of Governance for consistency. Councilmember Clark seconded the modified motion.

Upon voice vote, the modified 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 on March 18th and discussed 50-year work anniversaries for three of their drivers, implement free fare days for Santa Barbara Earth Day Festival on April 26th and 27th.

- Cal Cities Forum for Coastal and Bay Area Cities for legislative update on March 19th.
- Channel Cities Division Dinner in Goleta on March 14th.

Councilmember Mayer reported on her attendance at a BEACON meeting where they voted to put forth a 15% member fee increase.

ATTENDANCE OF COUNCILMEMBERS FOR FUTURE MEETINGS

All Councilmembers are expected to be in attendance at the special City Council meeting on March 25th.

ADJOURNMENT

Mayor Alarcon adjourned the meeting at 8:26 pm.

_____
Natalia Alarcon, Mayor

ATTEST:

_____
Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria
City Council Minutes
Special Meeting
Tuesday, March 25, 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
Brian C. Barrett, City Clerk
John L. Ilasin, Public Works Director
Stephon Downes, Management Analyst II
Erin Maker, Environmental Program Manager (present via Zoom)
Jeanette Gant, Parks, Recreation & Community Services Director

PLEDGE OF ALLEGIANCE

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

CITY COUNCIL BUSINESS:

The City Council met to consider the following item:

1. Approval of Capital Improvement Program Prioritization Criteria.

   Recommendation: Approve Capital Improvement Program prioritization criteria and direct staff to apply criteria to all programable Capital Improvement Program projects.

City Manager Ramirez introduced the item and Public Works Director Ilasin and Management Analyst II Downes provided the staff report and PowerPoint presentation.

Staff responded to questions from the Council.

Councilmember Clark left the Council Chambers at 6:25 pm and returned to the dais at 6:30 pm.

Speakers in-person: Patrick O'Connor

Motion by Councilmember Clark, seconded by Councilmember Nomura, to approve the proposed Capital Improvement Program prioritization criteria and direct staff to apply the criteria to all programmable Capital Improvement Program projects. Upon voice vote, the motion carried unanimously.

ADJOURNMENT

Mayor Alarcon adjourned the meeting at 7:03 pm.

_____
Natalia Alarcon, Mayor

ATTEST:

_____
Brian C. Barrett, CMC, CPMC
City Clerk

City of Carpinteria
Special Joint City Council, Planning Commission, & Architectural Review Board Meeting Minutes
Monday, March 31, 2025

Council Chamber, 5775 Carpinteria Avenue, Carpinteria, CA 93013

In-Person and Virtual

CALL TO ORDER

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

ROLL CALL

Councilmembers present:	Councilmember Al Clark	(District No. 5)
	Councilmember Julia Mayer	(District No. 3)
	Councilmember Wade T. Nomura	(District No. 4)
	Vice Mayor Mónica J. Solórzano	(District No. 1)
	Mayor Natalia Alarcon	(District No. 2)
Planning Commissioners present:	Commissioner John Moyer	
	Commissioner Alexandra VanAntwerp	
	Chair Glenn LaFevers	
Planning Commissioners absent:	Commissioner Jane Benefield	
	Vice Chair David Allen	
Architectural Review Board-members present:	Boardmember Richard Johnson	
	Boardmember Richard Little	
	Boardmember Lisa Woolf	
	Vice Chair Patrick O'Connor	
	Chair Amy Blakemore	
Staff members present:	Michael Ramirez, City Manager	
	Brian C. Barrett, City Clerk	
	Nick Bobroff, Community Development Director	
	Syndi Souter, Senior Planner	

PLEDGE OF ALLEGIANCE

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

CITY COUNCIL BUSINESS:

The City Council met to consider the following item:

1. Conceptual review of a proposal to construct 93 new townhome-style residences and associated amenities on an 8.64-acre parcel located at 6380 Via Real (APN 001-190-097), proposed by Nick Patterson, Director of Development for City Ventures Homebuilding, LLC.

   Recommendation: Receive public comment, and provide individual comments on the residential development proposal.

Community Development Director Bobroff introduced the item and asked the City Council, Planning Commission, and Architectural Review Board to report any ex parte disclosures.

Planning Commissioner VanAntwerp reported that she attended the Cal Cities Planning Commissioner's Academy in Santa Rosa in March. During the Academy she attended a panel discussion (not a private discussion) in the general session which was led by Ryan Aeh, Executive Vice President of City Ventures where he mentioned a project in the Santa Barbara South Coast and taught the group about the housing element. She noted one other disclosure was that she had met with two folks from City Ventures back in August/September when public outreach for this project was being done at one of the coffee shops in Carpinteria.

Senior Planner Souter provided the staff PowerPoint presentation. Staff responded to questions from the Architectural Review Board, Planning Commission, and City Council.

Nick Patterson, Director of Development for City Ventura Homebuilding, LLC provided the applicant PowerPoint presentation. The applicant responded to questions from the Architectural Review Board, Planning Commission, and City Council.

Speakers in-person: Mary Wiederkehr, Sue Skenderian, Bryan Gindoff, Donald Bensen, and Robert Schwalje

Emails distributed: Dustin Hosieth and Kristen Miller with the Santa Barbara South Coast Chamber of Commerce, Art and Heather Tiddens, Leslie Gascoigne, Andrew and Linda Lisiecki, Amrita Salm, Donald Bensen, Rebecca Romano, and William Anderson

Mayor Alarcon opened up comment from the Architectural Review Board.

Vice Chair O'Connor noted that the developer should be mindful of the notion of SB 330 which could drive the density to an uncomfortable or perhaps unsafe level. He also mentioned that including those unbuildable areas in square footage for density, lot coverage, landscaping, etc. invites density where it doesn't help the situation. He encouraged the Lagunitas homeowners and the developer to resolve the CC&R's and noted that the height limit needed to be dealt with.

Chair Blakemore agreed with Member O'Connor's comments about density and development statistics including non-buildable areas; however, she noted that the project is presented under the guidelines currently in place. She commented that the individual buildings are broken up and well defined and the general look and feel of the buildings is headed in the right direction with the exception of the pitched roofs which needs discussion. She concurred with other comments about sticking to height limitations and agreed that the parking situation and amount of parking spaces being provided are dictated by the State. She encouraged furthering the idea of a park for kids. She suggested not having dead-end lanes, not planting any Tipuana Tipus on the drives, and incorporating trees larger than 24-inch box for several tree species.

Boardmember Woolf commented that many people and dogs may live in this development and having outdoor space is incredibly important. She noted that with that many people, cars would fill up the interior roadways. She did not like the height of the three-story units and only 27 guest parking spots.

Boardmember Little recommended the developer consider underground parking possibly with the three-story units to create more landscape area instead of having roads. He noted that the 9-foot plate heights could be lowered to reduce height as well as the roof pitch which could be lowered extensively. He thought moving the three-story units to the Lomita Lane side of the property was a good idea and taking some of the groups of the four-units and add underground parking would reduce the size and give additional green space.

Boardmember Johnson suggested that the developer create site sections to cut through the property to understand the massing of the buildings relative to the site size. He expressed concern about the rigid grid driveway system and would like to see more of a diagonal country lane feel to the site if possible. He observed that the 8 to 12 roof pitch was a unique feature, but did not prefer it all the time or throughout the project and recommended lowering the top floor roof plates to 7 feet to mitigate the height and get more animation in the massing. He also suggested adding some more cross gables to the long roof planes that are on the ends of the buildings in the elevations. He mentioned that grading changes would add/lower some height to get variation in the project. He noted that the developer should create street elevations to show the buildings from the street particularly along Lomita Lane and to lower the top plate to 5 feet (which is legal) to get the roof to come down really low to hide the upper floor under the roof. He recommend changing the variety of the roof pitches.

Mayor Alarcon opened up comment from the Planning Commission.

Commissioner VanAntwerp said she would like to see if the applicant is open to a revised affordability mix although rezoning might need to occur and she would also like to see how the public benefit improvements get incorporated. She stated that massing is an issue for the neighborhood and suggested the developer look for opportunities to work with public transportation. She expressed concern about public views and the project height and recommended that the three-story buildings be moved along Lomita Lane.

Chair LaFevers observed that it was an interesting project, the location for residential development is appropriate, and there is plenty of flexibility to work with any of the options to come up with a good project for this site. He noted that the project location between the existing research park and residential is appropriate for a little higher density than the current Lagunitas residential development. He mentioned that there is a struggle with consistency and neighborhood compatibility and compatibility with the character of Carpinteria and that most of his concerns are driven by the mass, size and scale of the project. He commented that the number of buildings and their general layout was fine; however, he suggested lowering the building heights by fill or lack of fill, at-grade parking, and roof pitch. He noted that the three-story development may be possible with some creativity with cut and fill on the side, parking below, and other such things. He remarked that he didn't particularly care for the architectural style and asked the developer to identify an existing development that City Ventures previously designed. He noted that all utilities should be undergrounded. He appreciated the current proposal of ten moderately affordable units for work force housing, but he did recommend the developer look for more options and opportunities for affordability perhaps replacing some of the existing larger units with smaller size units.

Commissioner Moyer observed that the project has potential. He suggested that the project have underground parking to provide more open space and resolve the parking issue. He remarked that there are not many 8 to 12 pitch roofs in Carpinteria, but would leave it up to the architect. He noted that as pointed out in Mr. Bensen's written public comment, Lomita Lane is a potential health and safety issue because in the event of an evacuation the residents would clog up Lomita Lane and prevent the Lomita Lane residents from getting out and he recommended the Carpinteria-Summerland Fire Protection District take a look at it. He observed that the project should have an adequate amount of amenities so as not rely on a City park. He appreciated the use of three- and four-bedroom units because they would denote home rather than an investment.

Mayor Alarcon opened up comment from the City Council.

Councilmember Mayer observed that this project was the most inline with what would work in Carpinteria. She noted there was opportunity for there to be more variation in height and size which would bring character and charm. She was hesitant in pushing the height limit and didn't see that the City was getting enough concessions with affordability to consider going beyond the height limit. She expressed that affordability and parking are the biggest issues. She noted potential traffic impacts on Bailard Avenue bridge and the nearby on- and off-ramps that would put stress on City resources. She suggested the developer incorporate recreation space into the design.

Vice Mayor Solórzano noted that the site is great for residential development; however, she preferred residential development that serves more of Carpinteria than what is proposed. She observed that the twelve units of moderate and above-rate housing is not enough when building 93 units. She recommended that the project have more density and more affordable units so people can stay and work in Carpinteria.

Councilmember Clark recognized the need for more affordable housing and suggested having smaller units with less bedrooms or affordability by design. He noted that the compatibility with the existing Lagunitas residential needs to be addressed in terms of height and massing. He recommended that the project have underground parking and reduce the plate heights and the slope of the roof and keep the height at 30 feet. He stated that public views from both directions are really important.

Councilmember Nomura liked the idea of minimizing the building height and talked about parking and traffic as issues especially if the County housing project at the end of Bailard Avenue goes in. He recommended placing the three-story units in a more centralized area on the site or along Lomita Lane and adding turn-abouts. He noted that along Lomita Lane, the buildings are built parallel to Lomita Lane and on the other side where the creek is, the buildings are perpendicular. He said that if those buildings were turned sideways, there would be an existing buffer which could potentially be used as a driveway that could be accessed from the backside. In that case, there would be no turn-arounds in the central road, they would all be on the backside and there would be a buffer to the existing houses that are there along with the park area previously talked about. He said this will have an impact on what's going to happen at Bailard Avenue and the other potential building sites from the County.

Mayor Alarcon expressed concern for neighborhood compatibility in terms of the number of units being proposed and that the building height needs to be decreased. She would like to see more recreation on the proposed site and liked the idea of a City park; however, that is not in the foreseeable future, and perhaps the developer could develop and build it out. She noted that parking is not enough for this part of Carpinteria and the neighborhood. She felt that the parking problem would end up with the City and the surrounding neighborhoods and observed that the City needs affordable housing, both very low and low-income housing which is very important.

ADJOURNMENT

Mayor Alarcon adjourned the meeting at 7:41 pm.

_____
Natalia Alarcon, Mayor

ATTEST:

_____
Brian C. Barrett, CMC, CPMC
City Clerk

Agenda Section: Consent Calendar
Agenda Item No.: 7
Council Meeting Date: April 14, 2025

City of Carpinteria

COUNCIL AGENDA STAFF REPORT

ITEM FOR COUNCIL CONSIDERATION

Expenditures for the period beginning March 17, 2025 and ending April 04, 2025.

STAFF RECOMMENDATION

Receive and file Warrant Register for the period of March 17, 2025, through April 04, 2025, pursuant to Carpinteria Municipal Code 2.08.150(F).

DISCUSSION

As part of each regular City Council agenda, a list of all checks (Attachment A) disbursed since the last reporting period is presented to the City Council pursuant to C.M.C. 2.08.150(F). The report is provided for City Council and public information and serves as staff's verification that the expenditures have been reviewed and are within budgeted appropriations.

FINANCIAL CONSIDERATIONS

The warrant register is designed to communicate the City's fiscal activity since the prior reporting period and ensure expenditures are within the approved budget.

ATTACHMENTS

Attachment A: Warrant Register for the period beginning March 17, 2025, and ending April 04, 2025.

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



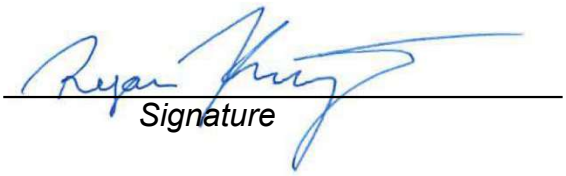
Signature

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: 03/17/2025 - 04/04/2025

Vendor Number / Payable #	Vendor Name / Payable Type	Payable Description	Payment Date	Payment Amount	Number
Bank Code: AP Bank-AP Bank					
Payment Type: Regular					
	ERDMAN VIDEO SYSTEMS		03/17/2025	(173.00)	104705
	WATER GEAR INC		03/17/2025	(1,378.00)	104834
	MISSIONSQUARE		03/20/2025	11,004.01	105395
INV0007199	Invoice	MISSIONSQUARE Employee Contributions			
INV0007200	Invoice	Deferred Compensation Contribution-Part Time Emp			
INV0007201	Invoice	MissionSquareEmployee Contributions			
INV0007202	Invoice	MISSIONSQUARE Employee Contributions			
	SEIU LOCAL 620		03/20/2025	235.32	105396
INV0007203	Invoice	Employee Union Dues Contribution			
	AFLAC		03/20/2025	179.85	105397
350619	Invoice	MARCH 2025 EMPLOYEE PREMIUMS			
	AMAZON CAPITAL SERVICES INC		03/20/2025	440.82	105398
11RY-J97F-W4XY	Invoice	BOOKS FOR LIBRARY			
14DQ-DTVP-7HNV	Invoice	BOOKS FOR LIBRARY			
17JP-DR31-FH9F	Invoice	BOOKS FOR LIBRARY			
191X-DQTC-3RV7	Invoice	POOL EQUIPMENT FOR LANE LINES			
1CMX-RDLQ-T3TP	Invoice	SUPPLIES FOR AGE WELL CREATIVE STUDIES			
1CTJ-TCDN-J7MD	Invoice	ZIP BOOKS-CARP LIBRARY			
1J77-YT7N-GYT1	Invoice	COPY PAPER FOR LIBRARY			
1K1C-JMKM-9LVJ	Invoice	BOOKS FOR LIBRARY			
1KMP-QHG1-1RRQ	Credit Memo	TONIES CHARACTER RETURNED			
1PGQ-33KX-9RC6	Invoice	BOOKS FOR LIBRARY			
1PJR-7Y76-9Q3Q	Invoice	BOOKS FOR LIBRARY			
1Q9P-J7HN-1J7W	Credit Memo	BOOKS FOR LIBRARY			
1TYV-FGTV-7YNF	Invoice	4 ROLLS COLORED MASKING TAPE FOR LIBRARY			
1W64-Y4YF-7V7Y	Credit Memo	BOOKS FOR LIBRARY			
1WWR-1NDC-97C3	Credit Memo	BOOKS FOR LIBRARY			
1X6C-D699-W4M7	Invoice	BOOKS FOR LIBRARY			
	Void		03/20/2025	-	105399
	ANIMAL MEDICAL CLINIC		03/20/2025	1,625.00	105400
568844	Invoice	FEB25 DOG LICENSING ISSUANCE			
568849	Invoice	MAR25 CONTRACTED VET SERVICES			
	AT&T MOBILITY		03/20/2025	694.15	105401
287303896883X03102025	Invoice	MAR25 CITY HALL CELL PHONES			
	BIG GREEN CLEANING COMPANY		03/20/2025	13,524.05	105402
666899	Invoice	BODY WASH FOR COMMUNITY POOL			
667121	Invoice	MAR25 CONTRACTED CLEANING SERVICES			
	BLUESTUDIO INC		03/20/2025	1,775.00	105403
1497	Invoice	PROFESSIONAL SERVICES-LINDEN DESIGN THRU 2/15/25			
	BUREAU VERITAS NORTH AMERICA INC		03/20/2025	14,405.00	105404
RI 25010053	Invoice	FEB25 PLAN CHECK SERVICES			
RI 25010054	Invoice	FEB25 MONTHLY PERMIT TECH SERVICES			
RI 25010055	Invoice	FEB25 MONTHLY INSPECTOR SERVICES			
RI 25010056	Invoice	FEB25 ON-SITE INSPECTIONS			
	CAL-COAST MACHINERY INC		03/20/2025	232.61	105405
956320	Invoice	REPLACE ALL FILTERS ON TRACTOR B2			
	CALIFORNIA ELECTRIC SUPPLY		03/20/2025	4.96	105406
7700-1226884	Invoice	ELECTRICAL CONNECTOR FOR LIGHTS AT SKATE PARK			

	CALTRANS		03/20/2025	5,069.62	105407
SL250337	Invoice	JUL24-SEP24 SIGNALS & LIGHTING BILLING			
	CAMILO GREGORIO		03/20/2025	100.00	105408
INV0007160	Invoice	PARK DEPOSIT REFUND			
	CARPINTERIA VALLEY LUMBER CO		03/20/2025	849.79	105409
558538	Invoice	PRIMER TO REMOVE GRAFITTI AT SALT MARSH			
558540	Invoice	6X6 WOOD, REBAR-BUILD STEPS AT SKATE PARK			
558577	Invoice	ROPE FOR FLAG POLE AT EL CARRO			
558602	Invoice	HARDWARE FOR 9TH ST BATHROOM, BATTERIES FOR TESTER			
558952	Invoice	KEY FOR BEACH STORE TRAILER			
559005	Invoice	BATTERY FOR THEMOSTAT AT VETS HALL			
559016	Invoice	LIGHT BULBS FOR VETS HALL			
559054	Invoice	MATERIALS TO REPAIR BROKEN SINK AT COMMUNITY POOL			
559060	Invoice	MATERIALS TO REPAIR BROKEN SINK AT COMMUNITY POOL			
	COAST AUTO PARTS INC		03/20/2025	290.38	105410
788787	Invoice	OIL FOR TRACTORS B1 & B2			
	COASTAL VIEW NEWS		03/20/2025	290.00	105411
62146	Invoice	ABOP AD 3/6/25			
	COUNTY OF SANTA BARBARA HR DEPT		03/20/2025	196.43	105412
FALLMGMT2411	Invoice	PUBLIC LEADERSHIP ACADEMY-O. URIBE			
	DARRYL LEE ENSTAD		03/20/2025	1,425.00	105413
20364	Invoice	INSTALL ADDITIONAL LIGHT AT COMMUNITY POOL			
	EASY LIFT TRANSPORTATION		03/20/2025	1,000.00	105414
7595	Invoice	MAR25 COMMUNITY TRANSPORTATION SERVICES			
	ERDMAN VIDEO SYSTEMS		03/20/2025	173.00	105415
6510	Invoice	REPAIR KIT FOR BEACH CAMERA			
	ERIN MAKER		03/20/2025	198.00	105416
INV0007171	Invoice	REIMBURSE TRAVEL FEB25 CSTI TRAINING			
	EVERSHADE EXTERIOR CLEANING SOLUTIONS		03/20/2025	475.00	105417
11147	Invoice	FEB25 CLEANING OF TRASH CANS AT CARP & LINDEN AVE			
	FRONTIER COMMUNICATIONS		03/20/2025	511.23	105418
MAR25 805-566-1944-032923-5	Invoice	MAR25 PHONE & INTERNET-BEACH STORE			
MAR25 805-684-4314-063022-5	Invoice	MAR25 PHONE & INTERNET SERVICES FOR LIBRARY			
MAR25 805-684-7613-042205-5	Invoice	MAR25 PHONE & INTERNET FOR LG TOWER & BOATHOUSE			
	GRAINGER		03/20/2025	117.76	105419
9429871123	Invoice	PIPE CUTTER AND WHEELS FOR PUBLIC WORKS			
	GRANICUS		03/20/2025	12,415.69	105420
198776	Invoice	PUBLIC MEETING STREAMING ONLINE AGENDA MANAGEMENT			
	GUARDIAN		03/20/2025	8,822.82	105421
MAR25 PREMIUMS	Invoice	MAR25 PREMIUMS			
	HDL SOFTWARE LLC		03/20/2025	2,914.09	105422
SIN048018	Invoice	JAN-MAR25 SALES TAX			
SIN048136	Invoice	JAN-MAR25 TRANSACTION TAX			
	ID WORKS LLC		03/20/2025	347.73	105423
GH 40304	Invoice	UNIFORMS FOR PARKS FACILITY ATTENDANTS			
	INFOARMOR INC		03/20/2025	63.80	105424
6456Mar25	Invoice	MAR25 INDENTITY THEFT EMPLOYEE PREMIUMS			
	JAYNE DIAZ		03/20/2025	790.53	105425
INV0007177	Invoice	APR25 MEDICAL REIMBURSEMENT			
	JOSE MENDOZA		03/20/2025	100.00	105426
INV0007176	Invoice	PARK DEPOSIT REFUND			
	KALYN PINA		03/20/2025	400.00	105427
INV0007178	Invoice	MAR25 TRAINING PER DIEM ADVANCE			

	LARRY DRIGGERS		03/20/2025	790.53	105428
INV0007179	Invoice	APR25 MEDICAL REIMBURSEMENT			
	LEAGUE OF CA CITIES		03/20/2025	300.00	105429
1827	Invoice	MEMBERSHIP FOR CHANNEL COUNTIES DIVISION (2025)			
	LOWE'S		03/20/2025	312.50	105430
FEB25 9800 338916 4	Invoice	FEB25 CARD PAYMENT			
	MARBORG INDUSTRIES		03/20/2025	4,045.00	105431
6083206	Invoice	FENCE RENTAL FOR DOG PARK 4/1/2025-4/1/2026			
	MARY ANN COLSON		03/20/2025	790.53	105432
INV0007180	Invoice	APR25 MEDICAL REIMBURSEMENT			
	MINER'S ACE HARDWARE INC		03/20/2025	83.72	105433
21825	Invoice	CHAINSAW BLADE & CHAIN			
	MISSION UNIFORM SERVICE		03/20/2025	594.75	105434
523399278	Invoice	MAT REPLACEMENT, UNIFORM CLEANING 3/03/25			
523399279	Invoice	TOWEL & MAT REPLACEMENT CITY HALL 3/03/25			
523442985	Invoice	TOWEL & MAT REPLACEMENT VETS HALL 3/10/25			
523442986	Invoice	TOWEL & MAT REPLACEMENT LIBRARY 3/10/25			
523442988	Invoice	TOWEL & MAT REPLACEMENT POOL 3/10/25			
523442989	Invoice	MAT REPLACEMENT, UNIFORM CLEANING 3/10/25			
523442990	Invoice	TOWEL & MAT REPLACEMENT CITY HALL 3/10/25			
	MNS ENGINEERS INC		03/20/2025	1,228.21	105435
88975	Invoice	JAN25 ENGINEERING SERVICES-4905 8TH ST			
88976	Invoice	JAN25 ENGINEERING SERVICES-435 CONCHA LOMA			
	MRS ENVIRONMENTAL INC		03/20/2025	7,400.00	105436
600-2025-02	Invoice	FEB25 OIL & GAS ON CALL ENVIRONMENTAL SERVICES			
	OVERDRIVE INC.		03/20/2025	129.97	105437
01352DA25071780	Invoice	MAR25 EBOOKS/AUDOBOOKS FOR LIBRARY			
	POWER MACHINERY CENTER		03/20/2025	897.00	105438
W93064	Invoice	PUBLIC WORKS FORKLIFT SERVICE 3/4/25			
	RISDON'S 76 SERVICE		03/20/2025	170.00	105439
1092	Invoice	CAR WASH FOR UNIT 255 2/22/25			
1372	Invoice	CAR WASH FOR UNIT 250 2/23/25			
2808	Invoice	CAR WASH FOR UNIT 250 2/27/25			
4457	Invoice	CAR WASH FOR UNIT 255 2/1/25			
4817	Invoice	CAR WASH FOR UNIT 250 2/2/25			
	ROCKWELL PRINTING		03/20/2025	90.12	105440
46176	Invoice	100 SINGLE USE ITEMS FLYERS FOR LOCAL RESTAURANTS			
	SANTA BARBARA COUNTY APCD		03/20/2025	1,138.01	105441
62684	Invoice	EMISSION FEE FOR PERMANENT EMERGENCY GENERATOR			
62878	Invoice	PERMIT FEE FOR PORTABLE EMERGENCY GENERATOR			
	SANTA BARBARA PEST CONTROL		03/20/2025	95.00	105442
44512	Invoice	MAR25 PEST CONTROL COMMUNITY POOL			
	SITEONE LANDSCAPE SUPPLY (ALL AROUND)		03/20/2025	57.56	105443
150118751-001	Invoice	COMPOST SOIL FOR VIOLA & EL CARRO			
	SO CA EDISON		03/20/2025	9,702.47	105444
FEB25 700474689651	Invoice	FEB25 ELECTRICITY-4683 9TH ST			
JAN25 700405192484	Invoice	JAN25 ELECTRICITY-MULTIPLE LOCATIONS			
	SONGS BY SAM		03/20/2025	131.50	105445
490	Invoice	MUSICAL PERFORMANCE FOR AGE WELL PROGRAM 3/1/25			
	STAPLES ADVANTAGE		03/20/2025	142.84	105446
6026297751	Invoice	COPY PAPER, BINDER CLIPS			
	THE FLAG FACTORY		03/20/2025	209.28	105447
34774	Invoice	SNAP HOOKS FOR FLAG POLE AT EL CARRO			
	TKM ENGINEERING		03/20/2025	4,100.00	105448

1356	Invoice	FEB25 EVALUATE TRAFFIC SIGNALS FOR ADA COMPLIANCE			
	TORO ENTERPRISES INC		03/20/2025	1,005,731.34	105449
18496R	Invoice	DEC24 VIA REAL STORMWATER PROJECT			
18630	Invoice	JAN25 CHANEY REPAIR			
	TRAFFIC TECHNOLOGIES LLC		03/20/2025	852.59	105450
49811	Invoice	MATERIALS & TOOLS FOR SIGN REPLACEMENT			
49945	Invoice	BOLTS FOR SIGN REPLACEMENTS			
49951	Invoice	100 PAPER NO PARKING SIGNS			
	TRANSAMERICA EMPLOYEE BENEFITS		03/20/2025	687.24	105451
2505669048	Invoice	MAR25 EMPLOYEE PREMIUMS			
	UNIQUE MANAGEMENT SERVICES INC		03/20/2025	65.00	105452
6136953	Invoice	FEB25 LOST LIBRARY BOOKS			
	VIDIFLO LLC		03/20/2025	325.00	105453
I25031201	Invoice	MAR25 GATV EQUIPMENT REPAIRS			
	VINCENT SEMONSEN		03/20/2025	1,455.00	105454
INV0007198	Invoice	FEB25 BIOLOGICAL SERVICES			
	WATER GEAR INC		03/20/2025	1,378.00	105455
4702	Invoice	SWIM CAPS, GOGGLES FOR RESALE AT POOL			
	WAXIE SANITARY SUPPLY		03/20/2025	3,093.73	105456
83080771	Invoice	BATH TISSUE, TRASH BAGS			
83080773	Invoice	BATH TISSUE, TRASH BAGS, GLOVES, DOG WASTE BAGS			
	WSP USA INC		03/20/2025	3,330.00	105457
40157775	Invoice	GENERAL PLAN/COASTAL PLAN UPDATE THROUGH 1/31/25			
	A-1 TRUCK AND EQUIPMENT		03/27/2025	3,381.89	105458
37281	Invoice	LIFT GATE REPAIR UNIT 323			
	ALEXANDRA BAER PERALTA		03/27/2025	300.00	105459
INV0007209	Invoice	VETS HALL DEPOSIT REFUND			
	AMAZON CAPITAL SERVICES INC		03/27/2025	693.53	105460
13CN-TQ34-MRDT	Invoice	ZIP BOOKS-T. GIAMONI			
13WN-R6MW-HK76	Invoice	ZIP BOOKS-CARP LIBRARY			
17GW-JDXK-H9TY	Invoice	ZIP BOOKS-T. BRYAN			
19J4-X3YN-MCLQ	Invoice	BOOKS FOR LIBRARY			
19RF-FVHT-LG9W	Invoice	ZIP BOOKS-M. LARIOS			
1DTF-YP93-WCLK	Invoice	INDEX CARDS FOR LIBRARY			
1FGQ-YXGJ-LWK4	Invoice	ZIP BOOKS-N. STERN			
1GFD-M3DD-C77L	Invoice	BOOKS FOR LIBRARY			
1HYG-9D4V-CNCX	Invoice	PRINTER TONER CARTRIDGES FOR COMMUNITY POOL			
1Q9P-J7HN-H3HY	Invoice	TONER CARTRIDGE FOR LIBRARY			
1QN3-36X4-KXH1	Credit Memo	BOOKS FOR LIBRARY			
1THR-6L6V-L4LH	Invoice	ZIP BOOKS-L. GRYBOWSKI			
1TJ3-N9PP-P94Y	Invoice	BOOKS FOR LIBRARY			
1V9C-44CR-C44C	Invoice	MATERIALS FOR AGE WELL CREATIVE STUDIES			
1VJJ-KW3M-KXRQ	Invoice	ZIP BOOKS-S. HALPER			
1X1P-3Q93-9DJL	Invoice	BOOKS FOR LIBRARY			
1X4T-MVDD-13VJ	Credit Memo	BOOKS FOR LIBRARY			
1YCL-3J6M-WRMW	Credit Memo	ZIP BOOKS-C. PRINS			
	Void		03/27/2025	-	105461
	ASBURY ENVIRONMENTAL SVCS		03/27/2025	7.00	105462
I500-01190124	Invoice	DISPOSAL OF USED OIL/MIXED OILS 3/3/25			
	BASIC		03/27/2025	172.72	105463
IN3392340	Invoice	MAR25 MONTHLY FSA ADMIN FEE			
	BAY ALARM		03/27/2025	186.75	105464
22050801	Invoice	SECURITY/FIRE MONITORING 4/1/25-6/30/25 POOL			
	BEACON WEST ENERGY GROUP LLC		03/27/2025	31,870.81	105465
BWSI-20250018	Invoice	CONSTRUCTION SERVICES FOR PIPELINE ABANDONMENT			
	CAL-COAST MACHINERY INC		03/27/2025	1,997.99	105466

960925	Invoice	SEAT REPLACEMENT UNIT B1			
960984	Invoice	PARTS TO REPAIR UNIT B1			
961888	Invoice	LOADER BUCKET FOR UNIT B2			
	CANNON		03/27/2025	36,195.00	105467
91457	Invoice	FEB25 VIA REAL STORMWATER PROJECT			
	CANON FINANCIAL SERVICES INC		03/27/2025	1,249.52	105468
39084064	Invoice	MAR25 MAINT & SERVICE CANON PRINTERS			
	COAST AUTO PARTS INC		03/27/2025	139.01	105469
789294	Invoice	BATTERY FOR UNIT B2			
	COASTAL VIEW NEWS		03/27/2025	147.00	105470
62183	Invoice	NOTICE OF PUBLIC HEARING AD 3/13/25			
	COUNTY OF SANTA BARBARA HR DEPT		03/27/2025	134.86	105471
FALL SUPSBC340	Invoice	PUBLIC LEADERSHIP ACADEMY-S. DOWNES			
	COUNTY OF SANTA BARBARA - PUBLIC WORKS		03/27/2025	223.20	105472
946	Invoice	JUL-DEC24 GENERAL IWRM PROGRAM OVERSIGHT			
	COUNTY SANITATION COMPANY INC STEWARTS & SELZER PLUMBII		03/27/2025	3,700.00	105473
64830	Invoice	STORM DRAIN CLEANING 3/13/25			
66104	Invoice	CLEAR TOILET AT LIBRARY 3/5/25			
	DEMCO INC		03/27/2025	220.01	105474
7526818	Invoice	SUPPLIES FOR BOOK PROCESSING AT LIBRARY			
	ENCOMPASS CONSULTANT GROUP INC		03/27/2025	34,815.00	105475
06313	Invoice	FEB25 PAVEMENT MAINTENANCE			
	FILIPPIN ENGINEERING INC.		03/27/2025	5,403.75	105476
240501-11	Invoice	FEB25 2022 PAVEMENT REHABILITATION PROJECT			
	HOLLY MINEAR OR HANS ALMGREN		03/27/2025	500.00	105477
INV0007218	Invoice	PROJECT CLOSEOUT PL-24-2307			
	JUAN O'S MOBILE REPAIR		03/27/2025	1,200.00	105478
269	Invoice	STREET SWEEPER REPAIR 3/19/25			
	LESLIE'S POOL SUPPLIES INC		03/27/2025	1,004.82	105479
00308-01-065456	Invoice	CHLORINE FOR COMMUNITY POOL 3/19/25			
	MIGUEL JIMENEZ		03/27/2025	100.00	105480
INV0007219	Invoice	PARK DEPOSIT REFUND			
	NEW BEGINNINGS COUNSELING CENTER		03/27/2025	4,987.34	105481
50224	Invoice	DEC24 SAFE PARKING PROGRAM			
50225	Invoice	JAN25 SAFE PARKING PROGRAM			
	QUADIENT FINANCE USA INC		03/27/2025	500.00	105482
MAR25-7900 0440 8110 0954	Invoice	POSTAGE FOR CITY HALL 3/20/25			
	RRM DESIGN GROUP		03/27/2025	6,853.43	105483
2911-01-0225	Invoice	FEB25 FRANKLIN CREEK TRAIL IMPROVEMENT			
	SANTA BARBARA COUNTY SHERIFFS DEPT		03/27/2025	516,750.00	105484
2457	Invoice	MAR25 CONTRACTED LAW ENFORCEMENT SERVICE			
	SHOWSCAPES		03/27/2025	22,575.00	105485
388339869	Invoice	MAR25 LANDSCAPE MAINTENANCE			
388339870	Invoice	MAR25 MONTHLY CHEMICAL CHARGE			
	SO CA EDISON		03/27/2025	30,245.89	105486
FEB25 700814698495	Invoice	FEB25 ELECTRICITY - 900 ELM AVE EV EV			
MAR25 700163777874	Invoice	MAR25 ELECTRICITY-6145 CARPINTERIA			
MAR25 700827247063	Invoice	MAR25 ELECTRICITY-5781 CARPINTERIA AVE PED PED			
	ST JOSEPH CATHOLIC CHURCH		03/27/2025	758.65	105487
INV0007224	Invoice	PROJECT CLOSE OUT PL-15-1787			
	THE WHARF		03/27/2025	49.46	105488
381997	Invoice	SOCKS, FOOTBED A. VEGA			

	TINY FOOTPRINT FARM LLC		03/27/2025	5,500.00	105489
1	Invoice	STRATEGIC PLANNING PHASE 1 - LIBRARY			
	TRI-CO REPROGRAPHICS		03/27/2025	195.76	105490
217489	Invoice	VINYL SIGNS FOR AGE WELL PROGRAM			
217819	Invoice	VINYL SIGNS FOR COMMUNITY GARDEN			
	VILLAGE POOL SUPPLY		03/27/2025	516.56	105491
50446	Invoice	CHLORINE, ACID FOR COMMUNITY POOL 3/19/25			
	WARMINGTON RESIDENTIAL		03/27/2025	3,113.27	105492
INV0007223	Invoice	PROJECT CLOSE OUT PL-19-1957			
	WATKINS FENCE CO.		03/27/2025	7,276.50	105493
CC31825	Invoice	PUBLIC WORKS SECURITY GATE AUTOMATION			
	WESTERN EXTERMINATOR COMPANY		03/27/2025	91.90	105494
74769880	Invoice	MAR25 PEST CONTROL AT VETS HALL 3/3/25			
	WEX BANK (CHEVRON)		03/27/2025	1,775.53	105495
103583886	Invoice	MAR25 FUEL FOR CITY VEHICLES			
	MISSIONSQUARE		04/03/2025	12,061.13	105496
INV0007263	Invoice	MISSIONSQUARE Employee Contributions			
INV0007264	Invoice	Deferred Compensation Contribution-Part Time Emp			
INV0007265	Invoice	MissionSquareEmployee Contributions			
INV0007266	Invoice	MISSIONSQUARE Employee Contributions			
	SEIU LOCAL 620		04/03/2025	235.32	105497
INV0007267	Invoice	Employee Union Dues Contribution			
	ALEXANDRA VANANTWERP		04/03/2025	199.00	105498
INV0007268	Invoice	REIMBURSE TRAVEL PLANNING COMM. ACADEMY			
	ALL LANGUAGES INTERPRETING & TRANSLATING INC.		04/03/2025	1,590.00	105499
31597	Invoice	2 INTERPRETERS FOR CC MTGS 3/10/25, 3/24/25			
	AMAZON CAPITAL SERVICES INC		04/03/2025	88.39	105500
1GTK-XF9Q-VNNL	Invoice	ZIP BOOKS-J. COLGAN			
1GV4-1QL4-HYFJ	Credit Memo	ZIP BOOKS-C PRINS			
1LQV-N6LH-MQDQ	Invoice	TAPE FOR SIGNS AT COMMUNITY GARDEN			
1QTH-Y9NR-W3K7	Invoice	BOOKS FOR LIBRARY			
	CARPINTERIA COMM ASSOC		04/03/2025	720.00	105501
INV0007238	Invoice	6 TICKETS-COMMUNITY AWARDS BANQUET 4/26/2025			
	CARPINTERIA SENIOR CITIZENS INC		04/03/2025	2,000.00	105502
FY24/25 GRANT	Invoice	FY24-25 GRANT			
	COASTAL OCCUPATIONAL MEDICAL GROUP		04/03/2025	245.00	105503
5009712	Invoice	OCT24 PRE-HEALTH SCREENING FOR POOL			
	COASTAL VIEW NEWS		04/03/2025	539.00	105504
62213	Invoice	NOTICE OF PUBLIC HEARING AD 3/27/25			
62214	Invoice	NOTICE OF PUBLIC MEETING AD 3/27/25			
62215	Invoice	NOTICE OF JOINT PUBLIC MEETING AD 3/27/25			
	COX BUSINESS		04/03/2025	350.86	105505
APR25 001 3011 028030701	Invoice	APR25 POOL & GARDEN INTERNET-PHONE SERVICE			
	ERIC CASTRO		04/03/2025	932.25	105506
INV0007242	Invoice	REIMBURSE TRAVEL MAR25 LIBRARY CONFERENCE			
	IMPULSE ADVANCE COMMUNICATIONS		04/03/2025	1,610.52	105507
130670	Invoice	APR25 PHONE SERVICES			
	JEANETTE GANT		04/03/2025	259.49	105508
INV0007243	Invoice	REIMBURSE TRAVEL MAR25 PARK & REC CONFERENCE			
	JENA JENKINS		04/03/2025	449.84	105509
INV0007244	Invoice	REIMBURSE TRAVEL MAR25 PARK & REC CONFERENCE			
	JODY THOMAS		04/03/2025	74.73	105510
INV0007245	Invoice	STAFF TRAINING WITH STRATEGIC PLANNER 2/26/25			

	JOE GONZALEZ WELDING		04/03/2025	3,670.00	105511
61870	Invoice	REPAIRS TO BEACH PLATFORM LADDERS 2/7/25			
61896	Invoice	REPAIRS TO BEACH PLATFORM LADDERS 3/25/25			
	MAR CO EQUIPMENT COMPANY		04/03/2025	1,270.86	105512
207555	Invoice	CONTROL SWITCHES FOR UNIT 331 STREET SWEEPER			
	MAUREEN ROSEN		04/03/2025	76.00	105513
INV0007270	Invoice	SENIOR PASS REFUND AT COMMUNITY POOL			
	NATALIA ALARCON		04/03/2025	100.00	105514
INV0007261	Invoice	PARK DEPOSIT REFUND			
	NGU DRONE PHOTOGRAPHY LLC		04/03/2025	1,120.00	105515
1033	Invoice	PUBLIC WORKS PROMOTION VIDEO 2/11/25			
1034	Invoice	PUBLIC WORKS PROMOTION VIDEO 2/24/25			
	PAMELA GONZALEZ		04/03/2025	200.00	105516
INV0007269	Invoice	PARK DEPOSIT REFUND			
	PENGUIN RANDOM HOUSE LLC		04/03/2025	5,000.00	105517
70001381	Invoice	SPEAKER J. ZAMORA-COMMUNITY LIBRARY 5/1/25			
70001385	Invoice	SPEAKER J. ZAMORA-COMMUNITY LIBRARY 5/1/25			
	QUADIENT FINANCE USA INC		04/03/2025	500.00	105518
MAR25/7900 0440 8110 0954	Invoice	POSTAGE FOR CITY HALL 3/31/25			
	SANTA BARBARA COUNTY BEHAVIORAL WELLNESS		04/03/2025	2,698.00	105519
COC 12162024	Invoice	FY24/25 MOBILE CRISIS SERVICES			
	SANTA BARBARA SWIM CLUB		04/03/2025	448.00	105520
INV0007262	Invoice	APR25 NOVICE SWIM MEET			
	SO CA EDISON		04/03/2025	7,911.00	105521
MAR25 700291369452	Invoice	MAR25 ELECTRICTY-MULTIPLE LOCATIONS			
MAR25 700814698495	Invoice	MAR25 ELECTRICITY-900 ELM AVE EV EV			
	TORO ENTERPRISES INC		04/03/2025	955,445.27	105522
18625 R	Invoice	JAN25 VIA REAL STORMWATER PROJECT			
18628R	Invoice	JAN25 2022 PAVEMENT REHABILITATION PROJECT			
	TREESCAPES		04/03/2025	17,543.00	105523
388339701	Invoice	TREE MAINTENANCE CITY HALL 2/24/25			
388339702	Invoice	TREE REMOVAL MONTE VISTA PARK 2/24/25			
388339703	Invoice	TREE MAINTENANCE MEMORIAL PARK 2/24/25			
388339704	Invoice	TREE MAINTENANCE FRANKLIN PARK 2/24/25			
388339705	Invoice	TREE MAINTENANCE VIOLA PARK 2/24/25			
	TRI-CO REPROGRAPHICS		04/03/2025	76.98	105524
217831	Invoice	SCANNING COLOR, FILE RENAME 3/24/25			
217832	Invoice	SCANNING COLOR, FILE RENAME 3/24/25			
217833	Invoice	SCANNING COLOR, FILE RENAME 3/24/25			
217834	Invoice	SCANNING SMALL FORMAT, FILE RENAME 3/24/25			
217835	Invoice	SCANNING SMALL FORMAT, FILE RENAME 3/24/25			
217836	Invoice	SCANNING SMALL FORMAT, FILE RENAME 3/24/25			
217837	Invoice	SCANNING SMALL FORMAT, FILE RENAME 3/24/25			
217838	Invoice	SCANNING SMALL FORMAT, FILE RENAME 3/24/25			
217839	Invoice	SCANNING SMALL FORMAT, FILE RENAME 3/24/25			
	TRUE NORTH COMPLIANCE SERVICES INC		04/03/2025	800.25	105525
25-02-039	Invoice	FEB25 BP PLAN CHECK/INSPECTION SERVICES			
	WSP USA INC		04/03/2025	4,670.00	105526
40164912	Invoice	GENERAL PLAN UPDATE THROUGH 2/28/25			
	CalPERS		03/20/2025	14,137.52	DFT0003437
3/1/25-3/14/25 CLASSIC	Invoice	CLASSIC RETIREMENT CONTRIBUTIONS 3/1/25-3/14/25			
	CalPERS		03/20/2025	14,850.74	DFT0003438
3/1/25-3/14/25 PEPRA	Invoice	PEPRA RETIREMENT CONTRIBUTIONS 3/1/25-3/14/25			
	INTERNAL REVENUE SERVICE		03/20/2025	22,768.05	DFT0003439

PR06 3/20/25	Invoice	PR06 3/20/25 FEDERAL TAX DEPOSIT			
	EDD-SIT		03/20/2025	7,333.10	DFT0003440
PR06 3/20/25	Invoice	PR06 3/20/25 EDD PIT TAX DEPOSIT			
	EDD-SDI		03/20/2025	2,229.44	DFT0003441
PR06 3/20/25	Invoice	PR06 3/20/25 EDD SDI TAX DEPOSIT			
	CalPERS HEALTH		04/03/2025	60,072.96	DFT0003442
100000017864527	Invoice	APR25 HEALTH PREMIUMS			
	CalPERS HEALTH		04/03/2025	8,636.46	DFT0003443
100000017864529	Invoice	APR25 HEALTH PREMIUMS			
	CalPERS		04/03/2025	14,784.36	DFT0003445
3/15/25-3/28/25 PEPRA	Invoice	PEPRA RETIREMENT CONTRIBUTIONS 3/15/25-3/28/25			
	CalPERS		04/03/2025	14,137.52	DFT0003446
3/15/25-3/28/25 CLASSIC	Invoice	CLASSIC RETIREMENT CONTRIBUTIONS 3/15/25-3/28/25			
	EDD-SDI		04/03/2025	2,273.17	DFT0003447
PR07 4/3/25	Invoice	PR07 4/3/25 EDD SDI TAX DEPOSIT			
	EDD-SIT		04/03/2025	7,148.06	DFT0003448
PR07 4/3/25	Invoice	PR07 4/3/25 EDD PIT TAX DEPOSIT			
	INTERNAL REVENUE SERVICE		04/03/2025	22,468.10	DFT0003449
PR07 4/3/25	Invoice	PR07 4/3/25 FEDERAL TAX DEPOSIT			

Agenda Section: Consent Calendar
Agenda Item No.: 8
Council Meeting Date: April 14, 2025

City of Carpinteria

COUNCIL AGENDA STAFF REPORT

ITEM FOR COUNCIL CONSIDERATION

Authorization to issue the Notice Inviting Bids for the Carpinteria High School Area Crosswalk Safety Improvements Project.

STAFF RECOMMENDATION

Authorize the Public Works Director to advertise the Notice Inviting Bids for the Carpinteria High School Area Crosswalk Safety Improvements Project (Project No. 15125).

Sample Motion: I move to authorize the Public Works Director to advertise the Notice Inviting Bids for the Carpinteria High School Area Crosswalk Safety Improvements Project (Project No. 15125).

BACKGROUND

In 2020, an engineering and traffic study (E&TS) of pedestrian, bicycle, and vehicle volume and movements was conducted in the Carpinteria High School area. In brief, the E&TS recommended upgrading the existing crosswalk at the Franklin Creek Trail and State Route 192/Foothill Road intersection with a high-intensity activated crosswalk system.[1] Out of the E&TS, the design phase of the Carpinteria High School Area Crosswalk Safety Improvements Project was authorized to proceed in 2021.

During the course of the design phase, right-of-way acquisitions were determined to be required because the project location is situated on both a Santa Barbara County Flood Control and Water Conservation District (County) parcel and the State of California (State) right-of-way of State Route 192/Foothill Road at the frontage of Carpinteria High School, 4810 Foothill Road. The project is also a part of Franklin Creek Trail. In August 2023, the City Council authorized the City Manager to execute a Real Property License Agreement with the County. The Real Property License Agreement established the City's obligations concerning the licensed use, operation, and maintenance of the County parcel. In November 2023, the City Council also authorized the City Manager to execute a Maintenance Agreement with the California Department of Transportation (Caltrans). The Maintenance Agreement established the City's obligations concerning

[1] Interwest Consulting Group, Inc. Evaluation of Franklin [Creek] Trail Crosswalk at Foothill Road (SR 192). 2020.

operation and maintenance within the State right-of-way. Concurrent with the Maintenance Agreement, a Caltrans Encroachment Permit was also acquired.

In September 2024, the City applied for state-aid grant funds from the Highway Safety Improvement Program (HSIP) Cycle 12. In February 2025, the City was informed by Caltrans about the project being selected for receiving an amount of $342,270. The HSIP funds will be for the construction phase of the project, which is estimated to cost $380,300. The HSIP funds will cover 90-percent of the construction costs, and the City's development impact fees will be the local match to cover the remaining portion.

The design phase including all right-of-way acquisitions is now complete. Further, electric service was ordered from and is now arranged with Southern California Edison to power the proposed high-intensity activated crosswalk system.

The purpose of this agenda matter is for the City Council to authorize the Public Works Director to advertise the Notice Inviting Bids for the Carpinteria High School Area Crosswalk Safety Improvements Project.

DISCUSSION

The general scope of work of the Carpinteria High School Area Crosswalk Safety Improvements Project consists of removing the existing flashing beacon crosswalk system and replacing with a high-intensity activated crosswalk system. As a part of the scope of work, a temporary traffic control plan (TTC) will be required by the City as well as pursuant to the Caltrans Encroachment Permit for the construction phase. That is, the City's construction documents will stipulate a requirement for the construction contractor to prepare and implement a TTC as well as provide public notifications and coordinate with Carpinteria High School, County, and Caltrans. The estimated start of construction is summer 2025.

POLICY CONSISTENCY

The recommendation is to effectively proceed with work on the project in order to enhance Franklin Creek Trail for pedestrians and bicyclists. With that, the recommendation may be found consistent with the following objectives and policies of the General Plan and Local Coastal Plan:

Circulation Element

Objective C-7: Build demand for alternative transportation use by increasing ease, effectiveness, and social acceptability, and through foresighted planning.

Policies:

C-7b. Develop safe and direct pedestrian accessibility between residential areas, schools, parks, and shopping areas in both new and existing urban areas.

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.

Policies:

C-8a. Integrate the development of bicycle routes and pedestrian pathways in additional areas of the city, and encourage the utilization of such routes for commuting as well as recreational purposes.

C-8f. Encourage pedestrian movement by providing pedestrian facilities that are direct and convenient, particularly in the beach and downtown areas.

Open Space, Recreation & Conservation Element

Objective OSC-14: Provide for adequate park and recreation facilities to meet the needs of the community and visitors.

Policies:

OSC-14a. Increase coastal and recreational access for all segments of the population, including the disabled and elderly, while protecting natural resources, particularly environmentally sensitive habitat areas.

Objective OSC-15: Maintain the existing trail system and provide additional recreation and access opportunities by expanding the trail system.

Policies:

OSC-15a. The City's trail system shall be maintained and expanded upon based upon Figure C-3, the Trails Map, and, if approved by the Coastal Commission in an amendment to its Local Coastal Plan, the Trails Master Plan or similar implementing document.

OSC-15b. Support enhancement of access trails along creekways designated as open space up to the foothills of the Santa Ynez mountain range. This should include exploring trail development for public use along the Edison easement behind Carpinteria High School, ending on the first ridge above the city. This should be linked to the old Franklin trail, leading to the ridge up to East Camino Cielo. Trail restoration and enhancement of easement areas should be pursued to restore the natural beauty along these trails by negotiating with property owners, the school district, and the National Forest, to redesign trails and adopt protective fencing methods.

Finally, the project is consistent with the City's Adopted Local Roadway Safety Plan[2].

[2] City Council Resolution No. 6119.

FINANCIAL CONSIDERATIONS

No Additional Funding Requested. The project anticipates a combination of revenue sources including HSIP and Development Impact Fees. Once the bids are received and analyzed by staff, a recommendation will be presented to the City Council at a future date. The project is currently programmed in the Fiscal Year 2024/25 Capital Improvement Program Budget.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

The recommendation is consistent with the formal bidding procedures of the Uniform Construction Cost Accounting Act (Public Contract Code Section 22030 et al.).

OPTIONS

1. Authorize the Public Works Director to advertise the Notice Inviting Bids for the Carpinteria High School Area Crosswalk Safety Improvements Project (Project No. 15125). (Staff recommendation)
2. The City Council could choose to not approve the recommendation and direct staff as determined appropriate; however, non-action would delay the project and/or may forfeit the HSIP funds.

PRINCIPAL PARTIES EXPECTED AT MEETING

None.

ATTACHMENTS

None.

Staff contact:
Shay Darrington, Engineering Technician
(805) 755-4445; shayd@carpinteriaca.gov

Signature

Reviewed by:
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Signature

Reviewed by:
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Signature

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

Signature

Agenda Section: Consent Calendar
Agenda Item No.: 9
Council Meeting Date: April 14, 2025

City of Carpinteria

COUNCIL AGENDA STAFF REPORT

ITEM FOR COUNCIL CONSIDERATION

Ratify the Consultant Services Agreement Amendment No. 4 between the City of Carpinteria and WSP USA Environment & Infrastructure Inc. (formerly Amec Foster Wheeler Environment & Infrastructure, Inc. and Wood Environment & Infrastructure Solutions, Inc.) ("Consultant") to extend the term of the Agreement to December 31, 2026 for continued planning and environmental services in support of the City's Coastal Land Use Plan and General Plan (CLUP/GP) Update.

STAFF RECOMMENDATION

Ratify the City Manager's execution of Amendment No. 4 (Attachment A) to the Agreement for Consultant Services to extend the term of the Agreement to December 31, 2026 for continued planning and environmental services in support of the City's Coastal Land Use Plan and General Plan (CLUP/GP) Update.

Sample Motion: I move to ratify the City Manager's execution of Amendment No. 4 to the Agreement for Consultant Services with WSP USA Environment & Infrastructure Inc. to extend the term of the Agreement to December 21, 2026.

(This motion requires a roll call vote.)

BACKGROUND

The City of Carpinteria is approximately eight years into its multi-year General Plan and Local Coastal Program Update. For these past eight years, the City has contracted with Consultant to provide planning and environmental consulting services that assist the City with its update work. The City and Consultant also work together to pursue grants related to this work. The contractual history between the City and Consultant and a summary of the grants received to date are included below.

Contractual History

On May 22, 2017, the Carpinteria City Council approved the original Agreement with Amec Foster Wheeler Environment & Infrastructure, Inc. (now WSP) in the amount of $665,955 to prepare targeted updates to the CLUP/GP, facilitate the public hearing

process, and prepare the Sea Level Rise Vulnerability Assessment and Adaptation Plan (SLRVAAP).

On May 14, 2018, City Council approved Contract Amendment No. 1 for a supplemental budget of $117,050 to expand the scope of the SLRVAAP.

On September 9, 2019, City Council approved Contract Amendment No. 2 for a supplemental budget of $197,707 to complete tasks for the Administrative Draft CLUP/GP and to respond to California Coastal Commission (CCC) and State Office of Planning and Research (OPR) Guideline requirements for the CLUP/GP update.

On September 26, 2022, City Council approved Contract Amendment No. 3 to increase the budget by $391,490 for purposes of completing the CLUP/GP Update, including the Program Environmental Impact Report, which brought the total not-to-exceed amount for the contract to $1,372,202.

On January 31, 2025, the term of the Consultant Services Agreement expired, necessitating a fourth amendment to extend the term of the contract. On April 7, 2025, the Consultant signed, and the City Manager countersigned and executed Contract Amendment No. 4 (Attachment A) to extend the contract term to December 31, 2026.

Grants Secured to Date

To date, grants secured from several State agencies for the CLUP/GP Update total $673,093, as more particularly detailed below.

- The CCC Round 3 Grant awarded on March 22, 2017 was for the amount of $150,000, with a City match of $148,000.
- The Caltrans Sea Level Rise/Transportation Grant awarded on May 10, 2018 was for the amount of $218,093, with a City match of $25,549.
- The CCC Round 6 Grant awarded on May 5, 2020 was for the amount of $190,000 ($55,000 for CLUP/GP Update), with a City match of $384,809.
- The CCC Round 7 Grant awarded on May 1, 2022 was for the amount of $340,500 ($250,000 for CLUP/GP Update), with a City match of $74,500.

The purpose of this agenda matter is to request Council ratify Contract Amendment No. 4 as signed and executed by the City Manager, to extend the term of the Contract to December 31, 2026.

DISCUSSION

The newly amended contract period would span just under two fiscal years and the City will annually budget amounts sufficient to cover anticipated contract costs for each fiscal year. The amended agreement is currently within the contract budget and there is no

additional funding requested at this time. In addition, the City and WSP will continue to manage existing grants and pursue additional grants through this process.

FINANCIAL CONSIDERATIONS

The total budget with WSP is not being adjusted and remains at a not-to-exceed amount of $1,372,202. Sufficient funds for the current fiscal year are budgeted under Professional Services (as part of the Advance Planning Program).

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

The City Attorney has reviewed and approved the Consultant Services Agreement as to form.

OPTIONS

1. Ratify the City Manager's execution of Amendment No. 4 to the Agreement between the City and Consultant to extend the term of the Agreement to December 31, 2026. (staff recommendation).
2. Receive staff report and choose not to ratify the Amendment, and direct staff to return with other options.

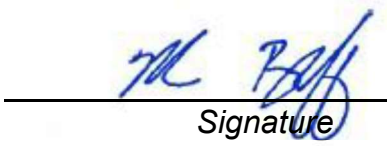
PRINCIPAL PARTIES EXPECTED AT MEETING

WSP consultant team.

ATTACHMENTS

Attachment A Fourth Amendment to Agreement for Consultant Services

Prepared by: Nick Bobroff, Director
Community Development Department
(805) 755-4407 / nickb@carpinteriaca.gov



Signature

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



Signature

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



Signature

ATTACHMENT A

CITY OF CARPINTERIA
FOURTH AMENDMENT TO AGREEMENT FOR CONSULTANT SERVICES

This Fourth Amendment to the Agreement for Consultant Services dated May 23, 2017 ("Original Agreement") is made and effective as of the 7th day of April, 2025 by and between the City of Carpinteria, a municipal corporation ("City"), and WSP USA Environment & Infrastructure Inc., a California corporation (formerly Amec Foster Wheeler Environment & Infrastructure, Inc. and Wood Environment & Infrastructure Solutions, Inc.) ("Consultant"). This Fourth Amendment authorizes continued service for the City's General Plan and Local Coastal Plan Update by hereby modifying Section 3 of the Original Agreement ("Term") to extend the term of the Original Agreement to December 31, 2026.

Except as otherwise specifically provided herein, all other provisions of the Original Agreement, as modified by other amendments, shall remain in full force and effect

Authority to Execute this Fourth Amendment

The person executing this Fourth Amendment on behalf of Consultant warrants and represents that he/she has the authority to execute this Fourth Amendment on behalf of the Consultant and has the authority to bind Consultant to the performance of its obligations hereunder.

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

"CITY"
City of Carpinteria

By:_____
Michael Ramirez, City Manager

"CONSULTANT"
WSP USA Environment & Infrastructure Inc.

By:_____
Aaron P. Goldschmidt
Vice President, WSP

APPROVED AS TO FORM:

_____
Jena S. Acos, on behalf of Brownstein
Hyatt Farber Schreck, LLP
Acting as City Attorney of the
City of Carpinteria

ATTEST:

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

Agenda Section: Consent Calendar
Agenda Item No.: 10
Council Meeting Date: April 14, 2025

City of Carpinteria

COUNCIL AGENDA STAFF REPORT

ITEM FOR COUNCIL CONSIDERATION

Annual Review of the City's Master Fee Schedule.

STAFF RECOMMENDATION

Approve and adopt Resolution No. 6386, updating the City's Master Fee Schedule.

Sample Motion: I move to Adopt Resolution No. 6386, approving the City's Master Fee Schedule.

BACKGROUND

The purpose of this agenda item is for the City Council to consider and approve updates to the City's Master Fee Schedule (see Exhibit 1), incorporating an inflation factor of 3.4%. This adjustment is based on the Consumer Price Index (CPI) for Urban Wage Earners and Clerical Workers in the Los Angeles-Long Beach-Anaheim area for the month of December.

If approved, the revised Master Fee Schedule will become effective July 1, 2025.

DISCUSSION

Ensuring that the City recovers its costs for consumer and fee-based services is a key component of fiscal stabilization. While both public agencies and private businesses must understand the minimum fee required for cost recovery, California cities are legally limited to recovering only the actual cost of service—unlike private businesses that may charge for profit.

When fees are not adjusted regularly, the actual cost of providing services may exceed the fees collected, resulting in a subsidy from the General Fund. To avoid this, the City must update fees in line with changing service delivery costs.

This year's proposed changes, summarized in Attachment B, include a complete list of updates to the Master Fee Schedule along with the variance amounts (increase or decrease). Community Development has proposed a new fee for Minor Development

Plan/Conditional Use Permit Revision with a deposit of $2,500 and 100% recovery. Please see line 32 of the City's Master Fee Schedule, Exhibit 1.

Fees for Parks, Recreation, and Community Services Department (PRCS) are not included as part of the proposed Master Fee Schedule. PRCS conducted an internal fee study, which will be presented to the City Council in a separate agenda matter. Once fully established, PRCS fees will be incorporated into the Master Fee Schedule.

Moving forward, City staff will continue to review and update the Master Fee Schedule annually (March/April) and bring it forward for Council consideration. Per Government Code Section 66017, certain fees or fee increases must take effect no sooner than 60 days after Council adoption.

POLICY CONSISTENCY

Most City fees are targeted to recover 100% of the associated service cost. However, in some cases, the Council has chosen to set recovery levels below 100% based on policy priorities. These are intentional choices, but overall, ensuring that service costs are recovered through fees remains a critical element of the City's long-term fiscal health and sustainability.

FINANCIAL CONSIDERATIONS

Approval of this action will establish a revised Master Fee Schedule effective July 1, 2025, for Fiscal Year 2025/26. The additional revenue generated through these updated fees will help offset increasing service delivery costs, maintaining a balanced budget and reducing reliance on discretionary funding sources.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

None.

PRINCIPAL PARTIES EXPECTED AT MEETING

None.

ATTACHMENTS

Attachment A: Resolution No. 6386

Attachment B: Summary of Changes

Staff contact:

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

Signature

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

Signature

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

Signature

ATTACHMENT A

RESOLUTION NO. 6386

RESOLUTION NO. 6386

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA UPDATING THE MASTER FEE SCHEDULE PURSUANT TO CHAPTER 3.34 OF THE CARPINTERIA MUNICIPAL CODE

WHEREAS, pursuant to Article XIIIB of the California Constitution and Carpinteria Municipal Code (CMC) Chapter 3.34, it is the intent of the City Council to require the ascertainment and recovery of costs reasonably borne from fees, charges, and regulatory license fees; and

WHEREAS, CMC Chapter 3.34 provides a mechanism for ensuring that fees adopted by the City do not exceed the reasonable estimated cost for providing the regulation, products or services for which the fees are charged; and

WHEREAS, "costs reasonably borne" shall include all direct and indirect costs, fixed asset recovery expenses, general and departmental overhead, and debt service costs as further defined in CMC Section 3.34.030; and

WHEREAS, pursuant to CMC Section 3.34.020, the City Manager has been delegated the authority to implement said City Council policy to establish or adjust the amount of fees and charges to recover the percentage of costs reasonably borne in providing the regulation, product, or service; and

WHEREAS, the Master Fee Schedule includes an inflation factor of 3.4% based on the Urbank Earners and Clerical Workers Consumer Price Index (CPI) of the Los Angeles-Long Beach-Anaheim for the month of December; and

WHEREAS, the Master Fee Schedule was adopted per Resolution No. 6316 on April 22, 2024 with an effective date of July 1, 2024; and

WHEREAS, the Master Fee Schedule was revised and adopted per Resolution No. 6353 on January 13, 2025, to include SB 330 pre-application reviews as other pre-application reviews.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

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

SECTION 2. The Master Fee Schedule, attached herein as Exhibit 1 and incorporated by reference, shall be modified as shown to reflect the recommended fees.

SECTION 3. The City Manager or his/her designees may exercise discretion to require a deposit amount less than that stipulated in the Master Fee Schedule, if necessary.

PASSED, APPROVED AND ADOPTED on April 14, 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 April 14, 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: Master Fee Schedule

EXHIBIT 1 TO RESOLUTION NO. 6386

CITY OF CARPINTERIA — **Exhibit 1**

Master Fee Schedule (Adopted Reso. No 6386)

Effective July 1, 2025

No.	REF No.	SERVICE	PROVIDER	DEPOSIT	FEE	RECOVERY %
COMMUNITY DEVELOPMENT						
1	S-00100	BUILDING PLAN CHECK & INSPECTION	CD-DEV.REV+BLDG	Initial deposit determined by Community Development Director	$35 plus a Fee based on the most current Building Valuation Table published by the International Code Council; or the RCS "Fully Burdened" hourly rate for all personnel involved (See Appendix A), plus any out-of-pocket expenses for contract personnel, special equipment or supplies, or state or county fees applicable charged against a deposit; whichever captures the full cost of the City. Technology Surcharge - 5% on all building permits and plan checks.	100%
2	S-00120	DEMOLITION PERMIT	CD-DEV.REV+BLDG	$1,280	Actual Costs	100%
3	S-00190	SHORT-TERM RENTAL LICENSE	CD-DEV.REV+BLDG		Initial Application - $339 Renewal - $21 plus $15 business license annually (includes $4 SB1186 fee)	100%
4	S-00210	TEMPORARY USE PERMIT - ADMIN	CD-DEV.REV+BLDG		$771	100%
5	S-00220	TEMPORARY USE PERMIT - COMMISSION	CD-DEV.REV+BLDG	$2,500	Actual Costs	100%
6	S-00310	FENCE/SIGN PERMIT - ADMIN	CD-DEV.REV+BLDG		$650	100%
7	S-00315	FENCE/SIGN PERMIT - ARB	CD-DEV.REV+BLDG	$2,500	Actual Costs	100%
8	S-03030	PLAN DUPLIC. WRITTEN AUTHORIZATION	CD-DEV.REV+BLDG		$95 per plan plus mailing costs	100%
9	S-00340	SIGN PROGRAM REVIEW	CD-DEV.REV+BLDG	$2,500	Actual Costs	100%
11	S-00420	GENERAL PLAN AMENDMENT	CD-DEV.REV+BLDG	$15,000	Actual Costs	100%
12	S-00425	GENERAL PLAN MAINTENANCE SURCHARGE	CD-PLANNING		5% surcharge on all building permits excluding the remodeling of owner-occupied single family dwellings and business tenant improvements.	50%
13	S-00520	LOCAL COASTAL PROGRAM AMENDMENT	CD-DEV.REV+BLDG	$15,000	Actual Costs	100%
14	S-00800	VARIANCE	CD-DEV.REV+BLDG	$5,000	Actual Costs	100%
15	S-00910	CONDITIONAL USE PERMIT	CD-DEV.REV+BLDG	$7,500	Actual Costs	100%
16	S-01000	ARCHITECTURAL REVIEW	CD-DEV.REV+BLDG	$2,500	Actual Costs	100%
17	S-01100	TENTATIVE TRACT MAP	CD-DEV.REV+BLDG	$11,000	Actual Costs	100%
18	S-01200	TENTATIVE PARCEL MAP	CD-DEV.REV+BLDG	$11,000	Actual Costs	100%
19	S-01310	APPEAL TO PLANNING COMMISSION	CD-DEV.REV+BLDG		$1,322 per appeal (66% Subsidy)	34%
20	S-01320	APPEAL TO CITY COUNCIL	CD-DEV.REV+BLDG		$1,396 (68% Subsidy)	32%
21	S-01400	CONCEPT PLAN REVIEW	CD-DEV.REV+BLDG	$7,000	Actual Costs	100%
22	S-01410	PRE-APPLICATION REVIEW (INCLUDES SB 330 PRELIM. APP.)	CD-DEV.REV+BLDG	$1,500	Actual Costs	100%
23	S-01510	DEVELOPMENT PLAN REVIEW	CD-DEV.REV+BLDG	$7,500	Actual Costs	100%
24	S-02200	LOT LINE ADJUSTMENT	CD-DEV.REV+BLDG	$5,500	Actual Costs	100%
25	S-02210	SB9 LOT SPLIT	CD-DEV.REV+BLDG	$5,500	Actual Costs	100%
26	S-02220	LOT MERGER	CD-DEV.REV+BLDG	$2,500	Actual Costs	100%
27	S-02310	COASTAL DEVELOPMENT PERMIT - ADMIN	CD-DEV.REV+BLDG	$2,500	Actual Costs	100%
28	S-02315	COASTAL DEVELOPMENT PERMIT - DISCR.	CD-DEV.REV+BLDG	$5,000	Actual Costs	100%
29	S-02400	NEW/AMENDED SPECIFIC PLAN	CD-DEV.REV+BLDG	$15,000	Actual Costs	100%
30	S-03000	CERTIFICATE OF COMPLIANCE REVIEW	CD-DEV.REV+BLDG	$7,500	Actual Costs	100%
31	S-03025	ZONING LETTER	CD-DEV.REV+BLDG		$556	100%
32		MINOR DEVELOPMENT PLAN/CONDITIONAL U	CD-DEV.REV+BLDG	$2,500	Actual Costs	100%
PUBLIC WORKS						
33	S-03400	R.O.W. VACATION PROCESSING	PW-ADMINISTRATION	$5,000	Actual Costs	100%
34	S-03420	FINAL TRACT MAP/REVERS. TO ACREAGE	PW-ADMINISTRATION	$10,000	Actual Costs	100%
35	S-03425	FINAL PARCEL MAP	PW-ADMINISTRATION	$10,000	Actual Costs	100%
36	S-03430	FINAL LOT LINE ADJUST/LOT MERGER	PW-ADMINISTRATION	$3,000	Actual Costs	100%
37	S-03444	ENGINEERING PLAN CHECK/INSPECTION	PW-ADMINISTRATION	Initial deposit determined by Public Works Director	Actual Costs	100%
38	S-03916	SPECIAL ANNUAL UTILITY PERMIT ISSUE	PW-ADMINISTRATION		$604	100%
39	S-04005	R-O-W ENCROACHMENT-ARCHITECTURAL	PW-ADMINISTRATION		$341	100%
40	S-04010	R-O-W ENCROACHMENT-DUMPSTER	PW-ADMINISTRATION		$116	100%
41	S-04030	R-O-W ENCROACHMENT-TABLES/CHAIRS	PW-ADMINISTRATION		$116 $116 - Renewal	100%
42	S-04035	R-O-W ENCROACHMENT-PARKLET	PW-ADMINISTRATION		$457 $225 - Five Year Renewal	100%
43	S-04042	R-O-W ENCROACHMENT-OTHER	PW-ADMINISTRATION	Initial deposit determined by Public Works Director	$116 or Actual Costs	100%
44	S-04050	WIDE/OVERSIZE LOAD REVIEW	PW-ADMINISTRATION		State-Mandated Fee: $17 - single trip permit $94 - annual permit	15%
45	S-04070	SPECIAL EVENT-APPLICATION REVIEW	PW-ADMINISTRATION		Non-Profit Orgs. - $239 (76% Subsidy) Other - $997	24%
46	S-04075	SPECIAL EVENT-SET-UP/CLEAN-UP SVC	PW-ADMINISTRATION	Initial deposit determined by Public Works Director	Actual Costs	100%
47	S-04090	MISCELLANEOUS ENGINEERING SERVICES	PW-ADMINISTRATION	Initial deposit determined by Public Works Director	Actual Costs	100%
48	S-04095	ELECTRIC VEHICLE CHARGING	PW-ADMINISTRATION		Charging: Peak Hours (4pm - 9pm) - $0.54 per KwH Off-Peak Hours (9pm -4pm) - $0.25 per KwH Idle Fee (9 am-8 pm) - $5 per hour after a 10 minute grace period after fully charged ($30 maximum)	100%

CITY OF CARPINTERIA
Master Fee Schedule (Adopted Reso. No 6316)
Effective July 1, 2025

No.	REF No.	SERVICE	PROVIDER	DEPOSIT		FEE	RECOVERY %
CODE COMPLIANCE							
49	S-00360	ANIMAL KEEPING PERMIT	CD-DEV.REV+BLDG			$536 $377 - Renewal	100%
50	S-00361	BREEDER/KENNEL PERMIT	CD-DEV.REV+BLDG			$536 $377 - Renewal	100%
51	S-08530	BUSINESS LICENSE REVIEW	CD-DEV.REV+BLDG			NEW BUSINESS: $21 - New Out-of-City Business and Existing Changed Owner Business $142 - New In-City Business, Moved Business, and Home Occupation, plus $202 for Building Inspection, if required RENEWAL - $21 Processing Fee (See No. 95)	100%
52	S-03050	LETTER OF CONVENIENCE/ABC	CD-CODE COMPLIANCE			$2,141	100%
53	S-04110	BUS. REGULATION - ADULT ORIENTED	CD-CODE COMPLIANCE	$2,500		Actual Costs $498 - Renewal	100%
54	S-04140	BUS. REGULATION - FILMING - TIER I	CD-CODE COMPLIANCE			$504	100%
55	S-04142	BUS. REGULATION - FILMING - TIER II	CD-CODE COMPLIANCE	$1,500		Actual Costs	100%
56	S-04160	BUS. REGULATION - SOLICITOR/PEDDLER	CD-CODE COMPLIANCE			$599 + Actual Costs $220 - Renewal	100%
57	S-04170	BUS. REGULATION - LIVE ENTERTAINMENT	CD-CODE COMPLIANCE			$650 + Actual Costs $236 - Renewal	100%
58	S-04182	BUS. REGULATION - MASSAGE ESTABLISH	CD-CODE COMPLIANCE	$1,500		Actual Costs $467 - Renewal	100%
59	S-04184	BUS. REGULATION - MASSAGE THERAPIST	CD-CODE COMPLIANCE			INITIAL PERMIT: $409 RENEWAL: $409	100%
60	S-08593	TOBACCO RETAILER PERMIT	CD-CODE COMPLIANCE			$507 per permit: includes $375 County pass-through and $4 State Pass through	100%
61	S-04185	MISC. BUSINESS BACKGROUND PERMIT	CD-CODE COMPLIANCE	$1,500		Actual Costs $498 - Renewal	100%
62	S-04400	SHOPPING CART IMPOUND RELEASE	CD-CODE COMPLIANCE			Actual Costs	100%
63	S-04410	CODE ENFORCEMENT INSPECTION	CD-CODE COMPLIANCE			Actual Costs	100%
64	S-04420	INSPECTION/ABATEMENT WARRANT	CD-CODE COMPLIANCE			Actual Costs	100%
65	S-04430	NUISANCE ABATEMENT	CD-CODE COMPLIANCE			Actual Costs	100%
66	S-05310	ABANDONED VEHICLE REMOVAL	CD-CODE COMPLIANCE			$372	100%
67	S-05300	ANIMAL CONTROL SERVICES	CD-ANIMAL REGULATION			ANNUAL DOG LICENSES $25 - Neutered or Spayed $100 - Unaltered $15 - Altered and owned by Senior $25 - Late Fee	50%
68	S-05301	STRAY ANIMAL IMPOUND	CD-ANIMAL REGULATION			$88 - 1st Release $134 - 2nd Release $227 - 3rd Release	50%
69	S-05302	DEAD ANIMAL PICK-UP	CD-ANIMAL REGULATION			Large Animals (75 pounds or more) - $78 per animal Other Animals - $52 per animal	50%
70	S-05304	IN-HOME ANIMAL QUARANTINE	CD-ANIMAL REGULATION			$315	100%
71	S-04500	FALSE BURGLARY ALARM RESPONSE	POLICE SERVICES			1st & 2nd Responses - $0 3rd Response - $157 4th and subsequent response in twelve month period - $315	100%
72	S-04600	VEHICLE INSPECTION	POLICE SERVICES			$48	100%
73	S-04700	REQUESTED ACCIDENT INVESTIGATION	POLICE SERVICES			$179	100%
PARKS, RECREATION, AND COMMUNITY SERVICES							
74	S-05700	ADULT SPORTS	PARKS & RECREATION			**Adult Softball - $350 per team plus $14 umpire fee per game** **Tennis Courts:** **Day Pass: Adult - $7 Senior - $5** **10-Visit Pass: Adult - $40 Senior - $31**	100%
75	S-06610	PARK/FIELD RENTAL	PARKS & RECREATION			**El Carro/Viola Field Rental - $27.50 per hour, per field** **Field Preparation - $60 per day** **BBQ/Picnic Reservation - $35 per site** **Large Group Camping - $600 per day** **Salt Marsh Amphitheater - $50 per hour, 2 hour minimum** **Misc. Park Facilities - $51**	100%
76	S-06700	COMMUNITY GARDEN	PARKS & RECREATION			**$60 per plot for six months**	100%
77	S-07000	LIBRARY CARD REPLACEMENT	PARKS & RECREATION - Library			**$1 per card**	100%
78	S-07100	LOST/DAMAGED LIBRARY MATERIAL REPL	PARKS & RECREATION - Library			**Actual Replacement Costs plus $5 processing fee**	100%
79	S-07200	TEST PROCTORING	PARKS & RECREATION - Library			**$45 per test**	100%
80	S-07300	LIBRARY SELF-SERVE PRINTING	PARKS & RECREATION - Library			**Black & White - $0.15 per copy** **Color - $0.25 per copy**	100%
81	S-07400	LIBRARY COLLECTION RECOVERY	PARKS & RECREATION - Library			**Charge the current Black Gold costs.**	100%
ADMINISTRATION							
82	S-08025	MOBILE HOME-RENT ADJUSTMENT REVIEW	CITY ADMINISTRATION	$6,000		Actual Costs	100%
83	S-08200	RESEARCH SERVICE	VARIOUS			Actual Costs	100%
84	S-08320	DOCUMENT COPY SERVICE	VARIOUS			$0.25 per copy	20%
85	S-08410	ELECTRONIC FILE COPY	VARIOUS			$8 per device	100%
86	S-08425	DOCUMENT CERTIFICATION	CM-CITY CLERK			$10	100%
87	S-08426	LIFE CERTIFICATION	CM-CITY CLERK			$10	100%
88	S-08595	NSF CHECK PROCESSING	ADM.SVCS-FINANCE			$50	100%
89	S-08596	CREDIT CARD PROCESSING	ADM.SVCS-FINANCE			4.00%	100%
90	S-08600	CABLE TV STUDIO RENTAL	CITY ADMINISTRATION			Actual Costs	100%
91	S-08722	AGENDA MAILING SERVICE - ANNUAL	CM-CITY CLERK			$304 plus 27 S.A.S.E	100%
92	S-08724	MINUTES MAILING SERVICE - ANNUAL	CM-CITY CLERK			$304	100%
93	S-08734	FULL AGENDA PACKET MAILING - SINGLE	CM-CITY CLERK			$37	100%
94	S-08740	ELECTION CANDIDATE PROCESSING	CM-CITY CLERK		*	$25	10%
95	S-08741	LOCAL INITIATIVE PROCESSING	CM-CITY CLERK		*	$200	15%
96		BUSINESS LICENSE PROCESSING	ADM.SVCS-FINANCE			$21 - New and Renewals	100%
97		TRANSIENT TAX PROCESSING FEE	ADM.SVCS-FINANCE			$21 - Short Term Rentals $79 - Hotel or Motel	100%

Refer to Cost of Service Study for the City of Carpinteria September 2023 filed with City Clerk and available on City's Website under Administrative Services Department.

*Per elections code CPI index is not applicable to theses fees.

ATTACHMENT B

SUMMARY OF CHANGES

Master Fee Schedule (Adopted Reso. No 6386) Effective July 1, 2025 SERVICE	DEPOSIT	FEES EFFECTIVE JULY 1, 2024	FEES EFFECTIVE JULY 1, 2025	VARIANCE
COMMUNITY DEVELOPMENT				
SHORT-TERM RENTAL LICENSE		Initial Application - $328 Renewal - $20 plus $15 business license annually (includes $4 SB1186 fee)	Initial Application - $339 Renewal - $21 plus $15 business license annually (includes $4 SB1186 fee)	**$11 increase/ $1 increase**
TEMPORARY USE PERMIT - ADMIN		$746	$771	**$25 increase**
FENCE/SIGN PERMIT - ADMIN		$629	$650	**$21 increase**
PLAN DUPLIC. WRITTEN AUTHORIZATION		92 per plan plus mailing costs	$95 per plan plus mailing costs	**$3 increase**
APPEAL TO PLANNING COMMISSION		$1,279 per appeal (66% Subsidy)	$1,322 per appeal (66% Subsidy)	**$43 increase**
APPEAL TO CITY COUNCIL		$1,350 (68% Subsidy)	$1,396 (68% Subsidy)	**$46 increase**
ZONING LETTER		$538	$556	**$18 increase**
MINOR DEVELOPMENT PLAN/CONDITIONAL USE PERMIT REVISION	$2,500	Actual Costs	Actual Costs	**New**
PUBLIC WORKS				
SPECIAL ANNUAL UTILITY PERMIT ISSUE		$584	$604	**$20 increase**
R-O-W ENCROACHMENT-ARCHITECTURAL		$330	$341	**$11 increase**
R-O-W ENCROACHMENT-DUMPSTER		$112	$116	**$4 increase**
R-O-W ENCROACHMENT-TABLES/CHAIRS		$112 $112 - Renewal	$116 $116 - Renewal	**$4 increase**
R-O-W ENCROACHMENT-PARKLET		$442 $218 - Five Year Renewal	$457 $225 - Five Year Renewal	**$15 increase/ $7 increase**
R-O-W ENCROACHMENT-OTHER	Initial deposit determined by Public Works Director	$112 or Actual Costs	$116 or Actual Costs	**$4 increase**
WIDE/OVERSIZE LOAD REVIEW		State-Mandated Fee: $16 - single trip permit $91 - annual permit	State-Mandated Fee: $17 - single trip permit $94 - annual permit	**$1 increase/ $3 increase**
SPECIAL EVENT-APPLICATION REVIEW		Non-Profit Orgs. - $233 (76% Subsidy) Other - $964	Non-Profit Orgs. - $239 (76% Subsidy) Other - $997	**$6 increase Non-Profits/ $33 Other**
ELECTRIC VEHICLE CHARGING		Charging: Peak Hours (4pm-9pm) - $0.40 per KwH Off-Peak Hours - $0.25 per KwH Idle Fee (7:30am-9pm) - $5 per hour after a 10 minute grace period after fully charged ($30 maximum)	Charging: Peak Hours (4pm - 9pm) - $0.54 per KwH Off-Peak Hours (9pm -4pm) - $0.25 per KwH Idle Fee (9 am-8 pm) - $5 per hour after a 10 minute grace period after fully charged ($30 maximum)	**Rate Change and idle hours**

CITY OF CARPINTERIA
Master Fee Schedule (Adopted Reso. No 6386)
Effective July 1, 2025

SERVICE	DEPOSIT	FEES EFFECTIVE JULY 1, 2024	FEES EFFECTIVE JULY 1, 2025	VARIANCE
CODE COMPLIANCE				
ANIMAL KEEPING PERMIT		$518 $365 - Renewal	$536 $377 - Renewal	**$18 increase/ $12 increase**
BREEDER/KENNEL PERMIT		$518 $365 - Renewal	$536 $377 - Renewal	**$18 increase/ $12 increase**
BUSINESS LICENSE REVIEW		NEW BUSINESS: $20 - New Out-of-City Business and Existing Changed Owner Business $137 - New In-City Business, Moved Business, and Home Occupation, plus $195 for Building Inspection, if required RENEWAL - $20 Processing Fee (See No. 95)	NEW BUSINESS: $21 - New Out-of-City Business and Existing Changed Owner Business $142 - New In-City Business, Moved Business, and Home Occupation, plus $202 for Building Inspection, if required RENEWAL - $21 Processing Fee (See No. 95)	**$1 increase/ $5 increase/ $7 increase/ $1 increase**
LETTER OF CONVENIENCE/ABC		$2,071	$2,141	**$70 increase**
BUS. REGULATION - ADULT ORIENTED	$2,500	Actual Costs $482 - Renewal	Actual Costs $498 - Renewal	**$16 increase**
BUS. REGULATION - FILMING - TIER I		$487	$504	**$17 increase**
BUS. REGULATION - SOLICITOR/PEDDLER		$579 + Actual Costs $213 - Renewal	$599 + Actual Costs $220 - Renewal	**$20 increase/ $7 increase**
BUS. REGULATION - LIVE ENTERTAINMENT		$629 + Actual Costs $228 - Renewal	$650 + Actual Costs $236 - Renewal	**$21 increase/ $8 increase**
BUS. REGULATION - MASSAGE ESTABLISH	$1,500	Actual Costs $452 - Renewal	Actual Costs $467 - Renewal	**$15 increase**
BUS. REGULATION - MASSAGE THERAPIST		INITIAL PERMIT: $396 RENEWAL: $396	INITIAL PERMIT: $409 RENEWAL: $409	**$13 increase**
TOBACCO RETAILER PERMIT		$503 per permit: includes $375 County pass-through and $4 State Pass through	$507 per permit: includes $375 County pass-through and $4 State Pass through	**$4 increase**
MISC. BUSINESS BACKGROUND PERMIT	$1,500	Actual Costs $482 - Renewal	Actual Costs $498 - Renewal	**$16 increase**
ABANDONED VEHICLE REMOVAL		$360	$372	**$12 increase**
STRAY ANIMAL IMPOUND		$85 - 1st Release $130 - 2nd Release $220 - 3rd Release	$88 - 1st Release $134 - 2nd Release $227 - 3rd Release	**$3 increase/ $4 increase/ $7 increase**
DEAD ANIMAL PICK-UP		Large Animals (75 pounds or more) - $75 per animal Other Animals - $50 per animal	Large Animals (75 pounds or more) - $78 per animal Other Animals - $52 per animal	**$3 increase/ $2 increase**
IN-HOME ANIMAL QUARANTINE		$305	$315	**$ 10 increase**
FALSE BURGLARY ALARM RESPONSE		1st & 2nd Responses - $0 3rd Response - $152 4th and subsequent response in twelve month period - $305	1st & 2nd Responses - $0 3rd Response - $157 4th and subsequent response in twelve month period - $315	**$5 increase/ $10 increase**
VEHICLE INSPECTION		$46	$48	**$2 increase**
REQUESTED ACCIDENT INVESTIGATION		$173	$179	**$6 increase**
ADMINISTRATION				
AGENDA MAILING SERVICE - ANNUAL		$294 plus 26 S.A.S.E	$304 plus 27 S.A.S.E	**$10 increase/ $1 increase**
MINUTES MAILING SERVICE - ANNUAL		$294	$304	**$10 increase**
FULL AGENDA PACKET MAILING - SINGLE		$36	$37	**$1 increase**
LOCAL INITIATIVE PROCESSING		$203	$200	**$3 decrease**
BUSINESS LICENSE PROCESSING		$20 - New and Renewals	$21 - New and Renewals	**$1 increase**
TRANSIENT TAX PROCESSING FEE		$20 - Short Term Rentals $76 - Hotel or Motel	$21 - Short Term Rentals $79 - Hotel or Motel	**$1 increase/ $3 increase**

Agenda Section: Administrative Matters
Agenda Item No.: 11
Council Meeting Date: April 14, 2025

City of Carpinteria

COUNCIL AGENDA STAFF REPORT

ITEM FOR COUNCIL CONSIDERATION

Resolution No. 6383, Approving the Road Maintenance and Rehabilitation Account Fiscal Year 2025-26 Project List.

STAFF RECOMMENDATION

Adopt Resolution No. 6383, approving the Road Maintenance and Rehabilitation Account Fiscal Year 2025-26 Project List.

Sample Motion: I move to adopt Resolution No. 6383, as read by title only.

BACKGROUND

On April 28, 2017, the Governor signed Senate Bill (SB 1), which is known as the Road Repair and Accountability Act of 2017. SB 1 increased fuel excise taxes, diesel fuel sales taxes, and vehicle registration fees to address basic road maintenance, rehabilitation, and critical safety needs for state highways and local streets and roads.

On November 1, 2017, the State Controller (Controller) began depositing various portions of SB 1 funding into the Road Maintenance and Rehabilitation Account (RMRA). A percentage of the RMRA funding is apportioned by formula to eligible local agencies (e.g., cities and counties) pursuant to California Streets and Highways Code Section 2032(h). The Controller apportions RMRA funds on a monthly basis to eligible local agencies using a process and system similar to that of Highway Users Tax Account apportionments. RMRA funding is continuously apportioned and is not provided on a reimbursement basis.

SB 1 emphasizes the importance of accountability and transparency in the delivery of California's transportation programs. To be eligible for RMRA funding, local agencies must provide annual RMRA project reports to the California Transportation Commission (Commission). The Commission first receives the project lists, determines completeness and compliance with basic statutory requirements, and finally approves and submits a statewide list to the Controller for local agencies that are eligible to receive RMRA funding apportionments.

The purpose of this agenda matter is for the City Council to consider adopting Resolution No. 6383, granting approval of the Fiscal Year 2025-26 RMRA project list for submittal to the Commission.

DISCUSSION

RMRA funds must be used for road maintenance and rehabilitation, safety projects, railroad grade separations, traffic control devices, complete street components – including active transportation purposes such as pedestrian and bicycle safety projects, transit facilities, and drainage and stormwater capture projects. RMRA funds may also be used to satisfy a match requirement in order to obtain state and/or federal funds for projects. The key requirements for use of RMRA funds are as follows:

- A list of projects that are proposed to be funded with RMRA funds must be submitted to the Commission. All projects proposed to receive funding must be adopted by resolution by the local agency's governing body at a regular public meeting.
- For each fiscal year in which RMRA funds are received and expended, local agencies must submit to the Commission a report that details the expenditure of all RMRA funds.
- A local agency receiving an apportionment of RMRA funds is required to sustain a maintenance of effort (also known as MOE) by spending at least the annual average of its general fund expenditures for street, road, and highway purposes from the local agency's general fund.
- By July 1, 2025, local agencies receiving RMRA funds must follow guidelines developed by the California Workforce Development Board that address participation and investment in or partnership with new or existing pre-apprenticeship training programs. These programs focus on outreach to women, minority participants, underrepresented subgroups, formerly incarcerated individuals, and local residents to access training and employment opportunities.

Project List Submittal

The project list must include project descriptions including the general location of each project, estimated schedules of each project's completion, and estimated useful life of each project. Local agencies may include project information for future fiscal years but are expected to update the project list, as needed, every fiscal year prior to submittal to the Commission. Resolution No. 6383, as shown as Attachment A, shows the City's project list as Exhibit 1. The project list proposes to use the City's Fiscal Year 2025-26 RMRA funding allocation for two capital projects – namely the Carpinteria Avenue Bridge Replacement Project and 2023 Pavement Maintenance and Rehabilitation Project, respectively.

Local agencies must submit a project list and supporting documentation by July 1st of each year to the Commission. All materials must be submitted in electronic format by

using the Commission's online submittal tool. After reviewing submittals for completeness, the Commission reports to the Controller regarding the jurisdictions that are eligible to receive RMRA funding. Upon receipt of the list from the Commission, the Controller apportions funds to the local agencies that are included in the list. All project lists and support documentation, as submitted by the local agencies, will be posted on the Commission's website.

Project Expenditure Reporting and Auditing

For each fiscal year in which an apportionment of RMRA funds is received, and upon expenditure of funds, local agencies must submit documentation to the Commission detailing the expenditure of those funds and include a description and location of each completed project, the amount of funds expended on the project, the completion date, and the estimated useful life of the project. The project expenditure reporting process provides an opportunity for local agencies to report on the progress and expenditures associated with multi-year projects that are not yet complete. Local agencies must also submit a Completed and In-Progress Project Report by December 1st of each year to the Commission. The report must also be submitted in electronic format to the Commission.

Upon receipt of project expenditure reports, Commission staff reviews submittals to ensure completeness. All completed project expenditure reports, as submitted by the local agencies, will be posted to the Commission's website. The Commission analyzes the completed project expenditure reports and aggregates the project information to provide both statewide and local level summary information. This information is then posted to the Commission's website within a month of the program update being delivered at the Commission's meeting in January of each year and included in the Commission's Annual Report to the Legislature.

POLICY CONSIDERATIONS

The requirements for use of RMRA funds are codified in California Streets and Highways Code Sections 2034, 2036, 2037, and 2038.

FINANCIAL CONSIDERATIONS

The statewide fuel taxes imposed via SB1 are charged on a per gallon basis. The proceeds are affected by the volume of fuel sales rather than the price of fuel, which tends to be more volatile. Based on the California Department of Finance's statewide revenue projections for Fiscal Year 2025-26, the City is expecting to receive an estimated $344,778 of RMRA funds, which is an increase of 2.41% over the current fiscal year. The budgeting of RMRA expenditures will be a part of the City's budget process for Fiscal Year 2025-26.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

The recommendation is consistent with state law in order for the City to receive RMRA revenue allocations.

OPTIONS

The City Council could choose to:

1. Adopt Resolution No. 6383, approving the Road Maintenance and Rehabilitation Account Fiscal Year 2025-26 Project List. (Staff recommendation)

2. Amend the proposed project list as determined appropriate.

3. The City Council could choose to not approve the recommendation and direct staff as determined appropriate; however, without an adopted resolution and project list, the City would not receive RMRA funds in Fiscal Year 2025-26. This would represent a loss of revenue for pavement maintenance and rehabilitation projects.

PRINCIPAL PARTIES EXPECTED AT MEETING

There are no principal parties expected at the meeting.

ATTACHMENTS

Attachment A: Resolution No. 6383

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

Signature

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

Signature

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

Signature

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

Signature

ATTACHMENT A

Resolution No. 6383

RESOLUTION No. 6383

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2025-26 FUNDED BY SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and signed into law by the Governor in April 2017 in order to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of Carpinteria are aware of the projects proposed for funding in the City and which projects have been completed each fiscal year; and

WHEREAS, the City must adopt a list of all projects proposed to receive funding from the Road Maintenance and Rehabilitation Account (RMRA), which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the City will receive an estimated $344,778 in RMRA funding in Fiscal Year 2025-26 from SB 1; and

WHEREAS, this is the ninth year in which the City is receiving SB 1 funding and these funds enable the City to better maintain and rehabilitate public streets, roads and sidewalks, add active transportation infrastructure, and improve drainage infrastructure throughout the City; and

WHEREAS, the City Council has held a public meeting on April 14, 2025 to ensure public input is included in the process of determining priorities/projects for inclusion on the project list; and

WHEREAS, the City's system-wide Pavement Condition Index is currently a 57 "fair" and the City seeks to improve the overall quality of its roadway pavement system by delivering a greater frequency of pavement management projects; and

WHEREAS, the SB 1 project list and overall investment in City streets, roads and public parking infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide**.**

NOW, THEREFORE, BE IT RESOLVED as follows:

SECTION 1. The foregoing recitals are true and correct.

SECTION 2. The Fiscal Year 2025-26 list of projects planned to be funded with the Road Maintenance and Rehabilitation Account revenues is listed in the attached Exhibit 1.

SECTION 3. The City affirms the Road Maintenance and Rehabilitation apportionments received will be used towards the Fiscal Year 2025-26 list of projects shown in the attached Exhibit 1 and the associated Road Maintenance and Rehabilitation expenses will be reported on as required by statute and the California Transportation Commission's adopted program guidelines.

PASSED, APPROVED AND ADOPTED on April 14, 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 April 14, 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. 6383

SB 1 Project List to Utilize FY 2025-26 Road Maintenance and Rehabilitation Account Revenues					
Project Title	**Project Description**	**Project Location**	**Estimated Useful Life (years)**		**Estimated Project Schedule**
			Minimum	**Maximum**	
Carpinteria Ave Bridge Replacement	Bridge Replacement	Carpinteria Avenue Bridge over Carpinteria Creek.	20	50	October 2025 through October 2026
2023 Pavement Rehabilitation Project	Street Rehabilitation	Calle Rey Mar (from Arbol Verde Street to End) Concha Loma Drive (from Arbol Verde Street to Calle Ocho) Holly Avenue (from Sawyer Avenue to Carpinteria Avenue) Linden Avenue (from Railroad Tracks to South End) Malibu Drive (from Linden Avenue to West End) Sawyer Avenue (from Linden Avenue to Holly Avenue) Vallecito Court (from Vallecito Place to West End) Vallecito Road (from Vallecito Place to Via Real)	5	20	July 2025 through December 2025

Agenda Section: Public Hearing
Agenda Item No.: 12
Council Meeting Date: April 14, 2025

City of Carpinteria

COUNCIL AGENDA STAFF REPORT

ITEM FOR COUNCIL CONSIDERATION

Public Hearing at the request of the City of Carpinteria to:

1. Adopt modified Ordinance Nos. 788 and 789 on a revised second reading, making changes to Carpinteria Municipal Code, Title 14- Zoning, adding clarifying language to Chapter 14.04- General Provisions, Section 14.04.030 (Applicability), adding Chapter 14.19- RMU Residential/Mixed Use, and adding Chapter 14.51- Objective Design Standards;

2. Adopt Resolution No. 6379 , acknowledging receipt of, and accepting, the California Coastal Commission's conditional certification of LCP Amendment LCP-4-CPN-24-0066-1 with suggested modifications (Chapter 14.04- General Provisions, Section 14.04.030 (Applicability), Chapter 14.19- RMU Residential/Mixed Use, and Chapter 14.51- Objective Design Standards), and directing the City Manager to transmit this Resolution to the Coastal Commission Executive Director; and

3. 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 satisfies the environmental review requirements of CEQA. The City Council also finds that the Coastal Commission adopted a certified regulatory program containing the necessary environmental review for the Project (Public Resources Code Section 21080.5). Finally, the City Council finds that, notwithstanding the foregoing, the approval and adoption of Ordinance Nos. 788 and 789 are exempt from review under CEQA pursuant to Public Resources Code Section 21080.9, and CEQA Guidelines Section 15265.

STAFF RECOMMENDATION

Staff recommends City Council take the following actions:

1. Adopt modified Ordinance Nos. 788 and 789, as read by titles only;

2. Adopt Resolution No. 6379; and

3. 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. The City Council also finds that the Coastal Commission adopted a certified regulatory program containing the necessary environmental review for the Project (Public Resources Code Section 21080.5). Finally, the City Council finds that, notwithstanding the foregoing, the approval and adoption of Ordinance Nos. 788 and 789 are exempt from review under CEQA pursuant to Public Resources Code Section 21080.9, and CEQA Guidelines Section 15265.

Sample motion: I move to adopt modified Ordinance Nos. 788 and 789, as read by titles only, adopt Resolution No. 6379, as read by title only, and find 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. The City Council also finds that the Coastal Commission adopted a certified regulatory program containing the necessary environmental review for the Project (Public Resources Code Section 21080.5). Finally, the City Council finds that, notwithstanding the foregoing, the approval and adoption of Ordinance Nos. 788 and 789 are exempt from review under CEQA pursuant to Public Resources Code Section 21080.9, and CEQA Guidelines Section 15265.

BACKGROUND

On January 22, 2024, the City Council adopted the current Housing Element[1], which outlines how the Regional Housing Needs Assessment (RHNA) allocation can be achieved during this housing cycle through a variety of methods (e.g., pending project applications, underutilized sites, accessory dwelling units, and rezoning of candidate opportunity sites).

Although the City submitted a substantially-compliant Housing Element to the California Department of Housing and Community Development (HCD) on January 23, 2024, the State was not able to certify it at that time. In a response letter, HCD directed the City to rezone sufficient candidate opportunity sites as outlined in Program 1 (Adequate Sites to Accommodate Regional Housing Needs) to meet the RHNA shortfall and then resubmit the Element for certification.[2]

At a City Council hearing on May 28, 2024 (Item 12)[3], City staff outlined a phased approach to implementing Program 1.

[1] Available here: https://carpinteriaca.gov/city-hall/community-development/planning/housing-element-update/
[2] HCD Letter dated March 21, 2024: https://carpinteriaca.gov/wp-content/uploads/2024/09/sbb-carpinteria-adopted-out-032124.pdf
[3] Available here: https://carpinteria.granicus.com/player/clip/1449?view_id=2&redirect=true

On November 4, 2024[4], the Planning Commission reviewed the "Phase 1" draft Zoning Amendments that would implement Program 1 of the Housing Element and made a recommendation for approval to the City Council.

On November 25, 2024[5], the City Council conducted the first reading of the Phase 1 Zoning Amendments (Ordinance Nos. 788, 789, 790, and 791) and directed staff to remove one of the candidate rezone sites (Site 5) that had been recommended by the Planning Commission.

On December 9, 2024, the City Council conducted the second reading of Ordinance Nos. 788, 789, 790, and 791 and adopted Resolution No. 6350 directing staff to submit the adopted ordinances to the California Coastal Commission (CCC) as a Local Coastal Program Amendment (LCPA); and to the HCD for Housing Element certification.

On December 12, 2024, City staff submitted the Housing Element Program 1 implementation documents (Ordinance Nos. 788, 789, 790, and 791) to HCD for certification.

On December 19, 2024, City staff submitted the LCPA (Ordinance Nos. 788, 789, 790, and 791) to the CCC for certification. The amendment proposal was deemed complete and filed as LCP-4-CPN-24-0066-1 on January 15, 2025.

On January 30, 2025[6], the HCD found that the Zoning Amendments were in substantial compliance with State housing laws and certified the City's Housing Element.

On March 14, 2025, the CCC conditionally certified (per Item 8a of the March 14, 2025 CCC hearing) the City's LCPA with minor modifications to Ordinance Nos. 788 and 789. Subsequently, the CCC provided the City with an "Action Letter" (Attachment E) describing the suggested modifications—which staff believe are minor, non-substantive clarifications to the Ordinances—and outlining the required next steps needed to acknowledge and accept the CCC's actions. As described therein, and further described below, the City must act on the CCC's modifications to Ordinance Nos. 788 and 789 before the LCPA is finalized and the Zoning Amendments can go into effect.

Ordinance Nos. 790 and 791 (rezoning certain properties to the new RMU zone district) were certified by the CCC as submitted without any modifications and are now considered final.

The purpose of this report is to request City Council adoption of modified Ordinance Nos. 788 and 789 (Attachments A and B), which revise Title 14 of the Carpinteria Municipal Code to add clarifying language to Chapter 14.04 (General Provisions), establish Chapter 14.19 (RMU Residential/Mixed Use), and establish Chapter 14.51 (Objective Design

[4] Available here: https://carpinteria.granicus.com/player/clip/1535?view_id=2&redirect=true
[5] Available here (Item 13): https://carpinteria.granicus.com/player/clip/1544?view_id=2&redirect=true
[6] Available here: https://carpinteriaca.gov/wp-content/uploads/2025/01/HCD-Housing-Element-compliance-letter.pdf

Standards). The report also seeks adoption of Resolution No. 6379 (Attachment C), which acknowledges and accepts the California Coastal Commission's conditional certification of the related Local Coastal Program Amendment (LCP-4-CPN-24-0066-1), and directs transmittal of this action to the Coastal Commission Executive Director. Finally, the report documents the City's determination that the environmental review requirements of the California Environmental Quality Act (CEQA) are satisfied through the previously certified 2003 Program EIR and Addendum (Attachment D), and that the proposed actions are either covered by that review or exempt from additional CEQA analysis. Attachment F provides the Notice of Exemption for CEQA review.

DISCUSSION

Adopted Ordinance Nos. 788 and 789

Provided here is a description of Ordinance Nos. 788 and 789 as adopted by City Council on December 9, 2024, and submitted to the CCC on December 19, 2024 for LCPA review and certification:

Ordinance 788 - Residential / Mixed Use Zoning District

This ordinance sets forth a new Residential / Mixed Use ("RMU") zone district. The RMU zone would be applied to select properties in the General Commercial ("GC") or the Research & Development Industrial ("RDI") land use categories described in the City's General Plan/Coastal Land Use Plan ("GP/CLUP"). Under the new RMU zone district, future development or re-development would be required to include multi-family housing and may be residential-only or mixed-use. Permitted uses would include:

- Multifamily residential development and mixed uses at a density of 20 (minimum) to 25 (maximum) dwelling units per acre;
- Parking and accessory uses (e.g., storage, laundry facilities, private open space, public open space, bike racks, etc.);
- For sites in the GC Land Use Category: the option to have commercial uses, except for sites fronting on Linden and Carpinteria Avenues within the downtown "T" (based on Community Design Element Subarea 2a) which must include a commercial use on the ground floor fronting the avenue;
- For sites in the RDI Land Use Category: the option to have offices and/or research, development, and laboratory uses.

The RMU zone would allow for ministerial (use by right) permitting if at least 20 percent of the residential units proposed are designated for lower-income households. It also includes its own set of unique development standards which establish allowed density, setbacks, building coverage, building height, etc.

Ordinance No. 789 - Objective Design Standards

Ordinance No. 789 sets forth new Objective Design Standards ("ODS") that would apply to development projects in the RMU zone. The ODS are organized into sections by design topic. Importantly, language in the section "Building Form, Massing, and Articulation" describes the general shape a building must take, including variation on building facades and rooflines, floor height, and step backs, and reduced massing for upper floors. The section "Site Design" describes how different areas and elements of a development (e.g., siting of commercial in mixed-use developments, driveways, pedestrian pathways, loading areas, etc.) connect to or are buffered from one another. The remaining sections address additional components like placement of building entrances, landscaping, bicycle parking, and allowed exterior materials.

Proposed Modifications to Ordinance Nos. 788 and 789

CCC Proposed Modifications

The CCC considered the City's Zoning Amendments / LCPA on March 14, 2025. As stated in Coastal Commission Action Letter dated March 19, 2025 (Attachment E.1), and Resolution of Certification dated March 14, 2025 (Attachment E.2), the CCC found that the LCPA, if modified as suggested, conforms with, and is adequate to carry out, the provisions of the certified Land Use Plan. Attachment E provides the three modifications as suggested by the CCC; which City staff has incorporated into revised Ordinance Nos. 788 and 789, in consultation with Coastal Commission staff, as shown in ~~strikeout~~/underline text provided in Attachments A and B, and as shown here:

Modifications to Ordinance No. 788

Chapter 14.19 – RMU Residential / Mixed Use District, Section 14.19.030 – Processing.

D. Once a final decision of approval, conditional approval (if applicable), or denial is issued by the Planning Director or Planning Commission, as applicable, the notice of final action shall be provided within ~~five working~~ seven calendar days to the Executive Director of the Coastal Commission and to any interested parties who requested notice in writing.

Modifications to Ordinance No. 789

Chapter 14.04 – General Provisions, Section 14.04.030 – Applicability.

The provisions of this title shall apply to all development in the city with the exception of the following:

a. Any development for which the city's regulation of the same is preempted or precluded by any valid state or federal law, rule or regulation and then only to the extent of such preemption or preclusion;

b. Any regulation or provision contained in this title preempted or precluded by any valid state or federal law, rules or regulation and then only to the extent of such preemption or preclusion.

Where compliance with only the objective standards of this Local Coastal Program is required under state housing law for a proposed residential or mixed-use development and where an applicable coastal resource protection policy or provision of this Local Coastal Program contains objective and subjective components, the objective portion(s) shall apply such that adverse impacts to coastal resources shall be avoided. Within five years of [DATE OF ORDINANCE EFFECTIVE DATE], the City will apply for a Local Coastal Program amendment to incorporate coastal resource protection and hazard minimization development standards that are objective standards to ensure that qualifying projects subject to only the objective standards of this Local Coastal Program under state housing laws are consistent with the Coastal Act. The Local Coastal Program amendment to incorporate such standards shall be developed in coordination with Coastal Commission staff. Nothing in this paragraph, including, without limitation, the five-year deadline to apply for a Local Coastal Program amendment, shall provide rights to third parties or the public to challenge the City's Local Coastal Program.

Chapter 14.51 – Objective Design Standards, Section 14.51.020 – Applicability.

A. The provisions of this Chapter shall apply to:
   1. Any residential or mixed-use development in the Residential/Mixed Use (RMU) 20/25 Zone District;
   2. Any residential development subject to a streamlined, ministerial approval process pursuant to California Government Code Sections 65913.4, 65852.24, and 65912.100-140; and
   3. Any development that constitutes a "housing development project" under California Government Code Section 65589.5 (Housing Accountability Act) that is inconsistent with the City's general plan land use designation and zoning ordinance, or meets the criteria in Government Code Section 65589.5, subdivision (h)(11).
B. In the case of conflict between this Chapter and other regulations of Title 14 – Zoning, the objective standards established by this Chapter shall prevail~~.~~, except as outlined in Section 14.51.020(C).
C. All residential and mixed-use development subject to this Chapter shall comply with the objective design standards of this Chapter as well as all other applicable objective standards and policies, and all applicable policies and provisions of the Local Coastal Program.
   1. Exception. Applicants may request concessions, incentives, or waivers of development standards pursuant to Chapter 14.77 (Density Bonus Program).
   2. Conflicting Standards. If there is any conflict between the objective standards set forth in this Chapter and any existing City or State objective standards, the more restrictive objective standards shall apply.

3. Coastal Resource Protection. Where compliance with only the objective standards of this Local Coastal Program is required under state housing law for a proposed residential or mixed-use development and where an applicable coastal resource protection policy or provision of this Local Coastal Program contains objective and subjective components, the objective portion(s) shall apply such that adverse impacts to coastal resources shall be avoided.

Analysis of Suggested Modifications and Next Steps

Analysis of CCC Suggested Modifications

Prior to the March 14, 2025 hearing held by the CCC, their staff reached out to the City and worked with Community Development Department staff on the proposed modifications language. City staff concluded that the modifications to Ordinance Nos. 788 and 789, as suggested by the CCC and revised with input from City staff, are reasonable and minor in nature. Further, staff has determined that these modifications to the Ordinances would not trigger any rehearing by the Planning Commission or rehearing of the first reading by City Council due to their minor, non-substantive nature concerning procedural steps and acknowledgement of applicability of other existing portions of the City's certified LCP.

Final Adoption of Ordinances

The CCC's final acceptance and approval of Ordinance Nos. 788 and 789 is contingent upon completion of several steps as summarized below. Once completed, these ordinances will become effective.

a) Within six months of the CCC's certification, the City must (1) acknowledge receipt of the CCC's resolution of certification, including any modifications suggested for final certification; (2) accept and agree to any such modifications; and (3) agree to issue Coastal Development Permits for the total area included in the certified Local Coastal Program;

b) The Executive Director of the CCC must determine in writing that the City's action and notification procedures are legally adequate to satisfy the specific requirements of the CCC's certification order;

c) The Executive Director reports that determination to the CCC and the Commission does not object to the Executive Director's determination; and

d) Notice of the certification is filed with the Secretary of the California Natural Resources Agency for posting and inspection.

Approval on revised second reading of Ordinance Nos. 788 and 789 (Attachments A and B) and adoption of Resolution No. 6379 (Attachment C) addresses the required determinations and actions identified in item (a) above, and authorizes transmittal of the

Resolution to the CCC's Executive Director, which will conclude the City's part of the LCP Amendment certification process that remains.

Ordinance Nos. 788 and 789 will become effective upon completion of all applicable, required actions above and notice of Ordinance Nos. 788 and 789 is provided in accordance with the Government Code.

Adopted Ordinance Nos. 790 and 791

The CCC's certification of the City's LCPA did not include any modifications to Ordinances Nos. 790 and 791; therefore, no further action is required by the City Council to finalize adoption of these Ordinances. Ordinance Nos. 790 and 791 will become effective upon provision of notice in accordance with the Government Code.

POLICY CONSISTENCY

The Coastal Commission has determined that Ordinance Nos. 790 and 791 are consistent with the City's certified LCP, and that with incorporation of their suggested modifications, Ordinance Nos. 788 and 789 would also be consistent with the City's certified LCP.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

Ordinances Nos. 788 and 789 are integral to implementing Program 1 (Adequate Sites to Accommodate Regional Housing Needs) of the City's Housing Element. The City must continue to show that it is implementing Program 1, and thus effectuating the Zoning Amendments, in order to stay in compliance with State laws and maintain a certified Housing Element with HCD. If the Housing Element falls out of compliance: (1) the City may have limited access to State funding, and (2) developers and advocates may have grounds to sue the City for not being compliant with State law.

The City Attorney's Office assisted in the preparation of this staff report and will be available to answer questions at the meeting.

FINANCIAL CONSIDERATIONS

Staff time necessary to complete the ordinance modifications and adoption work is paid for from the City's General Fund and Measure X Program, and has been budgeted for in the current FY2024-25 adopted Budget as part of the Community Development Department's Advance Planning program work.

OPTIONS

1. Adopt modified Ordinance Nos. 788 and 789 on revised second reading, approve Resolution No. 6379, and find 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. The City Council also finds that the Coastal Commission adopted a certified regulatory program containing the necessary environmental review for the Project (Public Resources Code Section 21080.5). Finally, the City Council finds that, notwithstanding the foregoing, the approval and adoption of Ordinance Nos. 788 and 789 are exempt from review under CEQA pursuant to Public Resources Code Section 21080.9 and, CEQA Guidelines Section 15265. (*Staff recommendation*)

2. Direct staff to further modify the Ordinances. Significant modifications should be redirected to the Planning Commission for further consideration.

3. Reject Ordinance Nos. 788 and 789 and Resolution 6379.

ATTACHMENTS

Attachment A Revised Ordinance 788, adding Chapter 14.19 of the Carpinteria Municipal Code to include a new Residential / Mixed Use (RMU) Zoning District.

Attachment B Revised Ordinance 789, adding clarifying language to Chapter 14.04, Section 14.04.030 (Applicability), and adding Chapter 14.51 of the Carpinteria Municipal Code to include new Objective Design Standards.

Attachment C Resolution No. 6379 with Exhibit I (Findings)

Attachment D 2003 GP/CLUP EIR and Draft CEQA Addendum thereto.

Attachment E 1. CCC Action Letter dated March 19, 2025
2. CCC Resolution dated March 14, 2025

Attachment F Draft Notice of Exemption

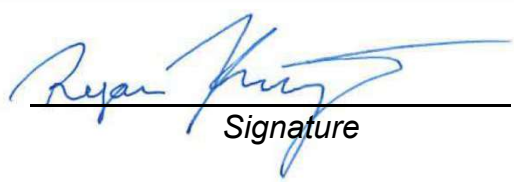
Staff Contact: Mindy Fogg, Principal Planner
Community Development Department
(805) 755-4408 / mindyf@carpinteriaca.gov

Signature

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

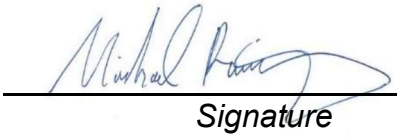
Signature

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



Signature

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



Signature

ATTACHMENT A

ORDINANCE NO. 788
(REVISED)

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA, CALIFORNIA, 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

WHEREAS, the City of Carpinteria ("City") is required to implement the Housing Element of the General Plan for the 2023-2031 planning period pursuant to State Housing Element Law (Gov. Code § 65580 et seq.); and

WHEREAS, the Carpinteria City Council first adopted the City's 2023-2031 Housing Element ("Housing Element") on April 10, 2023, and directed staff to submit it to the State Department of Housing and Community Development ("HCD") for certification; and

WHEREAS, on June 12, 2023, the City was notified by HCD that additional revisions to the Housing Element would be necessary to fully comply with the State Housing Element Law; and

WHEREAS, City staff made the necessary revisions to the Housing Element and held the required public comment period for the revised Housing Element from November 6 through November 13, 2023; and

WHEREAS, on November 14, 2023, the City submitted the revised Housing Element to HCD for consistency review with State Housing Element Law; and

WHEREAS, on January 8, 2024, the City received a letter from HCD stating that the revised Housing Element substantially complies with State Housing Element Law and, therefore, should be adopted and submitted to HCD for certification; and

WHEREAS, on January 22, 2024, the City Council adopted the revised 2023-2031 Housing Element and directed staff to submit it to HCD for certification; and

WHEREAS, on January 23, 2024, City staff resubmitted the revised Housing Element to HCD for certification; and

WHEREAS, on March 21, 2024, the City received a response letter from HCD stating that the submitted Housing Element meets most of the statutory requirements of State Housing Element Law; however, HCD could not find it in substantial compliance with State law until the City implements Program 1- Adequate Sites to Accommodate Regional Housing Needs, completing the necessary rezones to address the City's housing capacity shortfall pursuant to the Regional Housing Needs Assessment ("RHNA"); and

WHEREAS, recent California case law has determined that a city may not rely on a residential zoning overlay to satisfy the requirements of Housing Element law

(*Martinez v. City of Clovis* (2023) 90 Cal.App.5th 193), and therefore City staff determined that a new zone district would be necessary to accommodate the RHNA allocation and fulfill the City's obligations under Program 1 of the Housing Element; and

WHEREAS, on May 28, 2024, City staff provided the City Council with a status report on implementation of Program 1, noting the zoning and development standard changes that would need to be applied pursuant to State Housing Element law (Gov. Code §65583.2) and Program 1; and

WHEREAS, City staff have prepared an Addendum to the 2003 General Plan/Coastal Land Use Plan ("GP/CLUP") Program Environmental Impact Report ("PEIR") for this zoning amendment ("Addendum"), as some changes and additions were necessary but none of the conditions described in California Environmental Quality Act ("CEQA") Guidelines Sections 15162 or 15163 calling for the preparation of a subsequent or supplemental Environmental Impact Report have occurred; and

WHEREAS, on November 4, 2024, at a duly noticed public hearing of the Planning Commission, City staff presented the Commission with proposed language for this Ordinance, in addition to proposed language for related ordinances (now Ordinance Nos. 789, 790, and 791), for the purpose of implementing Program 1, and at this meeting, after hearing public comment, the Planning Commission provided a recommendation to the City Council to approve the ordinances with specified changes, including naming the new zone district proposed by this Ordinance "Residential/Mixed Use" ("RMU"), and to determine that the provided Addendum is the appropriate review document for this Ordinance pursuant to CEQA; and

WHEREAS, on November 25, 2024, at a duly noticed public hearing of the City Council, this Ordinance, alongside the three related ordinances and Addendum, was introduced on a first reading, and the Council moved to approve this Ordinance on a 4-0-0-1 (Clark absent) vote; and

WHEREAS, this proposed amendment to Title 14 - Zoning is consistent with the adopted 2003 GP/CLUP and the requirements of State Planning and Zoning Law, including, but not limited to, State Housing Element Law; and

WHEREAS, the City Council finds that the RMU zone district, in combination with the proposed Objective Design Standards and sites selected for rezoning to the RMU zone district, satisfies the requirements of State Housing Element Law and Housing Element Program 1, and aims to incentivize the development of deed-restricted affordable housing in Carpinteria;

WHEREAS, on December 9, 2024, at a public hearing of the City Council, this Ordinance, alongside the three related ordinances, was approved on a second reading on a 5-0-0-0 vote; and

WHEREAS, the City of Carpinteria submitted Local Coastal Plan Amendment No. LCP-4-CPN-24-0066-1 to the California Coastal Commission on December 20, 2024 to amend the City's certified Local Coastal Program to reflect the adoption of Ordinance

No. 788 alongside the three related ordinances. The amendment proposal was deemed complete and filed on January 15, 2025; and

WHEREAS, on March 14, 2025, the California Coastal Commission took action to conditionally certify the City's proposed LCP Amendment with suggested modifications; and

WHEREAS, on April 14, 2025, Ordinance No. 788, as amended by the California Coastal Commission, was considered on a revised second reading at a regular, duly noticed meeting of the City Council;

NOW THEREFORE, the City Council of the City of Carpinteria does ordain as follows:

SECTION 1. Incorporation of Recitals.

The above recitals are true and correct and are incorporated herein, and are each relied upon independently by the City Council for its adoption of this Ordinance.

SECTION 2. Addition of Chapter 14.19 to Title 14.

Chapter 14.19 – RMU Residential/Mixed Use, is added to Title 14 – Zoning of the Carpinteria Municipal code and shall read as follows:

CHAPTER 14.19 – RMU RESIDENTIAL/MIXED USE

14.19.010 – Purpose and Intent.

The purpose of the RMU district is to provide areas of the City for higher density residential-only and mixed-use (commercial and residential) development, particularly as infill development, to increase the availability of workforce housing while maintaining commercial opportunities in the City's downtown. The intent of this district is to:

A. Help the City provide adequate sites to satisfy its Regional Housing Needs Allocation;
B. Provide opportunities for lower-income, special-needs, and workforce housing;
C. Cultivate pedestrian- and alternative transportation-friendly neighborhoods where residences are nearby to business, service, and employment locations; and
D. Encourage infill development in the City's downtown that preserves and enhances the City's "beach town" character.

14.19.020 – Processing Accessory Dwelling Units and Junior Accessory Dwelling Units.

The following processes shall govern development of such units in the RMU district, in accordance with Chapter 14.72 (Accessory dwelling units and junior accessory dwelling units):

A. Accessory dwelling units and junior accessory dwelling units shall be permitted in the RMU district.
B. Accessory dwelling units, outside the coastal zone appeals jurisdiction, shall be subject to approval of an administrative coastal development permit.
C. Accessory dwelling units, within the coastal zone appeals jurisdiction, shall be subject to approval of an administrative coastal development permit, appealable to the California Coastal Commission as provided in Chapter 14.78 (Appeals).
D. Junior accessory dwelling units shall be subject to issuance of a building permit.

14.19.030 – Processing.

A. Uses identified in Section 14.19.040 shall be allowed as a use by right subject to the issuance of an administrative coastal development permit. For the purposes of this section, "use by right" means the City's review shall not require a development plan, conditional use permit, environmental review under the California Environmental Quality Act, or other discretionary review or approval in accordance with Government Code Section 65583.2(i) and Government Code Section 65589.5(f) for multifamily residential housing. Any subdivision of a site shall be subject to all laws, including, but not limited to, Title 16 – Subdivisions, implementing the Subdivision Map Act. The City shall process an administrative coastal development permit for a use by right as follows:
    1. The Planning Director shall approve or deny administrative coastal development permits.
    2. No public hearing shall be required.
    3. Public notice shall be required in accordance with Chapter 14.76.
    4. Pursuant to Section 30603 of the Coastal Act, within California Coastal Commission's coastal appeals area, the Planning Director's decision to approve an administrative coastal development permit in the RMU zone district may be appealed to the Coastal Commission within ten working days. Proposed development in the RMU zone district that is located outside of the coastal zone appealable area is not appealable to the Coastal Commission.
    5. An applicant may request non-binding conceptual review by the Architectural Review Board to improve project design.
B. For all uses conditionally permitted pursuant to Section 14.19.060, a conditional use permit shall be submitted, processed, and approved as provided in Chapter 14.62.
C. For all other permitted uses pursuant to Section 14.19.050, prior to the issuance of a coastal development permit, a development plan shall be submitted, processed, and approved as provided in Chapter 14.68, with the exception that Architectural Review Board and Planning Commission review shall be limited to analysis of the project's compliance with Chapter 14.51, Objective Design Standards, and the regulations of this Chapter.
D. Once a final decision of approval, conditional approval (if applicable), or denial is issued by the Planning Director or Planning Commission, as applicable, the notice of final action shall be provided within ~~five working~~ seven calendar days to

the Executive Director of the Coastal Commission and to any interested parties who requested notice in writing.

14.19.040 – Uses permitted by right.

A. The following uses shall be allowed as a use by right in the RMU district:
    1. Mixed-use commercial and multifamily residential developments, subject to the provisions of Sections 14.19.070 through 14.19.100, that provide a minimum of 20 percent of deed-restricted residential units for lower-income households;
    2. Multifamily residential-only developments, subject to the provisions of Sections 14.19.070 through 14.19.100, that provide a minimum of 20 percent of deed-restricted units for lower-income households;
    3. Public parks, playgrounds, and open space areas provided as part of a mixed-use or multifamily residential development;
    4. Low barrier navigation centers, as defined in Government Code Section 65660 and subject to the provisions of Government Code Section 65662;
    5. Supportive housing developments, as defined by Health and Safety Code Section 50675.2 and subject to the provisions of Government Code Section 65651;
    6. Transitional housing developments, as defined by Health and Safety Code Section 50675.2;
    7. Home occupations, as provided in Section 14.50.030;
    8. Accessory uses and structures incidental to permitted residential uses, including laundry and storage rooms; garages, carports, and parking lots; bus stop shelters; multifamily residence mailboxes; and bike racks;
    9. Accessory uses and structures incidental to commercial portions of mixed-use developments, including storage rooms, garbage enclosures, and loading zones; and
    10. Personal use cannabis cultivation, as provided in Chapter 14.59.
B. For the purpose of this Chapter, "lower-income" means a household that earns 80 percent or below of the area median income applicable to Santa Barbara County, adjusted for family size as published and annually updated by the United States Department of Housing and Urban Development.
C. For the purpose of this Section, permitted commercial uses for commercial portions of mixed-use developments shall be as follows:
    1. For parcels with a Research Development Industrial (RDI) land use designation, as listed in Section 14.26.030.
    2. For parcels with a General Commercial (GC) land use designation, as listed in Section 14.20.030.

14.19.050 – Uses permitted subject to development plan approval.
Mixed-use commercial and multifamily residential developments that do not meet the affordability requirements of Section 14.19.040(A)(1) and multifamily residential-only developments that do not meet the affordability requirement to Section 14.19.040(A)(2) shall require approval of a development plan in accordance with Section 14.19.030(C).

Uses subject to development plan approval shall comply with the provisions of Sections 14.19.070 through 14.19.100 and all applicable provisions of the Title 14 of the City's Code.

14.19.060 – Uses permitted subject to conditional use permit.

A. Permitted uses subject to a conditional use permit in the RMU district shall be as follows:
    1. As provided in Chapter 14.62;
    2. For parcels with a Research Development Industrial (RDI) land use designation, as listed in Section 14.26.040; or
    3. For parcels with a General Commercial (GC) land use designation, as listed in Section 14.20.040.
B. Such conditional uses shall not prevent the development from meeting the standards in Sections 14.19.070 through 14.19.100, inclusive.
C. Projects proposing such conditional uses shall also incorporate multifamily residential use. In addition to the findings in Section 14.62.040(8), the following finding must also be made:
    1. The proposed use will not be detrimental to the health, safety, and general welfare of the residential use also proposed by the project.

14.19.070 – Objective design standards.

Projects shall be designed pursuant to the design standards in Chapter 14.51.

14.19.080 – Density.

The number of dwelling units per gross acre shall be a minimum of 20 and maximum of 25, unless otherwise allowed by applicable State housing law or Title 14 of the City's Code.

14.19.090 – Development standards.

The following development standards shall apply:

A. Affordability. Projects qualifying for an administrative coastal development permit pursuant to Section 14.19.030 shall record a restrictive covenant that ensures the continued affordability of all acutely low-, extremely low-, very low-, low-, and moderate-income rental units for 55 years and all acutely low-, extremely low-, very low-, low-, and moderate-income for-sale units for 45 years, unless a different affordability term is required by low-income tax credit regulations or other applicable law.
B. Setbacks. All structures shall be located pursuant to the following setbacks:
    1. No less than five feet from the property line or 25 feet from the street centerline, whichever is greater.
    2. For sites with frontage on Via Real, no less than 15 feet from the property line abutting Via Real, and 5 feet from all other property lines.

C. Distance between buildings. The distance between two adjacent buildings shall be no less than 10 feet.
D. Building coverage. Not more than 75 percent of the net area of the property shall be covered with any portion of a building.
E. Building height. No building or structure shall exceed a height of 35 feet.
F. Parking. Unless modified by State law, minimum parking requirements shall be as follows:
    1. Visitor, guest, and employee parking: one space per five units.
    2. Parking for units affordable to lower-income households:
        a. Studio and one-bedroom units: one parking space per unit.
        b. Two-bedroom or larger units: 1.5 parking spaces per unit.
        c. Four-bedroom or larger units: 2.5 parking spaces per unit.
    3. Parking for all other units:
        a. Studio and one-bedroom units: one parking space per unit.
        b. Two-bedroom units or larger: two parking spaces per unit.
        c. Four-bedroom or larger units: 2.5 parking spaces per unit.
    4. Parking for commercial uses shall be as provided in Section 14.54.040.
G. Open space. At least 20 percent of the net area of the property shall be used for common and/or public open space. A maximum of 50 percent of the required open space may be provided on rooftops or decks above ground level.
H. Fences, walls, and plantings. Fences, walls, and plantings providing a solid screen (i.e., at least 90 percent opacity when viewed from the public right of way) that are located in a front yard setback shall not exceed a height of four feet.
I. For mixed-use developments, at least 80 percent of the ground floor frontage facing the primary street shall be designated for commercial uses and at least 50 percent of the gross floor area shall be designated for residential use. For the purposes of this section, a leasing or property management office for a residential development on the same site shall be considered a commercial use.

14.19.100 – Development standards— specific sites.

The following development standards shall apply to specified sites, in addition to the development standards in Section 14.19.090:

A. Sites with frontage on Linden Avenue or Carpinteria Avenue within Community Design Element Subarea 2a shall be limited to mixed-use (commercial and residential) development.
B. For sites with frontage on Linden Avenue or Carpinteria Avenue, 50 percent of the residential units shall be a mix of studios and one-bedroom units.

14.19.110 – Noticing requirements.

Noticing shall be conducted pursuant to Chapter 14.76, with the exception that no public hearing shall occur or be noticed for projects qualifying as a use by right pursuant to Section 14.19.040.

SECTION 3. Severability.
This Ordinance and the various sections, provisions, sentences, maps, clauses, and words (collectively, "provisions") thereof are severable. Should any provisions of this Ordinance be declared by a court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the remaining provisions of the Ordinance. The City Council hereby declared that it would have passed and adopted this Ordinance, and each and every provision hereof, irrespective of the fact that one or more provisions may be declared invalid.

SECTION 4. CEQA Review.
The City Council finds 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 this Ordinance, and that the addendum to the certified 2003 Coastal Land Use Plan/General Plan EIR prepared for this Ordinance satisfies the environmental review requirements of CEQA. The City Council also finds that the Coastal Commission adopted a certified regulatory program containing the necessary environmental review for the Project (Public Resources Code Section 21080.5). Finally, the City Council finds that, notwithstanding the foregoing, the approval and adoption of Ordinance No. 788 is exempt from review under CEQA pursuant to Public Resources Code Section 21080.9, and CEQA Guidelines Section 15265.

SECTION 5. Effective Date.
This Ordinance shall take effect upon completion of all applicable, required actions in Section 13544(c) of Title 14 of the California Code of Regulations; and before the expiration of 15 days after its adoption, Ordinance No. 788, or a summary of it, shall be published once, together with the names of the members of the City Council voting for and against the same in a newspaper of general circulation published in the County of Santa Barbara.

PASSED, APPROVED AND ADOPTED this 14th day of April, 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 Ordinance was duly and regularly introduced and adopted at a regular meeting of the City Council of the City of Carpinteria held April 14, 2025.

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

APPROVED AS TO FORM:

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

ATTACHMENT B

ORDINANCE NO. 789
(REVISED)

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA, CALIFORNIA, AMENDING CHAPTER 14.04 - GENERAL PROVISIONS, SECTION 14.04.030 - APPLICABILITY, AND 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

WHEREAS, the City of Carpinteria ("City") is required to implement the Housing Element of the General Plan for the 2023-2031 planning period pursuant to State Housing Element Law (Gov. Code § 65580 et seq.); and

WHEREAS, the City of Carpinteria City Council first adopted the City's 2023-2031 Housing Element ("Housing Element") on April 10, 2023, and directed staff to submit it to the State Department of Housing and Community Development ("HCD") for certification; and

WHEREAS, on June 12, 2023, the City was notified by HCD that additional revisions to the Housing Element would be necessary to fully comply with the State Housing Element Law; and

WHEREAS, City staff made the necessary revisions to the Housing Element and held the required public comment period for the revised Housing Element from November 6 through November 13, 2023; and

WHEREAS, on November 14, 2023, the City submitted the revised Housing Element to HCD for consistency review with State Housing Element Law; and

WHEREAS, on January 8, 2024, the City received a letter from HCD stating that the revised Housing Element substantially complies with State Housing Element Law and, therefore, should be adopted and submitted to HCD for certification; and

WHEREAS, on January 22, 2024, the City Council adopted the revised 2023-2031 Housing Element and directed staff to submit it to HCD for certification; and

WHEREAS, on January 23, 2024, City staff resubmitted the revised Housing Element to HCD for certification; and

WHEREAS, on March 21, 2024, the City received a response letter from HCD stating that the submitted Housing Element meets most of the statutory requirements of State Housing Element Law; however, HCD could not find it in substantial compliance with State law until the City completes necessary rezones to address the shortfall of sites to accommodate the City's Regional Housing Needs Allocation ("RHNA"); and

WHEREAS, projects seeking approval under the allowances of the Housing Accountability Act (Gov. Code §65589.5) and Senate Bill 423 (Gov. Code §65913.4) are required to comply with objective, quantifiable, written development standards,

conditions, and policies provided that those objective standards, conditions, and policies do not render the project infeasible; and

WHEREAS, in response to the increased streamlining of planning and design review for housing projects by State law, jurisdictions throughout the State have implemented Objective Design Standards ("ODS") for projects which are required by State law to undergo ministerial planning review; and

WHEREAS, to ensure that housing projects in the City seeking streamlined or ministerial review pursuant to State law implement quality architectural and site design that remains compatible with the existing scale and character of Carpinteria, the ODS proposed by this Ordinance are included as part of the City's implementation of Housing Element Program 1; and

WHEREAS, at the October 17, 2024 meeting of the Architectural Review Board, City staff presented the Board with proposed ODS, which would apply to specified residential and mixed-use projects, and invited feedback from the Board and members of the public, and after deliberation the Board recommended that the proposed ODS be brought to the Planning Commission with comments attached; and

WHEREAS, City staff have prepared an Addendum to the 2003 General Plan/Coastal Land Use Plan ("GP/CLUP") Program Environmental Impact Report ("PEIR") for this zoning amendment ("Addendum"), as some changes and additions were necessary but none of the conditions described in California Environmental Quality Act ("CEQA") Guidelines Sections 15162 or 15163 calling for the preparation of a subsequent or supplemental Environmental Impact Report have occurred; and

WHEREAS, on November 4, 2024, at a duly noticed public hearing of the Planning Commission, City staff presented the Commission with proposed language for this Ordinance, in addition to proposed language for related ordinances (now Ordinance Nos. 789, 790 and 791), for the purpose of implementing Program 1, and at this meeting, after hearing public comment, the Planning Commission provided a recommendation to the City Council to approve the ordinances with specified changes, and to determine that the provided Addendum is the appropriate review document for this project pursuant to CEQA; and

WHEREAS, on November 12, 2024, the California Coastal Commission Executive Director issued a Memorandum on Streamlined Ministerial Approval Process in the Coastal Zone (Government Code Section 65913.4) ("SB 423 Memo"), which, among other things, recommends that local agencies develop objective design standards for projects proposed under Senate Bill 423 (Gov. Code, § 65913.4), and this Ordinance proposes objective design standards consistent with said SB 423 Memo; and

WHEREAS, on November 25, 2024, at a duly noticed public hearing of the City Council, this Ordinance, alongside the three related ordinances and Addendum, was introduced on a first reading, and the Council moved to approve this Ordinance on a 4-0-0-1 (Clark absent) vote; and

WHEREAS, this proposed amendment to Title 14 – Zoning is consistent with the adopted 2003 GP/CLUP and the requirements of State Planning and Zoning Law (Gov. Code, § 65000 et seq.), including, but not limited to, State Housing Element Law; and

WHEREAS, the City Council finds that the ODS, in combination with the proposed RMU Residential/Mixed Use zone district and sites selected for rezoning to the RMU zone district, satisfy the requirements of State Housing Element Law and Housing Element Program 1, and incentivize the development of deed-restricted affordable housing in Carpinteria;

WHEREAS, on December 9, 2024, at a public hearing of the City Council, this Ordinance, alongside the three related ordinances, was approved on a second reading on a 5-0-0-0 vote; and

WHEREAS, the City of Carpinteria submitted Local Coastal Plan Amendment No. LCP-4-CPN-24-0066-1 to the California Coastal Commission on December 20, 2024 to amend the City's certified Local Coastal Program to reflect the adoption of Ordinance No. 789 alongside the three related ordinances. The amendment proposal was deemed complete and filed on January 15, 2025; and

WHEREAS, on March 14, 2025, the California Coastal Commission took action to conditionally certify the City's proposed LCP Amendment with suggested modifications; and

WHEREAS, on April 14, 2025, Ordinance No. 789, as amended by the California Coastal Commission, was considered on a revised second reading at a regular, duly noticed meeting of the City Council;

NOW THEREFORE, the City Council of the City of Carpinteria does ordain as follows:

SECTION 1. Incorporation of Recitals.

The above recitals are true and correct and are incorporated herein, and are each relied upon independently by the City Council for its adoption of this Ordinance.

SECTION 2. Amendment to Chapter 14.04 – General Provisions, Section 14.04.030 – Applicability to Title 14.

Section 14.04.030 – Applicability, is modified as follows:
The provisions of this title shall apply to all development in the city with the exception of the following:

a. Any development for which the city's regulation of the same is preempted or precluded by any valid state or federal law, rule or regulation and then only to the extent of such preemption or preclusion;

b. Any regulation or provision contained in this title preempted or precluded by any valid state or federal law, rules or regulation and then only to the extent of such preemption or preclusion.

Where compliance with only the objective standards of this Local Coastal Program is required under state housing law for a proposed residential or mixed-use development and where an applicable coastal resource protection policy or provision of this Local Coastal Program contains objective and subjective components, the objective portion(s) shall apply such that adverse impacts to coastal resources shall be avoided. Within five years of [DATE OF ORDINANCE EFFECTIVE DATE], the City will apply for a Local Coastal Program amendment to incorporate coastal resource protection and hazard minimization development standards that are objective standards to ensure that qualifying projects subject to only the objective standards of this Local Coastal Program under state housing laws are consistent with the Coastal Act. The Local Coastal Program amendment to incorporate such standards shall be developed in coordination with Coastal Commission staff. Nothing in this paragraph, including, without limitation, the five-year deadline to apply for a Local Coastal Program amendment, shall provide rights to third parties or the public to challenge the City's Local Coastal Program.

SECTION 3. Addition of Chapter 14.51 to Title 14.

Chapter 14.51 – Objective Design Standards, is added to Title 14 – Zoning of the Carpinteria Municipal Code and shall read as follows:

CHAPTER 14.51 – OBJECTIVE DESIGN STANDARDS.

14.51.010 – Purpose and Intent.

The purpose of this chapter is to provide objective design standards for certain mixed-use and multifamily residential developments in the City of Carpinteria in order to provide ministerial and/or streamlined review of such projects. The intent of this Chapter is to maintain the City's unique small-town character and vibrant neighborhoods while encouraging and incentivizing residential and mixed-use developments that:

A. Provide housing opportunities for residents of all income levels, including family and workforce housing;
B. Revitalize neighborhoods and provide opportunities for infill development;
C. Cultivate pedestrian and alternative transportation-friendly spaces; and
D. Are sensitive to and compatible with existing development with respect to massing, setbacks, and rooflines.

14.51.020 – Applicability.

A. The provisions of this Chapter shall apply to:
   1. Any residential or mixed-use development in the Residential/Mixed Use (RMU) 20/25 Zone District;

2. Any residential development subject to a streamlined, ministerial approval process pursuant to California Government Code Sections 65913.4, 65852.24, and 65912.100-140; and
3. Any development that constitutes a "housing development project" under California Government Code Section 65589.5 (Housing Accountability Act) that is inconsistent with the City's general plan land use designation and zoning ordinance, or meets the criteria in Government Code Section 65589.5, subdivision (h)(11).

B. In the case of conflict between this Chapter and other regulations of Title 14 – Zoning, the objective standards established by this Chapter shall prevail~~.~~, except as outlined in Section 14.51.020(C).

C. All residential and mixed-use development subject to this Chapter shall comply with the objective design standards of this Chapter as well as all other applicable objective standards and policies, and all applicable policies and provisions of the Local Coastal Program.
   1. Exception. Applicants may request concessions, incentives, or waivers of development standards pursuant to Chapter 14.77 (Density Bonus Program).
   2. Conflicting Standards. If there is any conflict between the objective standards set forth in this Chapter and any existing City or State objective standards, the more restrictive objective standards shall apply.
   3. Coastal Resource Protection. Where compliance with only the objective standards of this Local Coastal Program is required under state housing law for a proposed residential or mixed-use development and where an applicable coastal resource protection policy or provision of this Local Coastal Program contains objective and subjective components, the objective portion(s) shall apply such that adverse impacts to coastal resources shall be avoided.

14.51.030 – Processing.

A. Permit processing shall be as provided for in the underlying base zone district.
B. Any project that seeks an exception, waiver, or modification to the provisions of this Chapter, excluding waivers or modifications granted pursuant to State Density Bonus Law (Gov. Code, § 65915 et seq.) as implemented by chapter 14.77, shall require the filing and approval of a Development Plan Modification as provided for in Section 14.50.120 of this title.

14.51.040 – Building form, massing, and articulation.

A. *Building Form and Vertical Hierarchy*. Buildings that are higher than two stories shall be designed to differentiate between a defined base (first floor); a middle or body (e.g., second or third floor); and a top, cornice, or parapet cap (architectural features). Two-story buildings shall include a defined base and a top, cornice, or parapet cap. All buildings shall achieve this effect through at least two of the following:
   1. Color, texture, or material changes;
   2. Variations, projections, or reveals in the wall plane;

3. Variations in fenestration design or pattern; or
4. Decorative architectural features, such as cornices and columns.

B. *Story height*. The ground story shall have a maximum story height of ten (10) feet for residential use and 12 feet for commercial use. The height of upper stories shall not exceed nine feet.

C. *Wall plane variation*. Building facades visible from the primary right-of-way shall not extend more than 30 feet in length without either a two-foot variation in depth in the wall plane or one of the following projected or recessed architectural elements: porches, stoops, porticos, balconies, bay windows, overhangs, terraces, and/or trellises.

D. *Street Façade*. If buildings on adjacent properties establish a contiguous street façade along the primary right-of-way frontage, such as the 900 block of Linden Avenue, new buildings shall be located to maintain the contiguous street-facing wall, with allowances for variation in façade and entrances which are projected or recessed.

E. *Corner lots*. Buildings located on corner lots shall include one or more of the following features on both street-facing facades, located within 25 feet of the corner of the building closest to the intersection:
   1. An entrance to a ground-floor use or a primary building entrance;
   2. A different material application, color, or fenestration pattern of windows and doors from the rest of the façade; or
   3. A change in height of at least 18 inches from the height of the abutting façade.

F. *Roofline variation*. Rooflines shall provide one of the following prominent changes a minimum length of every 30 feet:
   1. Variation in roof form, such as hip, mansard, gable, shed, or flat with parapet;
   2. Variation in architectural elements, such as parapets and cornices; or
   3. Variation of roof height of 18 inches minimum (as measured from the highest point of each roof line).

G. *Upper floor massing.* Upper floors shall be reduced in bulk and massing: upper floors shall each have up to a total maximum floor area of 80 percent of the total net floor area of the ground floor. For lots with 5,000 square feet or less, upper floors shall have a total maximum floor area of up to 70 percent of the total net floor area of the ground floor.

H. *Contextual Upper Story Stepback*.
   1. Where a building's façade is within 20 feet of a street side property line, at least 30 percent of the façade of the upper floor(s) shall be stepped back from the ground floor façade at least 2 feet.
   2. Where a building on an abutting lot across a side lot line is single-story, any proposed building located within 15 feet of the side lot line shall step back at least 30 percent of the upper floor(s)' façade from the ground floor façade at least 2 feet.

I. *Common open space.* Common open spaces for multifamily residential developments shall comply with the minimums required by the base Zone District in which they are located.

1. *Rooftop open space*. Open spaces located on a building rooftop shall be a minimum of 15 feet away from any property line abutting a residential use.

J. *All-sided architecture*. Fenestration, materials, and common details shall be carried over on all sides of the building visible from public rights-of-way.

K. *Limits on garages*. To minimize the dominance of garage doors along street frontages, a garage facing and visible from a public street shall not occupy more than 50 percent of the width of a building façade facing that street, except that it may be 12 feet wide in any circumstance. Mixed-use developments shall not have any street-facing garage doors along the primary right-of-way. Garage doors shall be recessed a minimum of four inches from the surrounding wall plane.
   1. Where the width of a garage exceeds 30% of the linear front or side elevations, the garage shall be recessed a minimum of 3 feet from the front wall of the building, or provide a trellis extending in front of the face of the garage.
   2. Garage doors shall feature at least one of the following treatments:
      a. Garage door windows;
      b. Paneled garage door surface;
      c. Two different colors; or
      d. Accent material.

14.51.050 – Site design.

A. *Siting of commercial uses*. Commercial components of a mixed-use development shall always be located closest to the primary right-of-way. Where a combination of commercial and residential uses is provided within the same building, commercial uses shall be located on the ground floor and closest to the primary right-of-way.

B. *Front-facing open space*. For developments fronting Linden Avenue or Carpinteria Avenue, any ground-floor courtyard, open space, or building setback from the street-facing property line shall be used for landscaping, outdoor dining/seating, public plazas, and/or building entries.

C. *Vehicular circulation and access*.
   1. Vehicular site access to parking areas shall be provided via side streets or alleys, when present.
   2. A maximum of one vehicle access point from the street is permitted per 100 feet of street frontage. For corner lots, one vehicular access point is permitted per lot where all street frontages are less than 100 linear feet, and two vehicular access points are permitted on lots where at least one street has a frontage of 100 linear feet or more.
   3. For developments fronting Linden Avenue or Carpinteria Avenue, parking areas shall not be located within any front or street side setback, or between any building and the primary right-of-way.

D. *Loading and service areas*. New commercial uses requiring the receipt or distribution of material or merchandise by vehicles or trucks shall provide one (1) off-street loading space for 5,000 to 20,000 square feet of commercial area, and

two (2) off-street loading spaces for commercial area greater than 20,000 square feet. Additional loading spaces shall be provided pursuant to Section 14.54.090.

1. Required loading and service areas shall not be located between a building and the primary right-of-way.
2. Loading and service areas shall not be located in drive aisles so as to not disrupt or block the flow of on-site and off-site vehicular traffic. Striping and signage shall be as provided in Chapter 10.04.
3. Loading and service areas shall be located in parking areas and alleys, when present.
4. Loading and service areas shall be screened from view from public rights-of-way with walls, solid fencing, and/or landscape privacy screening pursuant to Section 14.51.110.

E. *Pedestrian circulation and access*. Pedestrian walkways shall be a minimum width of four feet and shall be designed as follows:

1. Pedestrian walkways shall connect public sidewalk right-of-way to areas throughout the site, such as building entrances, unit entrances, vehicle parking areas, bicycle parking areas, common open space areas, waste and recycling enclosures, and any transit stops directly adjacent to the site. Such walkways shall also connect buildings and amenities within the development to one another.
2. Where through lots are located more 300 feet from a street intersection, as measured from the closest point of the lot, pedestrian walkways shall be designed to provide public access connecting the two streets.
3. Pedestrian walkways shall be constructed of firm, stable and slip-resistant materials, such as concrete, permeable paving, decomposed granite, stone, or brick.

F. *Private open space screening*. When a private open space (e.g. patio or balcony) is located within 20 feet of another residence or another private open space, the private open space shall be enclosed with a wall or fence that is a minimum of four feet in height.

G. *Usable open spaces*. Required common or public open spaces shall be a minimum of ten feet by ten feet. At least one of the common or public open spaces shall incorporate at least one of the following elements:

1. Picnic tables;
2. Permanently installed benches or seating;
3. Sport court or field, playground, or other children's play area;
4. Community garden;
5. Swimming pool; or
6. Pet park with a minimum of one trash receptacle.

H. *Paving*. For lots not fronting Linden Avenue or Carpinteria Avenue, the maximum amount of impervious surface area in the front setback is 30 percent.

14.51.060 – Utilitarian elements.

A. *Bicycle parking*. All developments shall provide bicycle parking spaces. Short-term bicycle parking is intended to serve shoppers, customers, couriers, guests,

and other visitors to a site who generally stay for less than 2 hours. Long-term bicycle parking is intended to serve residents and commuters who generally stay at a site for long periods of time (e.g., overnight or for a work shift).

1. *Required number of spaces*.
    a. Short-term bicycle parking. One space per five residential units, plus one space per 250 square feet of commercial space; or four spaces, whichever is greater.
    b. Long-term bicycle parking. One space per two residential units, plus one space per 1,000 square feet of commercial space.
2. *Location and required elements*.
    a. Multifamily residential uses – Long-term bicycle parking. Long-term bicycle parking shall be located in an enclosed bicycle locker, a covered storage area or room, or a rack or stand in a room with key access limited to residents.
    b. Commercial uses – Long-term bicycle parking. Long-term bicycle parking shall be provided by a rack or stand within 100 feet of an entrance to the building it serves, or in an enclosed bicycle locker, covered storage area, or room.
    c. Short-term bicycle parking. Short-term bicycle parking shall be located outside of pedestrian walkways, and within 100 feet of an entrance to the building it serves.
3. *Size and accessibility*. Each bicycle parking space shall be a minimum of two feet in width and six feet in length and shall be accessible without moving other bicycles. Two feet of clearance shall be provided between a bicycle parking space and walls, poles, landscaping, street furniture, pedestrian walkways, and parking areas.

B. *Pedestrian-oriented commercial setback areas*. Front setback areas between a commercial use and the primary right-of-way shall be landscaped and shall contain at least one amenity per 50 linear feet, such as benches or other seating, drinking fountains, shade structures, or other design element (e.g., public art, planters, kiosks, etc.).

C. *Lighting*. Outdoor light fixtures, including pole lights, wall-mounted lights, and bollards, shall be fully shielded and downward-facing in order to minimize glare and light trespass within and beyond the project site.
    1. *Light intensity*. The maximum light intensity shall not exceed a maintained value of ten foot-candles, when measured at finished grade.
    2. *Light temperature*. Lights shall be light-emitting diode (LED) lights with a color temperature no higher than 3000 Kelvins.

D. *Vents and Exhaust.* All wall-mounted vent and exhaust elements shall be located at interior corners of building walls or behind building elements that conceal them from view from any public right-of-way.

E. *Screening of mechanical equipment.* The following screening standards apply to specified types of mechanical equipment:
    1. *Ground-mounted equipment*. Ground-mounted equipment that faces a public viewing area must be screened to a height of 6 inches above the equipment, unless such screening conflicts with utility access. Acceptable screening

devices consist of walls, fences, or berms. Screening materials for walls or fences shall be selected from an exterior finish, siding, fencing, or wall material utilized elsewhere on the primary building of the development it serves.

2. *Wall-mounted equipment*. Wall-mounted equipment (e.g., electrical meters, cable connection boxes, electrical distribution cabinets, etc.) shall provide screening that incorporates the exterior wall or accent colors of the building, unless such screening conflicts with accessibility and visibility requirements for health and safety. For screen walls that are three feet in height or lower, vegetative materials may be substituted for the screening device.
3. *Rooftop equipment*. Where rooftop equipment is located within 10 feet of a roof edge, a parapet shall be provided that is a minimum of six inches taller than all roof-top equipment. Rooftop equipment located within or adjacent to rooftop open space shall be screened to a height of 6 inches above the equipment in the manner provided by subsection (1) above.

F. *Trash, recycling, and other waste containers*. Enclosures for recycling, green waste, and any other waste containers required by law shall be located within a building, incorporated into the exterior building design, or located within a detached enclosure designed and placed as follows:
   1. The enclosure shall be located to the rear or side of the building(s) and located outside of view from a public right-of-way, and
   2. The enclosure shall incorporate the materials and colors of the primary building design.

14.51.070 – Building and dwelling unit entrances.

A. *Separate entrances*. Building entrances and lobbies for residential units shall be separate from non-residential entrances.
B. *Street-facing commercial entrances*. Commercial components of mixed-use development along the primary right-of-way shall have main entrances facing the primary right-of-way and directly accessible from the sidewalk by a pedestrian walkway. Such entrances shall provide weather protection that is a minimum of six feet wide and four feet deep by recessing the entrance or providing an awning or similar weather protection element.
C. *Downtown street-facing entrance*. Buildings fronting Linden Avenue or Carpinteria Avenue shall provide an entrance directly from the public sidewalk or right-of-way a minimum of every 40 feet. Each shall have one or more of the following:
   1. Entrance flanked by columns, decorative fixtures, or other similar elements;
   2. Entrance recessed within a large arch or cased decorative opening;
   3. Entrance covered by a large portico projecting at least 6 feet from the surrounding wall plane; or
   4. Entrance covered by an awning.
D. *Downtown enhanced paving*. Building entrances fronting Linden Avenue or Carpinteria Avenue shall provide paving treatment using patterned and/or

colored pavers, brick, or decorative colored and/or scored concrete that contrasts in color and texture from the adjacent walkway or right-of-way paving.

E. *Exterior entrances to residential units*.
   1. All individual exterior unit entrances shall have either a projected sheltering element or be recessed from the main facade; the projection or recess shall have a minimum depth of 24 inches.
   2. Entrance types such as a stoop, porch, patio, or courtyard may serve more than one residential unit.
   3. Individual exterior unit entrances shall be illuminated, or face toward a common area or public street.
   4. Each residential unit located within 20 feet of a primary right-of-way with an exterior entrance shall include at least one street-facing porch, balcony, or patio unless a setback of five feet or less is provided.
   5. The entrance to residential units located on the ground floor may be raised up to a maximum finished floor height of 42 inches above the abutting sidewalk height, unless otherwise required for safety or sea level rise reasons.

14.51.080 – Windows.

A. *General Treatment*. Windows shall provide one of the following:
   1. Window trim or windowsill a minimum of one-half inch in depth; or
   2. Window recess a minimum of three inches in depth from the surrounding wall plane.

B. *Windows Facing a Public Street*. Windows facing a public street shall feature one or more enhanced window treatments, such as decorative architectural brackets, trim, shutters, awnings, and/or trellises.

C. *Privacy*. Where buildings are located within 15 feet of one another, residential window design on the building facades adjacent to one another shall avoid unfiltered/direct views into building interiors and shall be designed with one or more of the following:
   1. Offset windows horizontally at least 12 inches from any windows in adjacent buildings (edge to edge), so as not to have a direct line-of-sight into adjacent units;
   2. Non-transparent or obscured glazing, such as frosted/patterned glass, glass block, or non-operable opaque windows. One-way mirror glass or film is not permitted;
   3. Permanent architectural screens or affixed louvers at windows; or
   4. Clerestory windows a minimum height of 5 feet from the ground.

14.51.090 – Materials and colors.

A. *Wall material*. The primary exterior wall siding material shall be selected from stucco, plaster, wood, composite wood, stone, stone veneer, brick, brick veneer, or vinyl. The use of exposed plywood or glass curtain walls is prohibited.

B. *Material transition*. Changes in materials or colors shall occur at inside corners of intersecting walls or at architectural features that break up the wall plane, such as a column or pier.
C. *Window Consistency*. Window frame materials and color shall be used on all elevations.
D. *Fences, walls, and hedges*. Fences and walls shall be constructed from materials such as wood, vinyl, wrought iron, brick, and stone. Chain link and barbed wire fencing is prohibited. Both sides of all fences and walls shall feature the same color and treatment.
E. *Vents and exhaust*. All flashing, sheet metal vents, exhaust fans or ventilators, and pipe stacks shall be painted a color to match the adjacent roof or wall material.

14.51.100 – General building design and architecture.

A. *Architectural Consistency*. Affordable units and market rate units in the same development shall be constructed of the same exterior materials and details such that the units are not distinguishable from one another in quality and detail.
B. *Roofs*.
    1. Parapets shall be capped with precast treatment, continuous banding, projecting cornices, dentils, or similar edge treatment. The interior side of parapet walls shall not be visible from a common open space or public right-of-way.
    2. Roofs with overhanging eaves shall have an underside of stained wood, painted wood, or stucco. Exposed plastic is prohibited.
    3. Corbels and brackets shall be constructed of stone, wood, or stucco. Exposed plastic is prohibited.
C. *Downtown ground floor transparency*. New mixed-use commercial building facades facing Linden Avenue or Carpinteria Avenue shall include windows and doors for at least 50 percent of the building wall area located between three and seven feet above the elevation of the sidewalk. Windows and doors associated with a commercial use shall not use an opaque, frosted, or glazed material.
    1. The bottom of any product display window shall not be more than three and a half feet from the elevation of the sidewalk.
    2. Transparent or translucent glazing is required on the ground floor facade. Opaque, dark tinted glass, and mirror treatments that obstruct interior views at the street level are not permitted.
D. *Decorative window treatments*. Windows facing Linden Avenue or Carpinteria Avenue shall feature one or more of the following enhanced or decorative window treatments:
    1. Decorative architectural brackets, trim, exterior shutters, or awnings;
    2. Planter boxes or hanging planters;
    3. Balconies;
    4. Decorative accent material (such as wood or tile) as wainscot; or
    5. Bay windows.

E. *Decks and balconies*. Decks and balconies shall be constructed such that at least 75 percent of the area between the finished floor and the railing is an opaque material. All decks and balconies on a building shall use consistent colors, materials, and form.
F. *Vehicle Light Intrusion*. Vehicle headlights shall be obstructed from direct alignment with habitable interior first-story spaces with a minimum three-foot-high fence, wall, or other solid architectural feature.
G. *Carports*. Carports shall incorporate the same colors and materials as the primary residential or mixed-use building design. Solar panels shall be permitted on carports in accordance with building code.
H. *Tandem parking*. Garages may be designed to accommodate tandem parking.

14.51.110 – Landscaping.

Landscaping shall be designed for all outdoor areas that are not specifically designated for buildings, walkways, driveways and parking, or open space. For further requirements, see the provisions of the base zoning district.

A. *Groundcover*. Groundcover shall be sized and located to cover at least 75 percent of all landscape areas that are not planted with shrubs or trees at the time building occupancy is granted.
    1. While groundcovers and shrubs are establishing, a minimum layer of 3-inch bark mulch or decorative gravel shall be placed within all landscape areas to provide 100 percent coverage of such landscape areas.
B. *Plant selection*. Landscaping shall utilize non-invasive Mediterranean, local California native, and other WELO-compliant drought-tolerant species. Landscaping shall comply with the provisions of Chapter 15.90 – Water Efficient Landscaping, as applicable. Artificial or synthetic plants are prohibited.
C. *Number of Plants*. A minimum of one 15-gallon tree or equivalent box size and 20 five-gallon shrubs shall be planted for every 1,000 square feet of required landscape area.
D. *Landscape privacy buffer*. A landscape buffer of a minimum width of five feet shall be located between all ground-level private open spaces, and pedestrian walkways or common/public open spaces. Plants shall be selected to enhance security (e.g. thorny plants) and shall be demonstrated to grow to a minimum height of four feet.
    1. *Exception*. Plantings providing a solid screen that are located in a front yard setback or facing the primary right-of-way shall not exceed a height of four feet.
E. *Pedestrian walkways.* Pedestrian walkways shall be flanked on at least one side with landscaping, and include a mix of groundcover, shrubs, and trees. Trees shall be selected and spaced to shade at least 25 percent of the overall walkway length at full maturity.
F. *Solar Access*. Landscaping shall not obstruct solar access to adjacent solar collectors for water heating, space heating or cooling, or electricity generation.

14.51.120 – Community Development Director substantial conformance determination.

The Community Development Director may make a determination that a substitution for, or minor deviation from, an objective standard specified in this section substantially supports the intent of the standard. Only the standards in the following sections are subject to a substantial conformance deviation:

A. Section 14.51.040 – subsections A, C, E, F, and K;
B. Section 14.51.050 – subsections B and G;
C. Section 14.51.060 – subsection E;
D. Section 14.51.070 – subsection C;
E. Section 14.51.080 – subsections B and C; and
F. Section 14.51.100 – subsection D.

SECTION 4. Severability.
This Ordinance and the various sections, provisions, sentences, maps, clauses, and words (collectively, "provisions") thereof are severable. Should any provisions of this Ordinance be declared by a court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the remaining provisions of the Ordinance. The City Council hereby declared that it would have passed and adopted this Ordinance, and each and every provision hereof, irrespective of the fact that one or more provisions may be declared invalid.

SECTION 5. CEQA Review.
The City Council finds 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 this Ordinance, and that the addendum to the certified 2003 Coastal Land Use Plan/General Plan EIR prepared for this Ordinance satisfies the environmental review requirements of CEQA. The City Council also finds that the Coastal Commission adopted a certified regulatory program containing the necessary environmental review for the Project (Public Resources Code Section 21080.5). Finally, the City Council finds that, notwithstanding the foregoing, the approval and adoption of Ordinance No. 789 is exempt from review under CEQA pursuant to Public Resources Code Section 21080.9, and CEQA Guidelines Section 15265.

SECTION 6. Effective Date.
This Ordinance shall take effect upon completion of all applicable, required actions in Section 13544(c) of Title 14 of the California Code of Regulations; and before the expiration of 15 days after its adoption, Ordinance No. 789, or a summary of it, shall be published once, together with the names of the members of the City Council voting for and against the same in a newspaper of general circulation published in the County of Santa Barbara.

PASSED, APPROVED AND ADOPTED this 14th day of April, 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 Ordinance was duly and regularly introduced and adopted at a regular meeting of the City Council of the City of Carpinteria held April 14, 2025.

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

APPROVED AS TO FORM:

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

ATTACHMENT C

RESOLUTION NO. 6379

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA, ACKNOWLEDGING RECEIPT AND ACCEPTANCE OF THE CALIFORNIA COASTAL COMMISSION'S APPROVAL OF LOCAL COASTAL PROGRAM AMENDMENT LCP-4-CPN-24-0066-1 WITH SUGGESTED MODIFICATIONS, THUS APPROVING LOCAL COASTAL PROGRAM AMENDMENT PROJECT LCP-4-CPN-24-0066-1 AMENDING TITLE 14 (ZONING) OF THE CARPINTERIA MUNICIPAL CODE TO IMPLEMENT PROGRAM 1 OF THE 2023-2031 HOUSING ELEMENT

PROJECT 24-2279-LCPA/ORD

WHEREAS, on December 9, 2024, at a duly noticed public hearing, the City Council of the City of Carpinteria (City Council) approved the Local Coastal Program (LCP) Amendment for Project No. 24-2279-ORD/LCPA, which included the second reading of Ordinance Nos. 788, 789, 790, and 791; and

WHEREAS, the City of Carpinteria submitted Project No. 24-2279-ORD/LCPA to the California Coastal Commission on December 20, 2024 to amend the City's certified Local Coastal Program. The amendment proposal was deemed complete and filed as LCP-4-CPN-24-0066-1 on January 15, 2025; and

WHEREAS, on March 14, 2025, the California Coastal Commission considered and approved amendment LCP-4-CPN-24-0066-1 to the City's certified Local Coastal Program with suggested modifications, as detailed in a resolution of certification; and

WHEREAS, the Coastal Commission approved amendment LCP-4-CPN-24-0066-1 without suggested modifications to Ordinance Nos. 790 and 791, and therefore no further action by the City of Carpinteria City Council on Ordinance Nos. 790 and 791 is required; and

WHEREAS, the City Council now desires to complete the certification of LCP Amendment No. LCP-4-CPN-24-0066-1 by acknowledging receipt of the Coastal Commission's resolution of certification, which includes the suggested modifications to Ordinance Nos. 788 and 789, and accepting and agreeing to the modifications in accordance with California Code of Regulations, title 14, sections 13542, 13544, and 13544.5; and

WHEREAS, on April 14, 2025, Ordinance Nos. 788 and 789, as amended by the California Coastal Commission, were considered and adopted on a revised second reading at a regular, duly noticed meeting of the City Council; and

WHEREAS, the City of Carpinteria agrees to continue to issue coastal development permits for the total area included in the certified LCP, as amended.

NOW, THEREFORE, BE IT RESOLVED as follows:

SECTION 1. The foregoing recitals are true and accurate.

SECTION 2. The City Council of the City of Carpinteria acknowledges receipt of the California Coastal Commission's resolution of certification for final certification for Local Coastal Program Amendment LCP-4-CPN-24-0066-1 with suggested modifications; accepts and agrees to the modifications, and has revised and readopted Ordinance Nos. 788 and 789 to reflect said modifications.

SECTION 3. The City Council of the City of Carpinteria does hereby make the Findings attached as Exhibit I and authorizes the City Manager to submit this Resolution of the City of Carpinteria's receipt and acceptance of the California Coastal Commission's resolution of certification to the Executive Director of the Commission, and to take any other actions needed to obtain final certification of Local Coastal Program Amendment LCP-4-CPN-24-0066-1.

SECTION 4. The City Council does hereby also resolve that this Resolution No. 6379 shall become effective upon the revised second reading, as read by title only, of Ordinance Nos. 788 and 789.

PASSED, APPROVED AND ADOPTED on this 14th day of April, 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 April 14, 2025.

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

APPROVED AS TO FORM:

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

EXHIBIT I TO RESOLUTION NO. 6379

CITY OF CARPINTERIA CITY COUNCIL
PROJECT 24-2279-LCPA/ORD

CARPINTERIA MUNICIPAL CODE AND CERTIFIED LOCAL COASTAL PROGRAM AMENDMENTS AMENDING TITLE 14 (ZONING) OF THE CARPINTERIA MUNICIPAL CODE TO TO IMPLEMENT PROGRAM 1 OF THE 2023-2032 HOUSING ELEMENT

April 14, 2025

EXHIBIT I: FINDINGS

FINDINGS PURSUANT TO GOVERNMENT CODE, COASTAL PLAN, AND GENERAL PLAN

1.0 Administrative Findings

The City Council of the City of Carpinteria hereby incorporates by reference as though set forth in full all Community Development Department staff reports and attachments thereto presented to the Planning Commission and City Council, the California Coastal Commission staff report and attachments thereto presented to the Coastal Commission, and all comments made or received either orally or in writing at the public hearings on Project 24-2279-LCPA/ORD (Coastal Commission Project No. LCP Amendment No. LCP-4-CPN-24-0066-1) ("Project").

1.1 Procedures

Pursuant to the California Coastal Act, the Administrative Regulations of the California Coastal Commission and the City's certified Local Coastal Program, it has been found that the process for public review of the subject Local Coastal Program Amendment has been properly conducted as follows:

a. The City has proposed a the Project to amend Title 14 (Zoning) of the Carpinteria Municipal Code to implement Program 1 of the 2023-2032 Housing Element. With the approval of the Project as certified by the California Coastal Commission on March 14, 2025, the Project is consistent with the City's certified Local Coastal Program Land Use Plan, the Interpretive Guidelines of the California Coastal Commission, and the California Coastal Act.

b. The Project has been reviewed by the City of Carpinteria Planning Commission at a duly noticed public hearing which included, but is not limited to, mailed notice to all interested persons and publication of a display ad in the local newspaper, the Coastal View News.

c. The Project has been reviewed by the City of Carpinteria City Council at a duly noticed public hearing which included, but is not limited to, mailed notice to all

interested persons and publication of a display ad in the local newspaper, the Coastal View News.

1.2 California Environmental Quality Act

The City Council finds 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 this Project, and that the addendum to the certified 2003 Coastal Land Use Plan/General Plan EIR prepared for this Project satisfies the environmental review requirements of CEQA. The City Council also finds that the Coastal Commission adopted a certified regulatory program containing the necessary environmental review for the Project (Public Resources Code Section 21080.5). Finally, the City Council finds that, notwithstanding the foregoing, the approval and adoption of Ordinance Nos. 788 and 789 are exempt from review under CEQA pursuant to Public Resources Code Section 21080.9, and CEQA Guidelines Section 15265.

ATTACHMENT D

The Previously Certified Program Environmental Impact Report (PEIR) for the City of Carpinteria's 2003 General Plan/Coastal Land Use Plan (GP/CLUP) was combined with the City's GP/CLUP.

Analysis pursuant to the California Environmental Quality Act (CEQA) occurs throughout the document with a full summary in Appendix A.

The full document is available at this link:
https://carpinteriaca.gov/wp-content/uploads/2023/09/cd_General-Plan.pdf

CEQA ADDENDUM

City of Carpinteria
2023-2031 Housing Element Update Rezone Amendments
Project 24-2279-ORD/LCPA
Environmental Impact Report SCH 1997121111

November 25, 2024

I. Summary of this Addendum

This addendum to the Program Environmental Impact Report ("PEIR")[1] for the City of Carpinteria's ("City") General Plan/Coastal Land Use Plan ("GP/CLUP") ("Addendum") assesses the potential environmental impact(s) associated with implementation of Program 1 of the City of Carpinteria 2023-2031 Housing Element, as required by the California Environmental Quality Act ("CEQA") (California Public Resources Code 21000 et seq.) and in compliance with the State CEQA Guidelines (14 California Code of Regulations 15000 et seq.).

The City, as the lead agency under CEQA, must consider the potential environmental impacts of the proposed Project, which includes:

- Adding a new Residential/Mixed Use ("RMU") Zoning District to the Carpinteria Municipal Code;
- Adding new Objective Design Standards to the Carpinteria Municipal Code; and
- Amending the City's Zoning Map to rezone certain parcels of land to RMU.

The goal of the proposed Project is to accommodate and encourage residential development in accordance with Program 1 of the City's adopted 2023-2031 Housing Element. This Addendum is being prepared pursuant to Sections 15162-15164 of the CEQA Guidelines, and is an informational document intended to be used in the planning and decision-making process.

The fundamental conclusion of this Addendum is that the proposed Project would not result in new significant impacts nor substantially increase the severity of previously disclosed impacts beyond those already identified in the PEIR for the City's GP/CLUP, which was certified in 2003 with State Clearing House ("SCH") number 1997121111. Additionally, the Project would not involve any substantial changes to the components of, or circumstances surrounding, the City's GP/CLUP that would require major revisions to the PEIR. Thus, a subsequent or supplemental EIR need not be prepared in accordance with California Public Resources Code Section 21166.

[1] The previously certified PEIR was combined with the City's GP/CLUP, available at this link: https://carpinteriaca.gov/wp-content/uploads/2023/09/cd_General-Plan.pdf

Housing Element Program 1

On January 22, 2024, the City of Carpinteria City Council ("City Council") adopted the current Housing Element[2], which outlines how the City's Regional Housing Needs Allocation ("RHNA") can be achieved during the 2023-2031 cycle through a variety of methods and programs. While the Housing Element is adopted and in effect, it cannot be officially certified by the California Department of Housing and Community Development ("HCD") until the City implements Program 1 – Adequate Sites to Accommodate Regional Housing Needs.

A description of Program 1 (Adequate Sites to Accommodate Regional Housing Needs) is provided beginning on page 6 of the City's adopted Housing Element, with additional detailed information about the City's residential land inventory described in Appendix B of the Element. These documents explain the breakdown by income of the required 901 RHNA units, including 418 units for lower-income households, 35 units for moderate-income households, and 348 units for above-moderate-income households. Using the land inventory analysis in Appendix B, the City can currently accommodate 126 lower-income units and all of the moderate, and above-moderate units based on pending projects, underutilized sites (i.e., existing zoning), and anticipated accessory dwelling units.

Since the City can currently only accommodate 126 out of the 418 required lower-income housing units, there is a resulting RHNA shortfall of 292 potential lower-income units. Therefore, the City is required to implement Program 1 which involves rezoning sufficient land to accommodate 292 lower-income units plus a reasonable buffer[3].

As described in Program 1, City staff initially envisioned using a Residential Overlay District for the proposed rezones such that the underlying zone of the land (e.g., commercial, industrial, etc.) would remain but would have an overlay applied to allow for the option of high-density residential development. However, a recent California court of appeal decision (*Martinez v. City of Clovis* (2023) 90 Cal.App.5th 193) found that a city's reliance on a zoning overlay that allowed for both a higher density and a lower density residential development option did not satisfy Housing Element Law. Accordingly, the implementation of Program 1 now instead requires a zoning change on sufficient sites to cover the RHNA shortfall.

Additional aspects of Housing Element Program 1 that must be factored into the zoning amendments include:

- Density Minimums: Government Code Section 65583.2(c)(3) and Program 1 require that the City apply a minimum residential density of at least 20 units per acre to all rezone sites that are used to accommodate the City's RHNA for the

[2] Available here: https://carpinteriaca.gov/city-hall/community-development/planning/housing-element-update/.

[3] HCD expects at least a buffer of 15 percent for a total of 336 units. At a proposed density of 20 dwelling units per acre, the land area to be rezoned under Program 1 would be approximately 16.8 acres (14.6 acres to cover the shortfall and 2.2 acres to cover the 15 percent buffer).

lower-income units. Therefore, the zoning amendments must include this minimum density.

- Number of Units: Government Code Section 65583.2(h) and Program 1 require that the residential rezones include at least 16 units per site.
- Ministerial Permitting: Government Code Section 65583.2(h) and Program 1 require that the City permit "use-by-right" owner-occupied and rental multifamily housing projects that provide at least 20 percent of the units as affordable to lower-income households. As defined in Government Code Section 65583.2, "use by right" means that the housing project is not subject to discretionary review or approval, or environmental review under CEQA.
- Development Standards: As part of the rezoning program, the City must also ensure that allowable densities can be achieved and that development standards do not pose unreasonable constraints on the cost and supply of housing. Thus, the development standards applied to the rezone sites must be "objective" (i.e., standards that involve no personal or subjective judgement by a public official) such that streamlined permitting can be accomplished.
- Predominantly Residential Mixed Use Development: Government Code Section 65583.2(h) and Program 1 also require that one of the following standards is satisfied: (1) At least 50 percent of the lower income housing need to be accommodated on residential-only sites; or (2) All the lower income housing needs may be accommodated on mixed-use sites if those sites allow for (a) 100 percent residential use and (b) require that residential use occupy 50 percent or more of the total floor area of the mixed-use project.

In the adopted Housing Element, 19 sites (each site is made up of one or more legal parcels) were identified as "Candidate Opportunity Sites" (also referred to as the "Sites" throughout this Addendum) that may be suitable for rezoning to cover the RHNA shortfall. These Candidate Opportunity Sites are described in Appendix B of the Housing Element (see Table B-6, Figures B-2a and B-2b[4], and in the site profiles Figure B-4[5]).

In addition, Site #5 (located at 6380 Via Real and commonly referred to as "Lagunitas") was originally identified as a Candidate Opportunity Site considered for rezoning but was changed to a "pending project" in the final adopted Housing Element when an application for development was submitted. However, the applicants for the proposed development have stalled on processing their current application. Therefore, City staff and Planning Commission recommend that Site #5 also be included in the list of Candidate Opportunity Sites (Table1 below). If Site #5 is rezoned, it would provide the landowner with the opportunity to move forward with a project under the proposed RMU zone.

[4] Available here: https://carpinteriaca.gov/wp-content/uploads/2024/01/Appendix-B-Final-Readopted-Version.pdf.
[5] Available here: https://carpinteriaca.gov/wp-content/uploads/2024/01/Appendix-B-Site-Profiles-Final-Readopted-Version_Reduced.pdf.

Table 1 – Summary of All 20 Candidate Opportunity Sites *(Site #17 was removed[6])*

Site #	Location	Current General Plan Land Use Category	GPA Required?
1	Via Real	Agriculture (AG) & Open Space Recreation (OSR)	Yes
2	5800 Via Real	Agriculture (AG)	Yes
3	1000 Bega Way	Research & Development Industrial (RDI)	No
4	6250 Via Real	Research & Development Industrial (RDI)	No
5	6380 Via Real	Research & Development Industrial (RDI)	No
6	Cindy; Mark; Rose	Research & Development Industrial (RDI)	No
7	Cindy Ln; Via Real	Research & Development Industrial (RDI)	No
8	Mark Ave; Cindy Ln	Research & Development Industrial (RDI)	No
9	Cindy Ln	Research & Development Industrial (RDI)	No
10	5320 Carpinteria Ave	General Commercial (GC)	No
11	5437 Carpinteria Ave	General Commercial (GC)	No
12	Eugenia Pl	General Commercial (GC)	No
13	Eugenia Pl	General Commercial (GC)	No
14	Eugenia Pl	General Commercial (GC)	No
15	Carpinteria Ave	General Commercial (GC)	No
16	Carpinteria Ave	General Commercial (GC)	No
18	Holly Av; Carpinteria Ave	General Commercial (GC)	No
19	6th St; Walnut St	General Industrial (GI) & General Commercial (GC)	Yes
20	Palm Ave	General Commercial (GC)	No
21	Carpinteria Ave	Research & Development Industrial (RDI)	No

Out of the 20 Candidate Opportunity Sites, three would require a General Plan Amendment ("GPA") to modify the corresponding Land Use Designations in order to permit the proposed residential uses. The Final PEIR for the City's GP/CLUP included analysis of potential development under the existing Land Use Designations and did not anticipate such GPAs. Therefore, the three Candidate Opportunity Sites that require GPAs (Site Numbers 1, 2, and 19) are not currently under consideration for rezone amendments and are removed from further analysis in this CEQA Addendum. The Project thus does not require any amendment to the GP/CLUP.

All of the remaining 17 Candidate Opportunity Sites may be rezoned consistent with Program 1 without any changes to the GP/CLUP policies or Land Use Map.

II. Proposed Project Description: Zoning Amendments

Consistent with Program 1 of the Housing Element, the proposed Project analyzed in this CEQA Addendum consists of the following three components:

A. The addition of the RMU Zoning District in Title 14 of the Carpinteria Municipal Code ("CMC");

B. The addition of Objective Design Standards in Title 14 of the CMC;

[6] Site #17 was removed because a development application was processed that made the site a pending project rather than a Candidate Opportunity Site for rezoning.

C. The amendments to the Zoning Map to rezone select Candidate Opportunity Sites from their current zoning designations to the new RMU Zone.

All three of these Project components are logical follow-on discretionary actions to the GP/CLUP and are covered by the City's previously certified PEIR. While all three components combine to describe the whole of the Project, a project under CEQA is essentially the action(s) which would result in a physical change to the environment. In this case, the potential direct and indirect environmental effects from the proposed Project would come from the future development or redevelopment of the rezoned Sites.

It is not likely that all 17 Candidate Opportunity Sites (Table 2) will be rezoned as part of the Project. Ultimately, the City Council may choose a subset of these eligible Sites in order to meet the City's immediate RHNA shortfall plus a reasonable buffer. Even though it is unlikely that all 17 Sites will be rezoned, this Addendum's analysis covers all 17 Sites in order to assess whether or not there will be any significant impacts which require additional environmental review if all 17 Sites are rezoned.

Table 2 – Proposed Project: 17 Sites to be Potentially Rezoned to RMU

Site #	Location	Site Size (ac)	Current Zoning	Current GP	Potential Units w/Rezone*	Potential Lower-Income Units	Potential Moderate Income Units	Existing Use
3	1000 Bega Way	9.68	M-RP	RDI	175	175	0	Industrial Research
4	6250 Via Real	8.47	M-RP	RDI	166	166	0	Storage
5	6380 Via Real	8.63	M-RP	RDI	169	169	0	Vacant
6	Cindy Ln; Mark Av; Rose Ln	10.58	M-RP	RDI	210	210	0	Industrial Research
7	Cindy Ln; Via Real	5.51	M-RP	RDI	110	110	0	Industrial Research
8	Mark Av; Cindy Ln	10.02	M-RP	RDI	199	199	0	Industrial Research
9	Cindy Ln	4.49	M-RP	RDI	89	89	0	Vacant
10	5320 Carpinteria Av	1.08	CPD	GC	21	21	0	Commercial
11	5437 Carpinteria Av	1.98	CPD	GC	25	25	0	Apartments and partially vacant
12	Eugenia Pl	4.66	CPD	GC	92	92	0	Commercial
13	Eugenia Pl	0.80	CPD	GC	16	16	0	Commercial Condos
14	Eugenia Pl	1.88	CPD	GC	35	19	16	Commercial Condos & Commercial
15	Carpinteria Av	2.45	CPD	GC	48	40	8	Commercial
16	Carpinteria Av	0.67	CPD	GC	9	0	9	Commercial & Residential
18	Holly Av; Carpinteria Av	1.47	CPD	GC	28	22	6	Commercial & Residential
20	Palm Av	0.77	CPD	GC	11	0	0	Commercial
21	Carpinteria Av	6.31	M-RP	RDI	125	125	11	Industrial & Vacant
Totals		**79.45**	**n/a**	**n/a**	**1,528**	**1,478**	**50**	

* Assumes 20 dwelling units per acre.

As shown in Table 2, each of the Candidate Opportunity Sites covered by this Addendum is currently zoned either Commercial Planned Development ("CPD") or Industrial/Research Park ("M-RP"). The CPD zoning designation aligns with the corresponding General Commercial ("GC") land use designation; the M-RP zoning

designation aligns with the Research and Development Industrial ("RDI") land use designations. Under the new RMU District, future development of the Sites would include the following:

A. Multifamily residential development and mixed uses at a density of 20 (minimum) to 25 (maximum) dwelling units per acre;

B. Parking and accessory uses (e.g., storage, laundry facilities, private open space, public open space, bike racks, etc.);

C. For sites in the GC land use category: the option to have commercial uses as part of a mixed-use development (except for sites fronting on Linden and Carpinteria Avenues within the downtown "T" (based on Community Design Element Subarea 2a) which would be required to include a commercial use on the ground floor fronting the avenue);

D. For sites in the RDI land use category: the option to have offices and/or research, development, and laboratory uses, as part of a mixed-use development.

Since the commercial/office uses along with some residential uses are already permissible under the Sites' current zone districts and land use designations, the primary changes for the purpose of CEQA analysis are the net addition of the new residential density and accompanying accessory uses.

III. Analysis – Consistency with GP/CLUP

The proposed Project would facilitate the development of housing (and affordable housing, in particular), but would not exceed the buildout anticipated by the City's GP/CLUP and accompanying PEIR. Each of the 17 Candidate Opportunity Sites have a Land Use Designation of either General Commercial ("GC") or Research & Development Industrial ("RDI"). Both of these land use categories currently allow for residential uses in their definitions:

> ***General Commercial (GC)***
> *The GC land use category is characterized by a mixture of retail, wholesale, service and office uses, usually located along major transportation corridors. This category includes a variety of commercial intensities. The Central Business District identifies the downtown commercial area. It is characterized by a variety of offices, retail businesses, specialty shops, entertainment uses, and residential land uses. The City encourages this area to be pedestrian-oriented. (emphasis added)*
>
> ***Research & Development Industrial (RDI)***
> *The RDI land use category is characterized by well-designed groups of office, research and development and light industrial uses. These land uses typically employ a large number of persons, and are attractively designed to be compatible with less intense uses, such as residential. (emphasis added)*

More explicitly, the following specific Land Use objectives and policies demonstrate that the rezones are consistent with the GP/CLUP. (See also the full GP/CLUP Consistency Analysis prepared for the project as Attachment H to the November 25, 2024 City Council Staff Report).

- ***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.*

  Discussion: Site Nos. 8 and 9 are located at the City's eastern edge, but still within the Urban Boundary. Site No. 8 is developed with industrial uses and is adjacent to similar uses to the north and west, with Highway 101 to the south. Site Nos. 5 and 9 are vacant but surrounded by existing residential and/or industrial development on three sides. Mixed-use or residential development of these two Sites would not be considered sprawl given the existing and planned urban uses for the area.

  The remaining 14 Candidate Opportunity Sites are infill sites that are not located near the City's edge. Each is a reasonable walking distance from neighborhood serving uses (e.g., schools, grocery stores, pharmacies, parks, etc.) and from public transit stops. With the application of the Objective Design Standards, the future residential and mixed-use development on these sites would be compatible with the existing small beach town character.

- ***Policy LU-3a****. New development shall occur contiguous to existing developed areas of the city. Higher density in certain residential neighborhoods and for residential uses in commercial districts shall be provided as a means to concentrate development in the urban core consistent with zoning designations, particularly where redevelopment of existing structures is proposed. (emphasis added)*

  Discussion: All 17 Candidate Opportunity Sites are located within existing developed areas of the city. Site No. 21 has the least amount of surrounding development but supports existing industrial uses on half of its surface area and is adjacent to a public park to the west, Highway 101 to the north, offices to the east, and the railroad corridor to the south.

  The RMU Zone would require any new development plans to include medium-density multifamily residential uses. Consistent with this policy, the Project would concentrate development in the City's urban core by focusing on locations with existing commercial/industrial land use designations. It would also prompt redevelopment on most of the Sites, particularly where existing buildings (e.g., office spaces) have seen diminished demand in recent years.

- ***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. (emphasis added)

Discussion: The application of the new RMU Zone to Candidate Opportunity Sites would be directly in response to the changing needs identified in the City's 2023-2031 Housing Element, including the local and regional jobs/housing balance and the incentivization of affordable housing development. The goals of the Housing Element's programs are to:

1) providing diverse housing sites and opportunities;
2) conserving and improving the existing affordable housing stock;
3) removing governmental and other constraints to housing development; and
4) affirmatively furthering fair housing.

- ***Policy LU-6a****. The City may consider and permit mixed use (i.e., residential/commercial or residential/industrial) on parcels designated on Figure LU-1 for commercial or industrial use. Such mixed use may be considered if the City has found that either the allowance would encourage rehabilitation of important existing housing stock, or the residential use of the subject parcel(s) would result in the production of affordable housing in the community, and that mixed use on the site would assist the City in maintaining an appropriate balance between jobs and housing. Mixed-use development shall not be permitted on parcels designated for commercial or industrial use unless it is found by the City to be compatible with existing and anticipated uses in the area surrounding the site. (emphasis added)*

  Discussion: As explained in more detail in the adopted 2023-2031 Housing Element, the City has found that the permitting of mixed-use and residential on parcels designated for commercial and industrial would result in affordable housing production. During the Housing Element Update process, only Candidate Opportunity Sites that were compatible with existing and anticipated uses in the area surrounding the Site were selected. Application of the new RMU Zone to such Sites would enable the City to meet its near-term RHNA obligations.

  This would also help the City to improve and maintain an appropriate jobs-housing balance. As explained in the 2023-2031 RHNA Plan[7], the Santa Barbara County Association of Governments (SBCAG) reviewed the jobs and housing balance of all jurisdictions in Santa Barbara County. The region's growth forecast, which forms the basis for the RHNA, considers areas where there are significant imbalances in jobs and housing and the likelihood of those imbalances changing in the future by applying existing and future jobs. The RHNA Plan includes consideration of existing and projected relationships

[7] Available here: https://www.sbcag.org/wp-content/uploads/2023/08/final_rhna_plan.pdf

between low-wage jobs and lower-income housing. As such, the SBCAG-adopted RHNA methodology includes a jobs housing fit adjustment factor that seeks to house more low-wage workers near higher housing cost areas and encourage zoning for more affordable housing types. The methodology used in the RHNA Plan was based, in part, on the following objective:

> "Promoting an improved intraregional relationship between jobs and housing, including an improved balance between the number of low-wage jobs and the number of housing units affordable to low-wage workers in each jurisdiction."

The RHNA Plan's South-Coast emphasis on an improved jobs housing balance, income parity, and affirmatively furthering fair housing, strives to improve the jobs housing fit between low-wage jobs and the housing needs of low wage workers. The proposed rezoning of Candidate Opportunity Sites in Carpinteria to a new RMU zone would be a significant step toward meeting that goal in the South County.

- ***Policy LU-6b****. The City may consider and permit residential use on a parcel or parcels not designated for such use under certain circumstances. Such residential use may be considered on a parcel or parcels designated for commercial or industrial use if the City has found that either the allowance would encourage rehabilitation of important existing housing stock or the residential use of the subject parcel(s) would result in the production of affordable housing in the community, and that residential use on the site would assist the City in maintaining an appropriate balance between jobs and housing. Residential use shall not be permitted on parcels designated for commercial or industrial use unless it is found by the City to be compatible with existing and anticipated uses in the area surrounding the site. A residential overlay zone district shall be maintained by the city with the purpose of permitting residential development on a parcel or parcels otherwise designated on the official land use and zoning maps of the city for commercial or industrial use. Implementation of the Residential Overlay zone district shall be permissive in nature and shall not be construed to restrict use already allowed in the base zone district. Further, the city shall retain the authority for determining where implementation of the residential overlay zone is appropriate. To encourage retention of local businesses where parcels are already developed for commercial or industrial use, application of the Residential Overlay shall be considered only after mixed use development, as allowed through policy LU-6a above, has been determined by the City to not be appropriate.*

  Discussion: As explained in more detail in the adopted 2023-2031 Housing Element, the City has found that the permitting of mixed-use and residential development on the selected Sites designated for commercial and industrial land uses would result in affordable housing production in the community. The 17 Candidate Opportunity Sites were identified because future mixed-use and

residential development on the selected properties would be compatible with existing uses surrounding the sites (see Housing Element Appendix B, including Site Profiles).

Although a residential overlay district was the preferred method to implement Program 1 in the Housing Element, a recent California court of appeal decision (*Martinez v. City of Clovis* (2023) 90 Cal.App.5th 193) found that a city's reliance on a zoning overlay did not satisfy Housing Element Law. Thus, a new RMU Zoning District has been created to meet the intent of this policy as well as the goals and programs of the Housing Element. The proposed RMU Zone would still be permissive in nature in that it would continue to allow for the uses that are currently permitted in the CPD and M-RP Zones. However, it would require multifamily housing to be included in any future development with incentives to include affordable units in accordance with State law.

Finally, the authority for determining the locations of the new RMU Zone stays with the City Council. City staff recommends that Sites fronting on Linden Avenue and Carpinteria Avenue maintain a commercial component on the ground floor within the downtown "T" (based on Community Design Element Subarea 2a). In any case, the Planning Commission and the City Council will take into consideration whether multifamily residential uses are appropriate for the location prior to rezoning a Candidate Opportunity Site.

IV. CEQA Findings

The PEIR for the City's GP/CLUP was certified in April of 2003. CEQA Guidelines Sections 15162 through 15164 set forth the criteria for determining the appropriate additional environmental documentation, if any, to be completed when there is a previously certified EIR for the project.

CEQA Guidelines, Section 15162(a) and 15163 state that when an EIR has been certified for a project, no Subsequent or Supplemental EIR or Subsequent Negative Declaration shall be prepared for that project unless the lead agency determines, on the basis of substantial evidence in light of the whole public record, one or more of the following:

1. Substantial changes are proposed in the project which will require major revisions of the previous EIR due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects.

2. Substantial changes occur with respect to the circumstances under which the project is undertaken which will require major revisions of the previous EIR due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects.

3. New information of substantial importance, which was not known and could not have been known with the exercise of reasonable diligence at the time the previous EIR was certified as complete, shows any of the following:
    a. The project will have one or more significant effects not discussed in the previous EIR; or
    b. Significant effects previously examined will be substantially more severe than shown in the previously certified EIR; or
    c. Mitigation measures or alternatives previously found not to be feasible would in fact be feasible, and would substantially reduce one or more significant effects of the project, but the project proponents decline to adopt the mitigation measure or alternative; or
    d. Mitigation measures or alternatives which are considerably different from those analyzed in the previous EIR would substantially reduce one or more significant effects on the environment, but the project proponents decline to adopt the mitigation measure or alternative.

CEQA Guidelines, Section 15164(a) states that an Addendum to a previously certified EIR may be prepared if some changes or additions are necessary but none of the conditions described in Section 15162 calling for preparation of a Subsequent or Supplemental EIR have occurred.

The previously certified PEIR evaluated the potential impacts of the City's adoption of the GP/CLUP, including the buildout of the Land Use Map. As described in the Land Use Element, an additional 972 residential units and approximately 196,000 square feet of commercial and research park space was anticipated at buildout of the GP/CLUP. Based on the City's annual reports on the GP/CLUP since 2003, just over half of the anticipated residential units have been built and/or permitted. As such, there is still growth capacity under the existing Plan and corresponding PEIR.

Since the proposal to rezone commercial and light industrial zones under the GC and RDI Designation areas to the new RMU zone would reduce potential for commercial and research park development while increasing potential residential development, a direct comparison of the 2003 anticipated buildout to the new potential buildout is not possible. However, a general comparison can be done.

For example, mixed-use and residential-only developments are already permissible at densities up to 20 dwelling units per acre in the CPD and M-RP zones (i.e., "existing capacity"). The RMU zone would increase density to allow for up to 25 dwelling units per acre. As shown in Table 3 below, the Project would potentially allow for up to 397 more residential units than the existing zoning/capacity. Thus, an additional 397 units would not exceed planned buildout under the existing GP/CLUP. The certified PEIR contemplated the potential impacts associated with the Project, including the full potential build out that had not occurred. Therefore, the Project does not propose substantial changes to the amount of development within the City that was evaluated in the PEIR for the GP/CLUP.

Table 3. Buildout Comparison

Site #	Location	Site Size (ac)	Maximum Units w/Rezone*	Existing Capacity	Increase from Rezones
3	1000 Bega Way	9.68	242	193	49
4	6250 Via Real	8.47	211	169	42
5	6380 Via Real	8.63	215	172	43
6	Cindy Ln; Mark Ave; Rose Ln	10.58	264	211	53
7	Cindy Ln; Via Real	5.51	137	110	27
8	Mark Ave; Cindy Ln	10.02	250	200	50
9	Cindy Ln	4.49	112	89	23
10	5320 Carpinteria Ave	1.08	27	21	6
11	5437 Carpinteria Ave	1.98	49	39	10
12	Eugenia Pl	4.66	116	93	23
13	Eugenia Pl	0.8	20	16	4
14	Eugenia Pl	1.88	47	37	10
15	Carpinteria Ave	2.45	61	49	12
16	Carpinteria Ave	0.67	16	13	3
18	Holly Ave; Carpinteria Ave	1.47	36	29	7
20	Palm Ave	0.77	19	15	4
21	Carpinteria Ave	6.31	157	126	31
Totals		**79.45**	**1,979**	**1,582**	**397**

The proposed Project would not modify the GP/CLUP or its Land Use Map. The future development of the 17 Candidate Opportunity Sites would be infill development that was already planned for under the existing GP/CLUP and analyzed in the PEIR. Further, the proposed Project would serve to implement many of the Land Use Element policies that specifically anticipated the need for mixed-use and residential infill uses in the GC and RDI land use categories.

With the exception of potential agricultural conversion, the previously certified PEIR found that all potential impacts of the GP/CLUP would be less than significant with adherence to the objectives and policies therein.

The proposed Project would not convert any agricultural resources and would not result in any new significant environmental effects, nor would it change the nature or scope of any previously identified impact areas or their mitigation measures. No open space areas or environmentally sensitive areas are proposed to be developed or indirectly impacted. Applicable mitigation measures are included as part of the City's GP/CLUP and would apply to any future development proposals on the parcels affected by the proposed map revisions. Therefore, this Addendum finds the following:

1. The proposed Project will not require any major revisions of the PEIR due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects;
2. There are no substantial changes that have occurred with respect to the circumstances under which the project is undertaken which will require major revisions of the PEIR due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects; and
3. There is no new information of substantial importance, which was not known and could not have been known with the exercise of reasonable diligence at the time the PEIR was certified as complete, showing any of the following:
    a. The project will have one or more significant effects not discussed in the previous EIR or negative declaration;
    b. Significant effects previously examined will be substantially more severe than shown in the previous EIR;
    c. Mitigation measures or alternatives previously found not to be feasible would in fact be feasible, and would substantially reduce one or more significant effects of the project, but the project proponents decline to adopt the mitigation measure or alternative; or
    d. Mitigation measures or alternatives which are considerably different from those analyzed in the previous EIR would substantially reduce one or more significant effects on the environment, but the project proponents decline to adopt the mitigation measure or alternative.

Further, the City will need to process the rezones as a local coastal program amendment ("LCPA") with the California Coastal Commission ("Coastal Commission"). The Coastal Commission will ultimately approve, modify, or deny the LCPA and conduct environmental review under its Certified Regulatory Program pursuant to California Public Resources Code Section 21080.5, CEQA Guidelines Sections 15250-15253, and Public Resources Code Section 30000 et seq. Therefore, while this Addendum is sufficient in itself, an additional level of environmental review will also be conducted by the Coastal Commission.

As identified above, the proposed Project would implement Program 1 of the City's 2023-2031 Housing Element and would involve Zoning Amendments to add a new Residential/Mixed Use (RMU) Zoning District and new Objective Design Standards, and to amend the Zoning Map to rezone up to 17 Candidate Opportunity Sites to RMU. The primary changes from the Project are additional residential density on sites already zoned to permit medium density residential use and mixed use. The proposed Project would not result in any changes to City land use designations or GP/CLUP policies. The changes resulting from the proposed Project do not constitute substantial changes to the GP/CLUP, its circumstances, or include new information of substantial importance. The modifications would not involve substantial changes in the magnitude of impacts identified in the previously certified PEIR and would not create new

potentially significant impacts that would require mitigation. Therefore, none of the circumstances identified in CEQA Guidelines Section 15162(a) are present.

Pursuant to CEQA Guidelines Section 15164, an addendum is the appropriate CEQA document for the Project. There is no substantial evidence in light of the whole public record suggesting that the project would result in significant environmental impacts not otherwise addressed in the previous EIR. Consequently, a subsequent or supplemental EIR is not required.

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ATTACHMENT E

CALIFORNIA COASTAL COMMISSION
SOUTH CENTRAL COAST DISTRICT
89 SOUTH CALIFORNIA ST., SUITE 200
VENTURA, CA 93001
(805) 585-1800

March 19, 2023

Nick Bobroff
Community Development Director
City of Carpinteria
5775 Carpinteria Ave,
Carpinteria, CA 93013

RE: LCP Amendment LCP-4-CPN-24-0066-1 (Housing Element Rezones)

Dear Mr. Bobroff:

On March 14, 2025, the Coastal Commission approved LCP Amendment LCP-4-CPN-24-0066-1, with three suggested modifications. The Commission's resolution of certification is contained in the staff report dated February 27, 2025. The suggested modifications, as approved by the Commission, are attached to this correspondence.

Section 13544 of the Commission's Administrative Regulations requires that after certification the Executive Director of the Commission shall transmit copies of the resolution of certification and any suggested modifications and findings to the governing authority, and any interested persons or agencies. Further, the certification shall not be deemed final and effective until all of the following occur:

(a) The local government with jurisdiction over the area governed by the Local Coastal Program, by action of its governing body: (1) acknowledges receipt of the Commission's resolution of certification, including any terms or modifications suggested for final certification; (2) accepts and agrees to any such terms and modifications; and (3) agrees to issue coastal development permits for the total area included in the certified Local Coastal Program. Unless the local government takes the action described above the Commission's certification with suggested modifications shall expire six months from the date of Commission's action.

(b) The Executive Director of the Commission determines in writing that the local government's action and the notification procedures for appealable development require pursuant to Article 17, Section 2 are legally adequate to satisfy any specific requirements set forth in the Commission's certification order.

(c) The Executive Director reports the determination to the Commission at its next regularly scheduled public meeting as required by the Commission's regulations in order to allow for the amended LCP to be certified in that form (see Section 13544 of the Commission's Administrative Regulations).

(d) Notice of the certification of the Local Coastal Program Amendment shall be filed with the Secretary of Resources Agency for posting and inspection as provided in Public Resources Code Section 21080.5(d)(2)(v).

Please feel free to contact me should you have any questions regarding this matter. The Commission and staff greatly appreciate the City's cooperation and assistance in this matter.

Authorized on behalf of the California Coastal Commission by:

Dr. Kate Hucklebridge
Executive Director

By: Sam Fearer
Coastal Program Analyst

FINAL APPROVED SUGGESTED MODIFICATIONS TO THE PROPOSED LCP AMENDMENT

LCP Amendment No. LCP-4-CPN-24-0066-1 (Housing Element Rezones)

Existing language of the certified Implementation Plan/Coastal Zoning Ordinance is shown in straight type. Language proposed to be added by the City of Carpinteria in this amendment is shown underlined. Language proposed to be deleted by the City of Carpinteria in this amendment is shown as ~~strikethrough~~. Language approved by the Commission to be modified is shown in double underline and ~~double strikethrough~~.

Suggested Modification No. 1

Section 14.51.020 shall be modified as follows:

B. In the case of conflict between this Chapter and other regulations of Title 14 - Zoning, the objective standards established by this Chapter shall prevail~~.~~, except as outlined in Section 14.51.020(C).

C. All residential and mixed-use development subject to this Chapter shall comply with the objective design standards of this Chapter as well as all other applicable objective standards and policies, and all applicable policies and provisions of the Local Coastal Program.

1. Exception. Applicants may request concessions, incentives, or waivers of development standards pursuant to Chapter 14.77 (Density Bonus Program).
2. Conflicting Standards. If there is any conflict between the objective standards set forth in this Chapter and any existing City or State objective standards, the more restrictive objective standards shall apply.
3. Coastal Resource Protection. Where compliance with only the objective standards of this Local Coastal Program is required under state housing law for a proposed residential or mixed-use development and where an applicable coastal resource protection policy or provision of this Local Coastal Program contains objective and subjective components, the objective portion(s) shall apply such that adverse impacts to coastal resources shall be avoided.

Suggested Modification No. 2

Section 14.04.030 shall be modified as follows:

Section 14.04.030 – Applicability.

The provisions of this title shall apply to all development in the city with the exception of the following:

a. Any development for which the city's regulation of the same is preempted or precluded by any valid state or federal law, rule or regulation and then only to the extent of such preemption or preclusion;

b. Any regulation or provision contained in this title preempted or precluded by any valid state or federal law, rules or regulation and then only to the extent of such preemption or preclusion.

Where compliance with only the objective standards of this Local Coastal Program is required under state housing law for a proposed residential or mixed-use development and where an applicable coastal resource protection policy or provision of this Local Coastal Program contains objective and subjective components, the objective portion(s) shall apply such that adverse impacts to coastal resources shall be avoided. Within five years of [DATE OF ORDINANCE EFFECTIVE DATE], the City will apply for a Local Coastal Program amendment to incorporate coastal resource protection and hazard minimization development standards that are objective standards to ensure that qualifying projects subject to only the objective standards of this Local Coastal Program under state housing laws are consistent with the Coastal Act. The Local Coastal Program amendment to incorporate such standards shall be developed in coordination with Coastal Commission staff. Nothing in this paragraph, including, without limitation, the five-year deadline to apply for a Local Coastal Program amendment, shall provide rights to third parties or the public to challenge the City's Local Coastal Program.

Suggested Modification No. 3

Section 14.19.030 shall be modified as follows:

Section 14.19.030 – Processing.

D. Once a final decision of approval, conditional approval (if applicable), or denial is issued by the Planning Director or Planning commission, as applicable, the notice of final action shall be provided within ~~five working~~seven calendar days to the Executive Director of the Coastal Commission and to any interested parties who requested notice in writing.

Director's Determination that the Board of Supervisors' action in accepting the suggested modifications approved by the Commission for this LCP Amendment is legally adequate. If the Board of Supervisors does not accept the suggested modifications within six months of the Commission's action, then the LCP amendment remains uncertified and not effective.

C. Public Participation

Section 30503 of the Coastal Act requires the provision of maximum opportunities for public input in preparation, approval, certification and amendment of any LCP. The City held a series of public hearings on this amendment. The hearings were duly noticed consistent with the provisions of Section 13515 of Title 14 of the California Code of Regulations. Notice of the Coastal Commission's consideration of the subject amendment has been distributed to all known interested parties.

II. STAFF RECOMMENDATION, MOTIONS, AND RESOLUTIONS FOR THE IMPLEMENTATION PLAN/COASTAL ZONING ORDINANCE (IP/CZO) AMENDMENT

Following public hearing, staff recommends the Commission adopt the following resolutions and findings. The appropriate motion to introduce each resolution and a staff recommendation is provided.

A. DENIAL OF THE IMPLEMENTATION PLAN/COASTAL ZONING ORDINANCE AMENDMENT AS SUBMITTED

MOTION I:

I move that the Commission reject City of Carpinteria Implementation Plan/Coastal Zoning Ordinance Amendment No. LCP-4-CPN-24-0066-1 as submitted.

STAFF RECOMMENDATION OF REJECTION:

Staff recommends a **YES** vote. Passage of this motion will result in denial of the Implementation Plan/Coastal Zoning Ordinance Amendment as submitted and adoption of the following resolution and findings. The motion passes only by an affirmative vote of a majority of the Commissioners present.

RESOLUTION TO DENY AS SUBMITTED:

The Commission hereby **denies** certification of the Implementation Plan/Coastal Zoning Ordinance Amendment No. LCP-4-CPN-24-0066-1 as submitted by the City of Carpinteria, and adopts the findings set forth below on grounds that the Implementation Plan Amendment, as submitted, does not conform with, and is inadequate to carry out, the provisions of the certified Land Use Plan. Certification of the Implementation Plan amendment would not meet the requirements of the California Environmental Quality Act, as there are feasible alternatives and mitigation measures that would substantially lessen

the significant adverse impacts on the environment that will result from certification of the Implementation Plan Amendment as submitted.

B. CERTIFICATION OF THE IMPLEMENTATION PLAN/COASTAL ZONING ORDINANCE AMENDMENT IF MODIFIED

MOTION II:

I move that the Commission certify City of Carpinteria Implementation Plan/Coastal Zoning Ordinance Amendment No. LCP-4-CPN-24-0066-1 if it is modified as suggested in this staff report.

STAFF RECOMMENDATION TO CERTIFY WITH SUGGESTED MODIFICATIONS:

Staff recommends a **YES** vote. Passage of this motion will result in certification of the amendment with suggested modifications and adoption of the following resolution and findings. The motion passes only by an affirmative vote of a majority of the Commissioners present.

RESOLUTION TO CERTIFY WITH SUGGESTED MODIFICATIONS:

The Commission hereby **certifies** the City of Carpinteria Implementation Plan/Coastal Zoning Ordinance Amendment No. LCP-4-CPN-24-0066-1, if modified as suggested, and adopts the findings set forth below on grounds that the Implementation Plan Amendment with the suggested modifications conforms with, and is adequate to carry out, the provisions of the certified Land Use Plan. Certification of the Implementation Plan Amendment, if modified as suggested, complies with the California Environmental Quality Act, because either 1) feasible mitigation measures and/or alternatives have been incorporated to substantially lessen any significant adverse effects of the Implementation Plan Amendment on the environment, or 2) there are no further feasible alternatives or mitigation measures that would substantially lessen any significant adverse impacts which the land use plan amendment may have on the environment.

III. SUGGESTED MODIFICATIONS

Staff recommends the Commission certify the proposed IP/CZO amendment, with three (3) suggested modifications as shown below. Existing language of the certified Implementation Plan/Coastal Zoning Ordinance is shown in straight type. Language proposed to be added by the City of Carpinteria in this amendment is shown underlined. Language proposed to be deleted by the City of Carpinteria in this amendment is shown as ~~strikethrough~~. Language recommended by Commission staff to be inserted is shown in double underline. Language recommended by Commission staff to be deleted is shown in ~~double strikethrough~~.

Suggested Modification No. 1

Section 14.51.020 shall be modified as follows:

B. In the case of conflict between this Chapter and other regulations of Title 14 - Zoning, the objective standards established by this Chapter shall prevail~~.~~, except as outlined in Section 14.51.020(C).

C. All residential and mixed-use development subject to this Chapter shall comply with the objective design standards of this Chapter as well as all other applicable objective standards and policies, and all applicable policies and provisions of the Local Coastal Program.

1. Exception. Applicants may request concessions, incentives, or waivers of development standards pursuant to Chapter 14.77 (Density Bonus Program).

2. Conflicting Standards. If there is any conflict between the objective standards set forth in this Chapter and any existing City or State objective standards, the more restrictive objective standards shall apply.

3. Coastal Resource Protection. Where compliance with only the objective standards of this Local Coastal Program is required under state housing law for a proposed residential or mixed-use development and where an applicable coastal resource protection policy or provision of this Local Coastal Program contains objective and subjective components, the objective portion(s) shall apply such that adverse impacts to coastal resources shall be avoided.

Suggested Modification No. 2

Section 14.04.030 shall be modified as follows:

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b. Any regulation or provision contained in this title preempted or precluded by any valid state or federal law, rules or regulation and then only to the extent of such preemption or preclusion.

Where compliance with only the objective standards of this Local Coastal Program is required under state housing law for a proposed residential or mixed-use development and where an applicable coastal resource protection policy or provision of this Local

Coastal Program contains objective and subjective components, the objective portion(s) shall apply such that adverse impacts to coastal resources shall be avoided. Within five years of [DATE OF ORDINANCE EFFECTIVE DATE], the City will apply for a Local Coastal Program amendment to incorporate coastal resource protection and hazard minimization development standards that are objective standards to ensure that qualifying projects subject to only the objective standards of this Local Coastal Program under state housing laws are consistent with the Coastal Act. The Local Coastal Program amendment to incorporate such standards shall be developed in coordination with Coastal Commission staff. Nothing in this paragraph, including, without limitation, the five-year deadline to apply for a Local Coastal Program amendment, shall provide rights to third parties or the public to challenge the City's Local Coastal Program.

Suggested Modification No. 3

Section 14.19.030 shall be modified as follows:

Section 14.19.030 – Processing.

D. Once a final decision of approval, conditional approval (if applicable), or denial is issued by the Planning Director or Planning commission, as applicable, the notice of final action shall be provided within ~~five working~~seven calendar days to the Executive Director of the Coastal Commission and to any interested parties who requested notice in writing.

ATTACHMENT F

Print Form

Notice of Exemption

Appendix E

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

County Clerk
County of: Santa Barbara
105 East Anapamu Street
Santa Barbara, CA 93011

From: (Public Agency): City of Carpinteria
5775 Carpinteria Ave
Carpinteria, CA 93013
(Address)

Project Title: 24-2279-ORD/LCPA Zoning Amendments and LCP Amendment LCP-4-CPN-24-0066-1

Project Applicant: City of Carpinteria, Community Development Department

Project Location - Specific:
Citywide

Project Location - City: Carpinteria Project Location - County: Santa Barbara

Description of Nature, Purpose and Beneficiaries of Project:
Local Coastal Program (LCP) Amendment for Zoning Amendment Project No. 24-2279-ORD/LCPA to Implement Program 1 of the 2023-2032 Housing Element.

Name of Public Agency Approving Project: City of Carpinteria

Name of Person or Agency Carrying Out Project: City of Carpinteria, Community Development Department

Exempt Status: **(check one):**

- ☐ Ministerial (Sec. 21080(b)(1); 15268);
- ☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));
- ☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- ☐ Categorical Exemption. State type and section number: _____
- ☒ Statutory Exemptions. State code number: CEQA Guidelines Sec. 15265 / PRC Sec. 21080.9

Reasons why project is exempt:

California Public Resources Code Section 21080.9 and CEQA Guidelines Section 15265 exempt local government from environmental review under CEQA in connection with its activities and approvals necessary for the preparation and adoption of a local coastal program and amendments thereto. The proposed Project is an approval of a local coastal program amendment, and thus is exempt from CEQA. Additionally, the Coastal Commission adopted a certified regulatory program containing the necessary environmental review for the Project (Public Resources Code Section 21080.5). Notwithstanding the foregoing, the City also prepared an addendum to the certified 2003 Coastal Land Use Plan/General Plan EIR to analyze potential impacts of this Project.

Lead Agency Contact Person: Mindy Fogg Area Code/Telephone/Extension: 805-755-4408

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: Mindy Fogg Date: 04/14/2025 Title: Principal Planner

▪ Signed by Lead Agency Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: _____

Agenda Section: Other Business
Agenda Item No.: 13
Council Meeting Date: April 14, 2025

City of Carpinteria

COUNCIL AGENDA STAFF REPORT

ITEM FOR COUNCIL CONSIDERATION

Update Budget and Fiscal Policy to include a 2-Year Budget.

STAFF RECOMMENDATION

Approve and adopt Resolution No. 6387, updating the Budget and Fiscal Policy.

Sample Motion: I move to Adopt Resolution No. 6387, approving the Budget and Fiscal Policy.

BACKGROUND

The City of Carpinteria's Budget and Fiscal Policies guide the development of a structurally sound and transparent financial plan. These policies are reviewed and updated periodically to reflect best practices, improve clarity, and support long-range planning objectives.

As part of this review, staff is proposing the addition of three new sections (D, E, and F) under the *Budget Purpose and Organization* section of the policy. These additions codify the City's approach to two-year budgeting, clarify budget adoption procedures, and define the treatment of operating carryovers between fiscal years.

To assist in the Council's review, the following documents are included with this report:

- Attachment A – Resolution No. 6387: Formal resolution to adopt the revised Budget and Fiscal Policy.

  Attachment B – Budget and Fiscal Policy (Redline): A track changes version showing additions to the current policy.

Staff presented the proposed policy additions to the City Council Budget/Finance Committee on March 27, 2025. The Committee reviewed the updates and supported their advancement to the full City Council for consideration.

DISCUSSION

The following new sections have been added:

Section D – Two-Year Budget

Establishes the City's use of a biennial (two-year) budget, emphasizing long-range planning and improved program management. Benefits include:

- Strategic financial and operational planning
- Greater forecasting accuracy
- Enhanced performance measurement
- Increased efficiency and cost savings

By adopting a two-year framework, the City can take a more holistic, outcome-driven approach to budgeting.

Section E – Second-Year Budget

Outlines the process for reviewing and adopting appropriations for the second year of the budget cycle. Prior to the start of year two, the City Council will conduct a Mid-Cycle Budget Review to evaluate fiscal changes and program status, and approve updated appropriations as necessary. Essentially, our budget review and development process will be unchanged; however, there will be no need to create a new budget document.

Section F – Operating Carryover

Authorizes the City Manager to approve the carryover of unspent operating appropriations from the first fiscal year into the second, typically for multi-year or strategic projects, ensuring continuity without requiring reappropriation by the Council.

These additions reinforce the City's long-term fiscal planning model, streamline internal budget procedures, and improve policy alignment with existing practices.

POLICY CONSISTENCY

The addition of Sections D, E, and F to the Budget Purpose and Organization is consistent with the City's commitment to responsible fiscal management and long-range financial planning. Together, these additions strengthen the City's ability to plan, allocate, and monitor resources effectively over a two-year horizon.

FINANCIAL CONSIDERATIONS

There is no direct fiscal impact from adopting these policy additions. The revisions provide administrative and procedural clarity that will support more effective budget planning and implementation.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

None.

PRINCIPAL PARTIES EXPECTED AT MEETING

None.

ATTACHMENTS

Attachment A: Resolution No. 6387

Attachment B: Budget and Fiscal Policy (Redline)

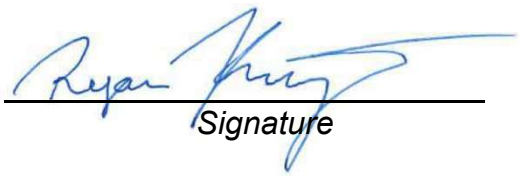
Staff contact:

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



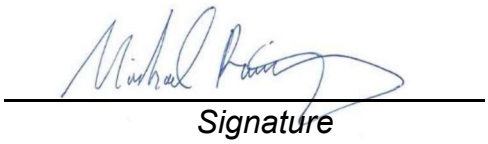
Signature

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



Signature

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



Signature

ATTACHMENT A

RESOLUTION NO. 6387

RESOLUTION NO. 6387

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA ADOPTING AN UPDATED THE BUDGET AND FISCAL POLICIES INCLUDING NEW SECTIONS UNDER BUDGET PURPOSE AND ORGANIZATION

WHEREAS, the City Council of the City of Carpinteria has established Budget and Fiscal Policies to guide the development, adoption, and administration of a responsible and transparent financial plan; and

WHEREAS, these policies are reviewed and updated periodically to reflect best practices, long-range financial planning goals, and evolving operational needs; and

WHEREAS, City staff has proposed updates to the *Budget Purpose and Organization* section of the City's Budget and Fiscal Policy, including the addition of three new sections:

- **Section D: Two-Year Budget**, establishing a biennial budget model to support strategic planning, performance management, and forecasting;

- **Section E: Second Year Budget**, outlining the City Council's mid-cycle review and appropriation approval process for the second fiscal year of the budget cycle; and

- **Section F: Operating Carryover**, providing procedures for the City Manager to authorize carryover of unspent operating appropriations from the first fiscal year to the second; and

WHEREAS, the Budget and Fiscal Policies was last adopted per Resolution No. 6330 on June 24, 2024; and

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

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

SECTION 2. The Budget and Fiscal Policies, attached herein as Exhibit 1 and incorporated by reference, shall be modified as shown to reflect the recommended updates.

PASSED, APPROVED AND ADOPTED on April 14, 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 April 14, 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: Master Fee Schedule

EXHIBIT 1 TO RESOLUTION NO. 6387

BUDGET PURPOSE AND ORGANIZATION

A. **Balanced Budget.** The City will maintain a balanced budget. This means that:

1. Operating revenues should fully cover operating expenditures, including debt service.

2. Ending fund balance must meet minimum policy levels or other target levels established by the Council for the fiscal year.

Under this policy, it is allowable for total expenditures and uses to exceed revenues and other sources in a given year; however, in this situation, beginning fund balance should only be used to fund capital improvement plan projects or other "one-time," non-recurring expenditures. (See *Fund Balance and Reserves* policy for other circumstances when it would be appropriate to use beginning fund balance.)

B. **Budget Objectives.** Through its Budget, the City will link resources with goals and results by:

1. Identifying community needs for essential services.

2. Organizing the programs required to provide these essential services.

3. Describing programs and activities performed in delivering services.

4. Proposing objectives for improving the delivery of program services.

5. Identifying and appropriating the resources required to perform program activities and accomplish program objectives.

C. **Measurable Objectives.** The Budget will establish measurable program objectives and allow reasonable time to accomplish those objectives.

D. **Two-Year Budget**. The City will use a two-year Budget, emphasizing long-range planning and effective program management. Benefits of a two-year Budget include:

1. Improved Long-Term Planning
   - Allows cities to take a more strategic approach to financial and operational planning.
   - Provides a broader perspective on revenue and expenditure trends, making it easier to align funding with multi-year projects.
2. Encourages a Performance-Based Approach
   - Allows more time to measure and evaluate program effectiveness.
   - Departments can focus on long-term outcomes rather than short-term spending adjustments.
3. Greater Financial Stability and Predictability

- A biennial budget forces cities to take a longer-term approach to financial forecasting, helping decision-makers anticipate and plan for fluctuations in revenue (e.g., property taxes, sales taxes, tourism revenue).
- By forecasting potential deficits over two years rather than one, cities can spread cost-saving measures over a longer timeframe, avoiding drastic cuts in any single year.

4. Increase Efficiency and Reduced Administrative Burden
   - Budget development is a time-consuming process; a two-year cycle reduces the frequency of budget preparation, allowing staff to focus more on policy implementation and service delivery.
5. Potential Cost Savings
   - Reduces costs associated with frequent budget development, such as staff time and consulting expenses.
   - Minimizes inefficiencies related to short-term funding cycles.

E. **Second Year Budget.** Before the beginning of the second year of the two-year cycle, City Council will review progress during the first year via a Mid-Cycle Budget that focuses on fiscal changes from the Two-Year Budget; and approve appropriations for the second fiscal year.

F. **Operating Carryover.** Operating program appropriations not spent during the first fiscal year may be carried over for specific purposes – typically multi-year projects - into the second fiscal year with the approval of the City Manager.

G. **Budget Adoption by Resolution.** The City's annual Budget is adopted by Resolution. If the Budget is not approved prior to the end of the fiscal year, the Preliminary Budget, except for capital outlays, becomes the City's interim budget until the new budget is adopted.

H. **Goal Status Reports.** The status of major program objectives will be formally reported to the Council on an ongoing, periodic basis.

I. **Mid-Year Budget Reviews.** The Council will formally review the City's fiscal condition, and amend appropriations, if necessary, based on six months of results and emerging trends since the beginning of the fiscal year.

Status: In Compliance. *These practices are either in place or the Council has adopted a budget process and document for 2025-26 that meets these policy objectives. However, linking resources to outcomes and measuring performance will always be a work in progress, with ongoing improvements.*

REVENUE MANAGEMENT

A. **Current Revenues for Current Uses; One-Time Revenues for One-Time Purposes.** The City will make all current expenditures with current revenues, avoiding procedures that balance current budgets by postponing needed expenditures, accruing future revenues or rolling over short-term debt. The City will avoid using one-time revenues to fund ongoing program costs.

B. **Revenue Distribution.** The Council recognizes that generally accepted accounting principles for state and local governments discourage the "earmarking" of General Fund revenues, and accordingly, the practice of designating General Fund revenues for specific programs should be minimized in the City's management of its fiscal affairs. In those cases where it does occur, the basis and methodology for earmarking should be clearly articulated in the City's Budget and Fiscal Policies.

C. **Grant Management.** Intergovernmental assistance in the form of grants and loans will be used to finance only:

1. Capital improvements that are consistent with capital improvement plan (CIP) priorities and can be maintained and operated over time.
2. Technological upgrades or enhancements.
3. Capital acquisition items.
4. Operating programs which either can be sustained over time or have a limited horizon.
5. Other areas as determined by the Council to be in the best interest of the City.

D. **Interfund Transfers and Loans.** In order to achieve important public policy goals, the City has established various special revenue and capital project funds to account for revenues whose use should be restricted to certain activities. Accordingly, each fund exists as a separate financing entity from other funds, with its own revenue sources, expenditures and fund balance.

Any transfers between funds are clearly set forth in the Budget and can only be made by the Administrative Services Director in accordance with the adopted budget. These transfers, under which financial resources are transferred from one fund to another, are distinctly different from interfund borrowings, which are usually made for temporary cash flow reasons, and are not intended to result in a transfer of financial resources by the end of the fiscal year.

In summary, interfund transfers result in a change in fund balance; interfund borrowings do not, as the intent is to repay the loan in the near term.

From time-to-time, interfund borrowings may be appropriate; however, these are subject to the following criteria in ensuring that the fiduciary purpose of the fund is met:

1. The Administrative Services Director is authorized to approve temporary interfund borrowings for cash flow purposes whenever the cash shortfall is expected to be resolved within 60 days. The most common use of interfund borrowing under this circumstance is for grant programs, where costs are often incurred before drawdowns are initiated and received. However, receipt of funds is typically received shortly after the request for funds has been made.

2. Any other interfund borrowings for cash flow or other purposes require case-by-case approval by the Council.

3. Any transfers between funds where reimbursement is not expected within one fiscal year shall be recorded under one of the following options:

a. Where the terms and conditions of repayment are uncertain, they should not be recorded as interfund loans but as interfund transfers that affect fund balance by moving financial resources from one fund to another. In this case, the intent to repay should be documented in the Budget or via Resolution.

b. Where repayment is more certain, long-term loans may be recorded as such; and in accordance with generally accepted accounting principles, their balance will be recorded as non-spendable fund balance. In this case, the terms and conditions of loan repayment, including need for the loan, source of repayment funds, interest rate (if any) and amortized repayment schedule, should be documented via Resolution.

Status: In Compliance. *These practices are in place or the Council has adopted a budget process and document for 2025-26 that meets these policy objectives. There are currently no long-term interfund loans.*

MINIMUM FUND BALANCE AND RESERVES

A. Reserve for Fiscal Stability, Cash Flow and Contingencies

The City will strive to maintain a minimum General Fund unrestricted balance (less encumbrances and reappropriation carryovers) of at least 40% of operating and debt service expenditures plus subsidy transfers to other funds for fiscal stability, cash flow and contingencies such as economic downturns, catastrophic events and unforeseen operating or capital needs. This target is based on financial management best practices and industry standards, including the risk assessment methodology for setting reserve levels developed by the Government Finance Officers Association of the United States and Canada (GFOA) in adequately addressing:

1. Economic uncertainties, local disasters, public heath crises and other financial hardships or downturns in the local or national economy.
2. Contingencies for unseen operating or capital needs, including strategic investment opportunities.
3. Unfunded liabilities such as pensions and retiree health obligations.
4. Dependency of other funds on the General Fund.
5. Institutional changes, such as State budget takeaways and unfunded mandates.
6. Cash flow requirements.

Whenever the City's General Fund unrestricted balance falls below this target, the City will strive to restore reserves to this level within five years. As revenues versus expenditures begin moving in a positive direction, the City will allocate at least half to reserve restoration, with the balance available to fund asset replacements, unfunded liabilities, capital improvement projects, service level restorations or new operating programs.

Circumstances where taking reserves below policy levels would be appropriate include responding to the risks that reserves are intended to mitigate, such as:

1. Meeting cash flow needs during the fiscal year.
2. Closing a projected short-term revenue-expenditure gap.
3. Responding to unexpected expenditure requirements or revenue shortfalls.
4. Making investments in unfunded liability reductions, economic development and revenue base improvements, productivity improvements and similar strategic opportunities that will strengthen City revenues, reduce future costs or achieve "one-time" high-priority City goals.
5. Where a forecast shows an ongoing structural gap: providing a strategic bridge to the future by providing time to develop and implement thoughtful solutions.

On the other hand, the City should avoid using reserves to fund ongoing costs or projected systemic "gaps." Stated simply, reserves can only be used once, so their use should be restricted to one-time (or short-term) uses.

B. **General Reserve**. This reserve is maintained at a level of $1,000,000 with interest earned on that balance segregated for use at the Council's direction.

C. **Major Asset Replacement and Repair Reserve**. Similar to the General Reserve Fund, this reserve is maintained at a level of $1,000,000 with interest earned segregated for use in the Council's discretion.

D. **Future Capital Project or Other Long-Term Goal Assignments or Commitments.** The Council may also commit or assign specific General Fund balance levels above the reserve targets above for fleet, facility, technology and equipment replacements; major repairs; future development of capital projects, unfunded liabilities and similar policy commitments and assignments for future purposes and long-term goals that it determines to be in the best interests of the City.

E. **Other Commitments and Assignments.** In addition to the minimum targets noted above, unrestricted fund balance levels will be sufficient to meet funding requirements for programs or projects approved in prior years which are carried forward into the new year; debt service reserve requirements; commitments for encumbrances; and other restrictions, commitments or assignments required by contractual obligations, state law or generally accepted accounting principles.

Status: In Compliance. *The 2025-26 Budget projects that the ending reserve will meet or exceed policy minimums.*

FINANCIAL REPORTING AND BUDGET ADMINISTRATION

A. **Annual Reporting.** The City will prepare annual financial statements as follows:

1. In accordance with best practices and industry standards, the City will contract for an annual audit by a qualified independent certified public accountant. The City will strive for an unqualified auditors' opinion.

2. The City will use generally accepted accounting principles (GAAP) in preparing its annual financial statements. The Administrative Services Director is authorized to establish Accounting Policies as needed to conform with GAAP. The City will strive to meet the requirements of the GFOA's Award for Excellence in Financial Reporting program by issuing an Annual Comprehensive Financial Report.

3. The City will issue audited financial statements within 180 days after year-end.

4. Unexpended operating appropriations lapse at year, provided however that encumbrance balances will be carried-over and reappropriated into the following fiscal year. Project-length budgets are adopted for capital projects and accordingly unexpended/unencumbered balances will be carried over and reappropriated into the following fiscal year.

B. **Interim Reporting.** The City will prepare and issue timely interim reports on the City's fiscal status to the Council and staff. This includes on-line access for authorized users to the City's financial management system; monthly reports to program managers; more formal quarterly reports to the Council and Department Heads; mid-year budget reviews; and interim annual reports.

C. **Budget Administration.** The Council may amend or supplement the budget at any time after its adoption by majority vote of the Council members. Council approval is required for all new appropriations from fund balance. The City Manager has the authority to make administrative adjustments to the budget as long as those changes will not have a significant policy impact nor affect budgeted year-end fund balances.

D. **Agenda Report Review**. A Fiscal Impact Statement will be provided with each staff report submitted to the Council as part of the agenda packet.

Status: In Compliance. *These practices are in place.*

HUMAN RESOURCE MANAGEMENT

A. **Regular Staffing**

1. Unless otherwise approved by the Council to achieve one-time budgetary savings, the budget will fully appropriate the resources needed for authorized regular staffing and will limit programs to the regular staffing authorized.

2. Regular employees will be the core work force and the preferred means of staffing ongoing, year-round program activities that should be performed by full-time City employees rather than independent contractors or temporary employees. The City will strive to provide competitive compensation and benefit schedules for its authorized regular workforce. Each regular employee will:

   a. Fill an authorized regular position.

   b. Receive salary and benefits consistent with labor agreements or other compensation plans.

3. To manage the growth of the regular workforce and overall staffing costs, the City will follow these procedures:

   a. The Council will authorize all regular positions.

   b. Human Resources will coordinate and approve the hiring of all regular and temporary employees.

   c. All requests for additional regular positions will include evaluations of:

      - The necessity, term and expected results of the proposed activity.
      - Staffing and materials costs including salary, benefits, equipment, uniforms, clerical support and facilities.
      - The ability of temporary staff, overtime, private industry or other government agencies to provide the proposed service.
      - Additional revenues or cost savings that may be realized.

B. **Temporary Staffing**

1. The hiring of temporary employees will not be used as an incremental method for expanding the City's regular workforce.

2. Temporary employees include all employees other than regular employees, elected officials and volunteers. Temporary employees will generally augment regular City staffing as extra-help employees, seasonal employees, contract employees, interns and work-study assistants.

3. The City Manager and Department Heads will encourage the use of temporary rather than regular employees to meet peak workload requirements, fill interim vacancies and accomplish tasks where less than full-time, year-round staffing is required. Under this guideline, temporary employee hours will generally not exceed 50% of a regular, full-time position (1,000 hours annually). There may be limited circumstances where the use of temporary employees on an ongoing basis in excess of this target may be appropriate due to unique programming or staffing requirements. However, any such exceptions must be approved by the City Manager based on the review and recommendation of the Human Resources Administrator.

4. Contract employees are defined as temporary employees with written contracts approved by the City Manager who may receive approved benefits depending on hourly requirements and the length of their contract. Contract employees will generally be used for medium-term (generally between six months and two years) projects, programs or activities requiring specialized or augmented levels of staffing for a specific period.

   The services of contract employees will be discontinued upon completion of the assigned project, program or activity. Accordingly, contract employees will not be used for services that are anticipated to be delivered on an ongoing basis.

5. Temporary staffing costs are limited by the approved Budget for these positions.

C. Overtime Management

1. Overtime should be used only when necessary and when other alternatives are not feasible or cost effective.

2. All overtime must be pre-authorized by the department head or delegate unless it is assumed pre-approved by its nature. For example, overtime that results when an employee is assigned to standby and/or must respond to an emergency or complete an emergency response.

3. Departmental operating budgets should reflect anticipated annual overtime costs and departments will regularly monitor overtime use and expenditures.

4. When considering the addition of regular or temporary staffing, the use of overtime as an alternative will be considered. The department will consider:

   a. The duration that additional staff resources may be needed.
   b. The cost of overtime versus the cost of additional staff.
   c. The skills and abilities of current staff.
   d. Training costs associated with hiring additional staff.
   e. The impact of overtime on existing staff.

D. **Private Sector Independent Contractors**

Private sector independent contractors are not City employees. They may be used in two situations:

1. Short-term, peak workload assignments to be accomplished using personnel contracted through an outside temporary employment agency (OEA). In this situation, it is anticipated that City staff will closely monitor the work of OEA employees and minimal training will be required. However, they will always be considered the employees of the OEA and not the City. All placements through an OEA will be coordinated through Human Resources and subject to the approval of the Human Resources Administrator.

2. Construction of public works projects and delivery of operating, maintenance or specialized professional services (such as attorneys, architects, fiscal advisors, bond counsel, engineers, scientists and other consultants) not routinely performed by City employees. Such services will be provided without close supervision by City staff, and the required methods, skills and equipment will generally be determined and provided by the contractor. Contract awards will be guided by the City's purchasing policies and procedures.

Status: In Compliance. *These procedures are in place.*

ATTACHMENT B

BUDGET AND FISCAL POLICY (REDLINE)

BUDGET PURPOSE AND ORGANIZATION

A. **Balanced Budget.** The City will maintain a balanced budget. This means that:

1. Operating revenues should fully cover operating expenditures, including debt service.

2. Ending fund balance must meet minimum policy levels or other target levels established by the Council for the fiscal year.

Under this policy, it is allowable for total expenditures and uses to exceed revenues and other sources in a given year; however, in this situation, beginning fund balance should only be used to fund capital improvement plan projects or other "one-time," non-recurring expenditures. (See *Fund Balance and Reserves* policy for other circumstances when it would be appropriate to use beginning fund balance.)

B. **Budget Objectives.** Through its Budget, the City will link resources with goals and results by:

1. Identifying community needs for essential services.

2. Organizing the programs required to provide these essential services.

3. Describing programs and activities performed in delivering services.

4. Proposing objectives for improving the delivery of program services.

5. Identifying and appropriating the resources required to perform program activities and accomplish program objectives.

C. **Measurable Objectives.** The Budget will establish measurable program objectives and allow reasonable time to accomplish those objectives.

D. **Two-Year Budget**. The City will use a two-year Budget, emphasizing long-range planning and effective program management. Benefits of a two-year Budget include:

1. Improved Long-Term Planning
   - Allows cities to take a more strategic approach to financial and operational planning.
   - Provides a broader perspective on revenue and expenditure trends, making it easier to align funding with multi-year projects.
2. Encourages a Performance-Based Approach
   - Allows more time to measure and evaluate program effectiveness.
   - Departments can focus on long-term outcomes rather than short-term spending adjustments.
3. Greater Financial Stability and Predictability

- A biennial budget forces cities to take a longer-term approach to financial forecasting, helping decision-makers anticipate and plan for fluctuations in revenue (e.g., property taxes, sales taxes, tourism revenue).
- By forecasting potential deficits over two years rather than one, cities can spread cost-saving measures over a longer timeframe, avoiding drastic cuts in any single year.

4. Increase Efficiency and Reduced Administrative Burden
   - Budget development is a time-consuming process; a two-year cycle reduces the frequency of budget preparation, allowing staff to focus more on policy implementation and service delivery.
5. Potential Cost Savings
   - Reduces costs associated with frequent budget development, such as staff time and consulting expenses.
   - Minimizes inefficiencies related to short-term funding cycles.

E. **Second Year Budget.** Before the beginning of the second year of the two-year cycle, City Council will review progress during the first year via a Mid-Cycle Budget that focuses on fiscal changes from the Two-Year Budget; and approve appropriations for the second fiscal year.

F. **Operating Carryover.** Operating program appropriations not spent during the first fiscal year may be carried over for specific purposes – typically multi-year projects - into the second fiscal year with the approval of the City Manager.

~~C.~~

~~D.~~G. **Budget Adoption by Resolution.** The City's annual Budget is adopted by Resolution. If the Budget is not approved prior to the end of the fiscal year, the Preliminary Budget, except for capital outlays, becomes the City's interim budget until the new budget is adopted.

~~E.~~H. **Goal Status Reports.** The status of major program objectives will be formally reported to the Council on an ongoing, periodic basis.

~~F.~~I. **Mid-Year Budget Reviews.** The Council will formally review the City's fiscal condition, and amend appropriations, if necessary, based on six months of results and emerging trends since the beginning of the fiscal year.

Status: In Compliance. *These practices are either in place or the Council has adopted a budget process and document for 2024-24 that meets these policy objectives. However, linking resources to outcomes and measuring performance will always be a work in progress, with ongoing improvements.*

REVENUE MANAGEMENT

A. **Current Revenues for Current Uses; One-Time Revenues for One-Time Purposes.** The City will make all current expenditures with current revenues, avoiding procedures that balance current

budgets by postponing needed expenditures, accruing future revenues or rolling over short-term debt. The City will avoid using one-time revenues to fund ongoing program costs.

B. **Revenue Distribution.** The Council recognizes that generally accepted accounting principles for state and local governments discourage the "earmarking" of General Fund revenues, and accordingly, the practice of designating General Fund revenues for specific programs should be minimized in the City's management of its fiscal affairs. In those cases where it does occur, the basis and methodology for earmarking should be clearly articulated in the City's Budget and Fiscal Policies.

C. **Grant Management.** Intergovernmental assistance in the form of grants and loans will be used to finance only:

1. Capital improvements that are consistent with capital improvement plan (CIP) priorities and can be maintained and operated over time.
2. Technological upgrades or enhancements.
3. Capital acquisition items.
4. Operating programs which either can be sustained over time or have a limited horizon.
5. Other areas as determined by the Council to be in the best interest of the City.

D. **Interfund Transfers and Loans.** In order to achieve important public policy goals, the City has established various special revenue and capital project funds to account for revenues whose use should be restricted to certain activities. Accordingly, each fund exists as a separate financing entity from other funds, with its own revenue sources, expenditures and fund balance.

Any transfers between funds are clearly set forth in the Budget and can only be made by the Administrative Services Director in accordance with the adopted budget. These transfers, under which financial resources are transferred from one fund to another, are distinctly different from interfund borrowings, which are usually made for temporary cash flow reasons, and are not intended to result in a transfer of financial resources by the end of the fiscal year.

In summary, interfund transfers result in a change in fund balance; interfund borrowings do not, as the intent is to repay the loan in the near term.

From time-to-time, interfund borrowings may be appropriate; however, these are subject to the following criteria in ensuring that the fiduciary purpose of the fund is met:

1. The Administrative Services Director is authorized to approve temporary interfund borrowings for cash flow purposes whenever the cash shortfall is expected to be resolved within 60 days. The most common use of interfund borrowing under this circumstance is for grant programs, where costs are often incurred before drawdowns are initiated and received. However, receipt of funds is typically received shortly after the request for funds has been made.

2. Any other interfund borrowings for cash flow or other purposes require case-by-case approval by the Council.

3. Any transfers between funds where reimbursement is not expected within one fiscal year shall be recorded under one of the following options:

   a. Where the terms and conditions of repayment are uncertain, they should not be recorded as interfund loans but as interfund transfers that affect fund balance by moving financial resources from one fund to another. In this case, the intent to repay should be documented in the Budget or via Resolution.

   b. Where repayment is more certain, long-term loans may be recorded as such; and in accordance with generally accepted accounting principles, their balance will be recorded as non-spendable fund balance. In this case, the terms and conditions of loan repayment, including need for the loan, source of repayment funds, interest rate (if any) and amortized repayment schedule, should be documented via Resolution.

Status: In Compliance. *These practices are in place or the Council has adopted a budget process and document for 2024-25 that meets these policy objectives. There are currently no long-term interfund loans.*

MINIMUM FUND BALANCE AND RESERVES

A. Reserve for Fiscal Stability, Cash Flow and Contingencies

The City will strive to maintain a minimum General Fund unrestricted balance (less encumbrances and reappropriation carryovers) of at least 40% of operating and debt service expenditures plus subsidy transfers to other funds for fiscal stability, cash flow and contingencies such as economic downturns, catastrophic events and unforeseen operating or capital needs. This target is based on financial management best practices and industry standards, including the risk assessment methodology for setting reserve levels developed by the Government Finance Officers Association of the United States and Canada (GFOA) in adequately addressing:

1. Economic uncertainties, local disasters, public heath crises and other financial hardships or downturns in the local or national economy.

2. Contingencies for unseen operating or capital needs, including strategic investment opportunities.

3. Unfunded liabilities such as pensions and retiree health obligations.

4. Dependency of other funds on the General Fund.

5. Institutional changes, such as State budget takeaways and unfunded mandates.

6. Cash flow requirements.

Whenever the City's General Fund unrestricted balance falls below this target, the City will strive to restore reserves to this level within five years. As revenues versus expenditures begin moving in a positive direction, the City will allocate at least half to reserve restoration, with the balance available to fund asset replacements, unfunded liabilities, capital improvement projects, service level restorations or new operating programs.

Circumstances where taking reserves below policy levels would be appropriate include responding to the risks that reserves are intended to mitigate, such as:

1. Meeting cash flow needs during the fiscal year.

2. Closing a projected short-term revenue-expenditure gap.

3. Responding to unexpected expenditure requirements or revenue shortfalls.

4. Making investments in unfunded liability reductions, economic development and revenue base improvements, productivity improvements and similar strategic opportunities that will strengthen City revenues, reduce future costs or achieve "one-time" high-priority City goals.

5. Where a forecast shows an ongoing structural gap: providing a strategic bridge to the future by providing time to develop and implement thoughtful solutions.

On the other hand, the City should avoid using reserves to fund ongoing costs or projected systemic "gaps." Stated simply, reserves can only be used once, so their use should be restricted to one-time (or short-term) uses.

B. **General Reserve**. This reserve is maintained at a level of $1,000,000 with interest earned on that balance segregated for use at the Council's direction.

C. **Major Asset Replacement and Repair Reserve**. Similar to the General Reserve Fund, this reserve is maintained at a level of $1,000,000 with interest earned segregated for use in the Council's discretion.

D. **Future Capital Project or Other Long-Term Goal Assignments or Commitments.** The Council may also commit or assign specific General Fund balance levels above the reserve targets above for fleet, facility, technology and equipment replacements; major repairs; future development of capital projects, unfunded liabilities and similar policy commitments and assignments for future purposes and long-term goals that it determines to be in the best interests of the City.

E. **Other Commitments and Assignments.** In addition to the minimum targets noted above, unrestricted fund balance levels will be sufficient to meet funding requirements for programs or projects approved in prior years which are carried forward into the new year; debt service reserve requirements; commitments for encumbrances; and other restrictions, commitments or assignments required by contractual obligations, state law or generally accepted accounting principles.

Status: In Compliance. *The 2024-25 Budget projects that the ending reserve will meet or exceed policy minimums.*

FINANCIAL REPORTING AND BUDGET ADMINISTRATION

A. **Annual Reporting.** The City will prepare annual financial statements as follows:

1. In accordance with best practices and industry standards, the City will contract for an annual audit by a qualified independent certified public accountant. The City will strive for an unqualified auditors' opinion.

2. The City will use generally accepted accounting principles (GAAP) in preparing its annual financial statements. The Administrative Services Director is authorized to establish Accounting Policies as needed to conform with GAAP. The City will strive to meet the requirements of the GFOA's Award for Excellence in Financial Reporting program by issuing an Annual Comprehensive Financial Report.

3. The City will issue audited financial statements within 180 days after year-end.

4. Unexpended operating appropriations lapse at year, provided however that encumbrance balances will be carried-over and reappropriated into the following fiscal year. Project-length budgets are adopted for capital projects and accordingly unexpended/unencumbered balances will be carried over and reappropriated into the following fiscal year.

B. **Interim Reporting.** The City will prepare and issue timely interim reports on the City's fiscal status to the Council and staff. This includes on-line access for authorized users to the City's financial management system; monthly reports to program managers; more formal quarterly reports to the Council and Department Heads; mid-year budget reviews; and interim annual reports.

C. **Budget Administration.** The Council may amend or supplement the budget at any time after its adoption by majority vote of the Council members. Council approval is required for all new appropriations from fund balance. The City Manager has the authority to make administrative adjustments to the budget as long as those changes will not have a significant policy impact nor affect budgeted year-end fund balances.

D. **Agenda Report Review**. A Fiscal Impact Statement will be provided with each staff report submitted to the Council as part of the agenda packet.

Status: In Compliance. *These practices are in place.*

HUMAN RESOURCE MANAGEMENT

A. **Regular Staffing**

1. Unless otherwise approved by the Council to achieve one-time budgetary savings, the budget will fully appropriate the resources needed for authorized regular staffing and will limit programs to the regular staffing authorized.

2. Regular employees will be the core work force and the preferred means of staffing ongoing, year-round program activities that should be performed by full-time City employees rather than independent contractors or temporary employees. The City will strive to provide competitive compensation and benefit schedules for its authorized regular workforce. Each regular employee will:

   a. Fill an authorized regular position.

   b. Receive salary and benefits consistent with labor agreements or other compensation plans.

3. To manage the growth of the regular workforce and overall staffing costs, the City will follow these procedures:

   a. The Council will authorize all regular positions.

   b. Human Resources will coordinate and approve the hiring of all regular and temporary employees.

   c. All requests for additional regular positions will include evaluations of:

      - The necessity, term and expected results of the proposed activity.
      - Staffing and materials costs including salary, benefits, equipment, uniforms, clerical support and facilities.
      - The ability of temporary staff, overtime, private industry or other government agencies to provide the proposed service.
      - Additional revenues or cost savings that may be realized.

B. **Temporary Staffing**

1. The hiring of temporary employees will not be used as an incremental method for expanding the City's regular workforce.

2. Temporary employees include all employees other than regular employees, elected officials and volunteers. Temporary employees will generally augment regular City staffing as extra-help employees, seasonal employees, contract employees, interns and work-study assistants.

3. The City Manager and Department Heads will encourage the use of temporary rather than regular employees to meet peak workload requirements, fill interim vacancies and accomplish tasks where less than full-time, year-round staffing is required. Under this guideline, temporary employee hours will generally not exceed 50% of a regular, full-time position (1,000 hours annually). There may be limited circumstances where the use of temporary employees on an ongoing basis in excess of this target may be appropriate due to unique programming or staffing requirements. However, any such exceptions must be approved by the City Manager based on the review and recommendation of the Human Resources Administrator.

4. Contract employees are defined as temporary employees with written contracts approved by the City Manager who may receive approved benefits depending on hourly requirements and the length of their contract. Contract employees will generally be used for medium-term (generally between six months and two years) projects, programs or activities requiring specialized or augmented levels of staffing for a specific period.

   The services of contract employees will be discontinued upon completion of the assigned project, program or activity. Accordingly, contract employees will not be used for services that are anticipated to be delivered on an ongoing basis.

5. Temporary staffing costs are limited by the approved Budget for these positions.

C. Overtime Management

1. Overtime should be used only when necessary and when other alternatives are not feasible or cost effective.

2. All overtime must be pre-authorized by the department head or delegate unless it is assumed pre-approved by its nature. For example, overtime that results when an employee is assigned to standby and/or must respond to an emergency or complete an emergency response.

3. Departmental operating budgets should reflect anticipated annual overtime costs and departments will regularly monitor overtime use and expenditures.

4. When considering the addition of regular or temporary staffing, the use of overtime as an alternative will be considered. The department will consider:

   a. The duration that additional staff resources may be needed.
   b. The cost of overtime versus the cost of additional staff.
   c. The skills and abilities of current staff.
   d. Training costs associated with hiring additional staff.
   e. The impact of overtime on existing staff.

D. **Private Sector Independent Contractors**

Private sector independent contractors are not City employees. They may be used in two situations:

1. Short-term, peak workload assignments to be accomplished using personnel contracted through an outside temporary employment agency (OEA). In this situation, it is anticipated that City staff will closely monitor the work of OEA employees and minimal training will be required. However, they will always be considered the employees of the OEA and not the City. All placements through an OEA will be coordinated through Human Resources and subject to the approval of the Human Resources Administrator.

2. Construction of public works projects and delivery of operating, maintenance or specialized professional services (such as attorneys, architects, fiscal advisors, bond counsel, engineers, scientists and other consultants) not routinely performed by City employees. Such services will be provided without close supervision by City staff, and the required methods, skills and equipment will generally be determined and provided by the contractor. Contract awards will be guided by the City's purchasing policies and procedures.

Status: In Compliance. *These procedures are in place.*

Agenda Section: Other Business
Agenda Item No.: 14
Council Meeting Date: April 14, 2025

City of Carpinteria

COUNCIL AGENDA STAFF REPORT

ITEM FOR COUNCIL CONSIDERATION

Adoption of Resolution No. 6385, concerning the formation of the Ad Hoc E-Conveyance Committee, and appointment of up to two Council members to the Committee.

STAFF RECOMMENDATION

Receive nominations and appoint two Council members to serve on Ad Hoc E-Conveyance Committee to assist staff with developing program recommendations for City Council consideration.

Sample Motion: I move to adopt Resolution No. 6385, as read by title only, approving the formation of the Ad Hoc E-Conveyance Committee to include Council members ___ and ___.

BACKGROUND

The establishment of a formal Ad Hoc E-Conveyance Committee has become necessary in response to the growing number of collisions involving cyclists, drivers, and pedestrians within the City. On March 4, 2025, the City Council held a special meeting to discuss the issue with local stakeholders: including: Carpinteria Unified School District, Santa Barbara County Sheriff's Department, California State Parks, Move SB, Assemblymember Hart's office, and a representative from the Carpinteria Open Space Management Advisory Board (COSMAB). The meeting focused on fostering community engagement and promoting safe practices for all parties (e.g., cyclists, drivers, etc.), ensuring that everyone is informed and equipped to share the streets and sidewalks safely.

The purpose of this agenda matter is for the City Council to consider forming the Ad Hoc E-Conveyance Committee to work with City staff and agency representatives to develop program recommendations for City Council consideration. Staff has prepared draft Resolution No. 6385 (Attachment A), which, if adopted, would establish the Committee.

DISCUSSION

The Ad Hoc E-Conveyance Committee may encompass a variety of elements and activities. Some of the potential program components discussed at the Special City

Council Meeting on March 4, 2025, included: a comprehensive communications campaign to engage both drivers and cyclists, an update to the City's Municipal Code to address improper bike and e-bike usage through citations, and collaboration on additional programs and initiatives aimed at enhancing active transportation safety across the City. Of particular importance are initiatives focused on educating both e-bike riders and drivers on safe practices to reduce collisions and improve overall road safety. This initiative aligns with the goals and strategies outlined in the City's Local Road Safety Plan, which emphasizes the need for comprehensive, community-driven safety solutions

Given the complexity of program elements, staffing, and budget considerations, careful planning and input from key stakeholders will be essential to ensure the program's design, viability, and long-term sustainability.

By adopting Resolution 6385, the City Council would initiate a process similar to past efforts used to explore new programs and services. Recent examples of Ad Hoc committees established by the Council to facilitate stakeholder engagement and develop recommendations for its consideration include the Senior Services Planning Committee and Harbor Seals Advisory Committee.

Formation of an Ad Hoc Committee

The City Council from time to time finds it beneficial to form a committee of its membership to address a particular subject or work matter and to make related recommendations to the City Council. Based on the current staff recommendation, staff has prepared Resolution No. 6385, which proposes formation of the Ad Hoc E-Conveyance Committee. The following section summarizes the proposed type of committee, membership, and roles and responsibilities as set forth in Resolution No. 6385.

Type of committee. Staff is proposing that the committee be formed as an Ad hoc committee, which allows the committee to move forward expeditiously and with greater flexibility in scheduling meetings than a standing committee or a meeting involving a quorum of the Council.

Membership. An Ad hoc committee would consist of less than a quorum of City Council members. Because the City Council has five members, the Ad hoc Committee would include no more than two City Councilmembers. As part of the resolution under consideration, staff is requesting the City Council appoint up to two councilmembers to the committee. As proposed, the Committee could also invite stakeholders and/or members of the public to join it on an informal basis but not as Committee members.

Roles and Responsibilities. As contemplated in the attached resolution, the Committee would be tasked with assisting staff to develop program recommendations for City Council consideration. Any committee formed by the City Council would report recommendations to the City Council for deliberation and final action.

Term. Staff proposes the Committee work be completed and the committee dissolved upon making its final program recommendations to the City Council but no later than December 31, 2025, unless extended by action of the City Council.

POLICY CONSISTENCY

The formation of committees on discrete matters determined by the City Council to require additional study and recommendations is consistent with its authority and its interest in efficient, transparent, and accountable local government decision-making.

FINANCIAL CONSIDERATIONS

If approved, it is anticipated that the work of the Committee will be supported by City staff with no immediate additional cost to the City. However, depending on the outcomes and recommendations brought forth to Council by the Committee, there may be additional financial considerations to assess. Any proposed changes or financial impacts will be presented to the Council body for approval before moving forward.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

The City Council from time-to-time finds it beneficial to form committees from its membership to address a particular subject or work matter and to make recommendations to the City Council. When consisting of less than a quorum of the Council, e.g., two members, such committees are considered "Ad hoc" and are not subject to certain Brown Act requirements, including opening meetings to members of the public. Once an "Ad hoc" committee's prescribed work is complete, it dissolves automatically without the need for further action by the City Council. Legal Counsel is available to advise on Brown Act compliance at this meeting as well as during the operations of the Committee.

OPTIONS

1. Adopt Resolution No. 6385, approving the formation of the Ad Hoc E-Conveyance Committee and appoint two Council Members to the Committee.

2. Decline to form the Committee and direct staff as appropriate.

PRINCIPAL PARTIES EXPECTED AT MEETING

None.

ATTACHMENTS

A. Resolution No. 6385

Staff contact:
Juliza Briones, Program Manager
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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

ATTACHMENT A

Resolution No. 6385

RESOLUTION NO. 6385

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA CREATING THE AD-HOC E-CONVEYANCE COMMITTEE

WHEREAS, The City Council from time to time finds it beneficial to form a committee of its membership in order to address a particular subject or work matter and to make related recommendations to the City Council; and

WHEREAS, the establishment of a formal Ad Hoc E-Conveyance Committee is necessary due to the increasing number of collisions involving cyclists, drivers, and pedestrians within the City, with the goal of promoting safe practices and fostering community engagement to improve safety for all parties; and

WHEREAS this committee is a collaborative effort between the City and local stakeholders, including: Carpinteria Unified School District, Santa Barbara County Sheriff's Department, Move Santa Barbara, and others, and will focus on educating cyclists, e-bike riders, and drivers on safe practices, while also addressing road and sidewalk rules, and considering program components such as a communications campaign and updates to the City's Municipal Code; and

WHEREAS, the Ad Hoc E-Conveyance Committee's work aligns with the goals of the City's Local Road Safety Plan, which emphasizes community-driven safety solutions and the importance of enhancing active transportation safety to reduce collisions and improve overall road safety.

NOW, THEREFORE, BE IT RESOLVED as follows:

SECTION 1. The above recitals are true and correct.

SECTION 2. The City Council hereby creates the Ad Hoc E-Conveyance Committee consisting of Councilmembers _____ and _____.

SECTION 3. The Ad-Hoc E-Conveyance Committee shall have the following roles and responsibilities: (a) raise awareness and educate the public on safe practices for e-bike cyclists, drivers, and pedestrians; (b) collaborate with key stakeholders to recommend and support the development of safety initiatives, including communication campaigns and policy updates; and (c) evaluate the effectiveness of initiatives and report findings to the City Council for further action.

SECTION 4. The Ad-Hoc E-Conveyance Committee shall be dissolved upon completion of its work, but no later than December 31, 2025.

PASSED, APPROVED AND ADOPTED on April 14, 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 Ordinance was duly and regularly introduced and adopted at a regular meeting of the City Council of the City of Carpinteria held on April 14, 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

Agenda Section: Other Business
Agenda Item No.: 15
Council Meeting Date: April 14, 2025

City of Carpinteria

COUNCIL AGENDA STAFF REPORT

ITEM FOR COUNCIL CONSIDERATION

Approve and adopt Resolution No. 6384, updating the Parks, Recreation and Community Services Department Program & Facility Fee Schedule

STAFF RECOMMENDATION

1. Receive and file the Parks, Recreation and Community Services Fee Study.

2. Approve and adopt Resolution No. 6384, updating the Parks, Recreation and Community Services Department Program & Facility Fee Schedule as set forth in Exhibit 1.

BACKGROUND

In 2023, the City entered into an agreement with Revenue & Cost Specialists, LLC (RCS) to prepare a Cost-of-Service Study (Study) and assist in updating the City's Master Fee Schedule[1]. In reference to Parks, Recreation and Community Services (PRCS) fees (referred to collectively in the report as "community services fees"), the study stated that the "City is not limited to cost recovery for program and rental fees, as the only limit is what the market is willing to pay." The study suggested that fee levels for community services are best set at the delivery point based on a flexible and market-based pricing model. It also stated that community services dollars are highly sensitive to overall market and economic conditions as it is a service that competes for discretionary income. Finally, it stated that pricing for class programs and related facility rentals can be set at market rate and consumer valued pricing levels subject to policy-defined discount and subsidy levels. It was suggested that the City Council should develop a policy as to what programs should be subsidized with tax monies in promoting social benefit, and to what extent.

On April 22, 2024 the City Council adopted resolution 6316, approving the City's Master Fee Schedule[2], which at the time only included some PRCS fees. No updates were made to PRCS fees at that time as the department was in the process of conducting an internal

[1] https://carpinteria.granicus.com/GeneratedAgendaViewer.php?view_id=2&clip_id=1339
[2] https://carpinteria.granicus.com/GeneratedAgendaViewer.php?view_id=2&clip_id=1429

Market Fee Study. One increase was implemented in the summer of 2024 for the Junior Lifeguard program to account for staffing costs related to the program. The purpose of the Market Fee Study was to gather data and develop recommendations for City Council consideration at a future meeting.

As part of the analysis, staff reviewed parks and recreation fees from several agencies, while also recognizing that amenities and program offerings may vary (e.g., BBQ/picnic areas may differ in size, amenities, and associated fees). Surveyed cities included Goleta, Ventura, Santa Barbara, Lompoc, Santa Maria, Oxnard, Solvang, and others.

The purpose of this agenda item is for the City Council to consider approval of the updated Parks, Recreation and Community Services Department Program & Facility Fee Schedule (Exhibit 1).

Discussion

Two primary funds were analyzed, as they include revenue-generating programs and associated expenses for the PRCS Department:

- **Recreation Services Fund**: Managed by PRCS, this fund includes revenues and expenses related to Aquatics, the Veterans Memorial Building, the Community Garden, and Parks and Recreation Administration.

- **Parks Maintenance Fund**: Primarily managed by the Public Works Department, this fund covers the costs of maintaining City parks.

The data analyzed is from Fiscal Year 2023–2024, when the analysis began. Although there have been some incremental changes since then, overall revenues, expenses, and program fees remain largely unchanged. One exception is AgeWell programming, which began during this fiscal year and was not in operation for a full 12 months. For this program, data from 6 months of FY 23-24 (January – June) and 6 months of FY24-25 (July – December) was used for the analysis.

PRCS Department and Parks & Facilities Maintenance Cost Recovery Overview

- **Revenue:** $1,318,142.18
- **Expenses:** $2,588,952.44
- **Cost Recovery Rate:** 49%
- **General Fund Subsidy:** $1,424,074.76 (51%)

While Library and AgeWell programs are included in the overview above, they were excluded from the fee-based program and rental analysis (below) as there is currently no cost to participate in those programs.

Fee-Based Program and Rental Analysis

- **Revenue:** $509,809
- **Expenses:** $1,017,610
- **Cost Recovery Rate:** 50%
- **General Fund Subsidy:** $507,801.00 (50%)

Aquatics programs and pool maintenance are the largest expense in the Recreation Services Fund; however, pool programs also generate the most revenue with 45% cost recovery. The Community Garden has 32% cost recovery, and the Veterans Memorial Building recovers 44% of its costs. The Beach Services program achieves nearly full cost recovery, with Junior Lifeguards and Boathouse rentals covering nearly all related expenses (primarily staffing costs).

Community Pool Analysis

- **Revenue**: $294,926
- **Expenses**: $656,487
- **Cost Recovery Rate**: 45%
- **General Fund Subsidy**: $361,561

Staffing accounts for the largest expense ($455,199), followed by maintenance and utilities ($171,455). Pool fees in Carpinteria are generally in line with those charged by nearby agencies, however, it was noted that the rental fees charged to Carpinteria Unified School District are lower than fees charged to other facility renters.

Veterans Memorial Building (Vets Hall) Analysis

- **Revenue:** $48,743
- **Expenses:** $109,765 (includes staffing and contract services)
- **Cost Recovery Rate:** 44%
- **General Fund Subsidy:** $61,022

Current rental rates in Carpinteria are significantly lower than the average rates observed in surveyed cities — approximately half as much. This suggests considerable potential for increasing rental rates and service levels. Increasing rental rates could generate additional revenue to enhance janitorial services and improve maintenance. However, with the expansion of AgeWell and Library programming, Vets Hall availability for revenue-generating use is reduced.

Community Garden Analysis

- **Revenue:** $7,237
- **Expenses:** $22,365 (primarily staffing and janitorial costs)
- **Cost Recovery Rate:** 32%
- **General Fund Subsidy:** $15,128

Carpinteria's monthly garden plot fee is higher than most surveyed cities; however, some cities require a deposit for garden plots.

Rental Contracts and Leases

In addition to the hourly rental fees for Veterans Hall, the City maintains various contracts and leases for ongoing use of Veterans Hall, parks, and other locations. These agreements include:

- **Farm Cart Organics** – $128.60 per month ($1,543 annually); a 1.5% monthly service fee applies to any outstanding balance for each 30-day period if payment is late.
- **Jazzercise** – $18.20 per class, paid monthly.
- **Penelope's Sno Balls** – $2,299.98 per year, plus 50% of gross proceeds from any PRCS-sponsored special events; a 1.5% monthly service fee applies to any outstanding balance for each 30-day period if payment is late.
- **County of Public Health** – $547 per month for shared use of a staff office and break room on the Veterans Hall campus.

Parks Maintenance Fund Analysis

The Parks Maintenance Fund supports park upkeep. Expenses vary based on park size and amenities. Revenues are generated through BBQ/picnic rentals, special events, field rentals and the Parks Maintenance Tax.

- **Revenue:** $243,241
- **Expenses:** $590,494
- **Cost Recovery Rate:** 41.2%
- **General Fund Subsidy:** $347,254

Recommendations

Below is a summary of staff recommendations, additional details are included as part of this staff report as Exhibit 1 of Resolution No. 6384.

BBQ/Picnic Rentals

- Carpinteria's BBQ/picnic rental fees are among the lowest compared to surveyed cities.
  - Current rate: ~$1.40 per person
  - Surveyed average: $2.34 per person
- A gradual fee increase could help offset maintenance costs but would have minimal impact on closing the revenue-expense gap.
- Staff are exploring the addition of larger gathering spaces in parks (e.g., El Carro Park) to:
  - Support community events
  - Enhance rental revenue
- **Recommendation:**
  - Remove $10 jumper fee and increase all BBQ/Picnic Rentals to $45

Field Rentals

- Current rates are comparable to other cities.
- The City does not charge local youth nonprofit groups (e.g., Little League, AYSO) for field use.
    - These groups assist with basic maintenance, reducing City costs.
- **Recommendation:**
    - Increase adult and for-profit use including camps, clinics from $27.50 per hour per field to $35 per hour per field.
    - Engage local youth nonprofits to establish and formalize agreements for field use, maintenance responsibilities and facility rentals (e.g. storage, concessions at El Carro Park).

Veterans Hall Rentals

- Veterans Hall rental fees are on the lower end compared to surveyed cities.
    - The comparison did not account for facility conditions, amenities, or outdoor spaces.
- Current rental structure:
    - Separate fees for the Hall, Kitchen, Reception Room, and Courtyard
    - Many renters use all areas regardless of reservation status
- Potential adjustments:
    - Consolidating rental fees into a single rate covering all areas
    - Establishing a separate “Hall Only” rate for ongoing user groups (e.g., church services)
- Availability and usage:
    - Private rentals for the community are currently limited to Saturday afternoons/evenings
    - Sundays fully booked for church services
    - Weekday use includes Jazzercise, AgeWell programs, and other City-sponsored activities
- Increasing rental revenue could support:
    - Expanded janitorial services (currently limited to 2-3 times per week)
    - Estimated cost for 7-day janitorial services: $27,363/year (vs. current $15,636/year)
    - Future maintenance, repairs, and upgrades
- **Recommendation:**
    - Hall Hourly Rental:
        - Current: $58/hour
        - Proposed: $75/hour; $35 for non-profits
    - New Venue Fee (Hall, Kitchen, Reception & Courtyard):
        - Current: $122/hour
        - Proposed: $175/hour; $88 for non-profits
    - Meeting Room:
        - Current: $39/hour

        - Proposed: $49/hour; $25 for non-profits
    - Staffing Fee:
        - $25/person per hour
        - Subject to COLA adjustment
    - Check Processing Fee:
        - New Fee: $5 per reservation

Aquatics Fees (Community Pool & Beach)

- Fees for aquatics programs (e.g., lap swim, swim lessons) are in line with market rates.
- Carpinteria Unified School District (CUSD) currently rents a significant portion of the pool for high school aquatics. Staff recommend a gradual increase to CUSD rental fees to bring them closer to the general public rental rate charged for activities such as swim meets and SCUBA programs.
- Key challenge: Recruiting and retaining qualified staff (lifeguards, swim instructors, beach lifeguards).
    - Higher wages may be needed to attract and retain staff.
    - Raising wages would widen the revenue-expense gap.
- To offset costs, the City could implement gradual fee increases over the next few years to:
    - Ensure financial sustainability
    - Maintain high-quality services
- **Recommendations**:
    - CUSD Exclusive Facility Use:
        - Current: $200/hour
        - Proposed: $220/hour
    - CUSD Partial Use (5 lanes):
        - Current: $100/hour
        - Proposed: $110/hour
    - CUSD Additional Lane Rental:
        - Current: $25/hour
        - Proposed: $28/hour
    - Facility Rentals – Exclusive Use:
        - Current: $2,000/day
        - Proposed: Remove all-day rate

Skate Park Special Event Fee

- **Recommendations**
    - Skate Park – Special Event (Per Hour)
        - Current Fee: *None*
        - Proposed Fee: $150.00
    - Skate Park Pavilion – Party/Special Event (Per Day)
        - Current Fee: None
        - Proposed Fee: $75.00

        - Note: New fee for pavilion use only (not exclusive use of the entire park)

    - Skate Park Pavilion Deposit– Party/Special Event (Per Event)

        - Current Fee: None
        - Proposed Fee: $100.00
        - Note: Refundable damage deposit

Community Garden Fees Recommendations

- **Recommendation**:

    - Implement a $50 refundable deposit for community gardeners

Moving forward, City staff will revise the PRCS Program & Facility Fee Schedule on an annual basis as part of the Master Fee Schedule. If approved, the effective date of the current and proposed PRCS Program & Facility Fee Schedule is July 1, 2025.

POLICY CONSISTENCY

The proposed actions align with the City's Fiscal Year 2024/25 Annual Work Plan, specifically Primary Goal #3: “Take Steps to Address the Fiscal Sustainability of the City.”

While the City aims for 100% cost recovery for most fees, PRCS fees are often set below this target. The City Council may consider directing staff to develop a formal cost recovery policy for these fees, which could then be adopted by the Council.

FINANCIAL CONSIDERATIONS

No Additional Funding Requested. Minimal staff time to prepare the report is included in the Adopted FY 2024-25 Budget. City Council approval of this action would establish a Parks, Recreation and Community Services Department Program & Facility Fee Schedule effective July 1st of Fiscal Year 2025-2026.

Currently, PRCS fees are based on market conditions and are structured as a public service to City residents. These programs are significantly subsidized by the General Fund.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

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

OPTIONS

1. Receive and file the Parks, Recreation and Community Services Fee Study.

2. Approve and adopt Resolution No. 6384, updating the Parks, Recreation and Community Services Department Program & Facility Fee Schedule as set forth in Exhibit 1.

3. Do not approve and adopt Resolution No. 6384, and provide direction to staff as needed.

PRINCIPAL PARTIES EXPECTED AT MEETING

There are no principal parties expected at the meeting.

Attachments

A. Parks, Recreation and Community Services Department Program & Facility Fee Schedule
B. Parks, Recreation & Community Services Fee Study Presentation
C. Resolution No. 6384

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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

ATTACHMENT A

Parks, Recreation and Community Services Department
Program & Facility Fee Schedule

Parks, Recreation and Community ServicesDepartment Program & Facility Fee Schedule

				Current Fees						Proposed Fees	
Division	**Facility**	**Program**	**Item**	**Rate**	**Base Price**	**Senior (65+)**	**Youth (<13)**	**Sibling**	**Non Profit**	**Recommendation**	**Notes**
Aquatics	Pool	Aerobics	Day Pass	Per Day	$ 10.00	$ 8.00					
Aquatics	Pool	Aerobics	10 Class Punch card	Per 10 Visit	$ 90.00	$ 75.00					
Aquatics	Pool	Aerobics	Monthly Membership	Per Month	$ 90.00	$ 80.00					
Aquatics	Pool	Aerobics	Annual Membership	Per Year	$ 900.00	$ 750.00					
Aquatics	Pool	Rec Swim	Day Pass	Per Day	$ 7.00	$ 5.00	$ 5.00				
Aquatics	Pool	Rec Swim	10 Visits Punch card	Per 10 Visit			$ 45.00				
Aquatics	Pool	Rec Swim	25 Visits Punch card	Per 25 Visit			$ 95.00				
Aquatics	Pool	Lap Swim	Day Pass	Per Day	$ 7.00	$ 5.00	$ 5.00				
Aquatics	Pool	Lap Swim	10 Visits Punch card	Per 10 Visit	$ 64.00	$ 60.00	$ 45.00				
Aquatics	Pool	Lap Swim	25 Visits Punch card	Per 25 Visit	$ 125.00	$ 95.00	$ 95.00				
Aquatics	Pool	Lap Swim	Monthly Membership	Per Month	$ 55.00	$ 50.00					
Aquatics	Pool	Lap Swim	Annual Membership	Per Year	$ 725.00	$ 575.00					
Aquatics	Pool	Masters	Day Pass	Per Day	$ 10.00	$ 8.00					
Aquatics	Pool	Masters	10 Class Punch card	Per 10 Visit	$ 90.00	$ 75.00					
Aquatics	Pool	Masters	Monthly Membership	Per Month	$ 90.00	$ 80.00					
Aquatics	Pool	Masters	Annual Membership	Per Year	$ 900.00	$ 750.00					
Aquatics	Pool	Swim Lessons	Group (10x30min)	Per Session	$ 100.00						$10 per child per lesson
Aquatics	Pool	Swim Lessons	Group (4x30min)	Per Session	$ 40.00						$10 per child per lesson
Aquatics	Pool	Swim Lessons	Semi-Private (4x30min)	Per Session	$ 160.00						
Aquatics	Pool	Swim Lessons	Private (4x30min)	Per Session	$ 160.00						$40 per child per 30 min
Aquatics	Pool	CAC Swim	Copper	Per Month			$ 100.00	$ 90.00			
Aquatics	Pool	CAC Swim	Bronze	Per Month			$ 100.00	$ 90.00			
Aquatics	Pool	CAC Swim	Silver	Per Month			$ 120.00	$ 110.00			
Aquatics	Pool	CAC Swim	Gold	Per Month			$ 120.00				
Aquatics	Pool	CAC Polo	Polo 12U	Per Month			$ 120.00	$ 110.00			
Aquatics	Pool	CAC Polo	Polo 14U	Per Month			$ 120.00	$ 110.00			
Aquatics	Pool	CAC	Access Pass (10 visits)	Per 10			$ 90.00			Remove	No longer an option
Aquatics	Pool	CUSD	Swim Lessons	Per Student	$ 5.00						
Aquatics	Pool	CUSD	Exclusive Facility Use	Per Hour	$ 200.00					$ 220.00	10% increase
Aquatics	Pool	CUSD	Partial Use (5 lanes)	Per Hour	$ 100.00					$ 110.00	10% increase
Aquatics	Pool	CUSD	Additional Lane Rental	Per Hour	$ 25.00					$ 28.00	12% increase
Aquatics	Pool	Equipment Rental	Locker (Large)	Per Month	$ 10.00						
Aquatics	Pool	Equipment Rental	Locker (Large)	Per Year	$ 108.00						
Aquatics	Pool	Equipment Rental	Locker (Medium)	Per Month	$ 7.50						
Aquatics	Pool	Equipment Rental	Locker (Medium)	Per Year	$ 90.00						
Aquatics	Pool	Equipment Rental	Locker (Small)	Per Month	$ 5.00						
Aquatics	Pool	Equipment Rental	Locker (Small)	Per Year	$ 72.00						
Aquatics	Pool	Facility Rentals	General Public (1 lane)	Per 30min	$ 17.50						
Aquatics	Pool	Facility Rentals	General Public (1 lane)	Per Hour	$ 35.00						
Aquatics	Pool	Facility Rentals	Exclusive Facility Use	Per Hour	$ 300.00						
Aquatics	Pool	Facility Rentals	Exclusive Facility Use	Per Day	$ 2,000.00						Recommend removing all day rate
Aquatics	Beach	Junior Lifeguard	Summer Camp	Per season	$ 675.00						
Aquatics	Beach	Equipment Rental	Kayak - Single	Per Hour	$ 20.00						
Aquatics	Beach	Equipment Rental	Kayak - Single	Per 4hrs	$ 50.00						
Aquatics	Beach	Equipment Rental	Kayak - Double	Per Hour	$ 40.00						
Aquatics	Beach	Equipment Rental	Kayak - Double	Per 4hrs	$ 80.00						
Aquatics	Beach	Equipment Rental	SUP Board	Per Hour	$ 20.00						
Aquatics	Beach	Equipment Rental	SUP Board	Per 4hrs	$ 50.00						
Aquatics	Beach	Equipment Rental	Boogie Board	Per Hour	$ 5.00						
Aquatics	Beach	Equipment Rental	Boogie Board	Per Day	$ 15.00						
Parks	Parks	Facility Rentals	BBQ/Picnic Deposit	Per reservation	$ 100.00						
Parks	Parks	Facility Rentals	BBQ/Picnic Rental	Per Site/ Day	$ 35.00					$ 45.00	Remove jumper permit fee, and make all sites $45 per day. 28.57% increase
Parks	Parks	Facility Rentals	Jumper Permit	Per Site/ Day	$ 10.00					Remove	
Parks	Fields	Facility Rentals	Sports Field	Per Hour/Per field	$ 27.50				$ -	$ 35.00	Raise for adult and for profit use including camps, clinics. 27.27% increase
Parks	Fields	Facility Rentals	Field Preparation	Per Day	$ 60.00						
Parks	Salt Marsh Amphitheater	Facility Rentals	Special Event Deposit	Per event	$ 100.00						

Parks, Recreation and Community ServicesDepartment Program & Facility Fee Schedule

				Current Fees						Proposed Fees	
Division	**Facility**	**Program**	**Item**	**Rate**	**Base Price**	**Senior (65+)**	**Youth (<13)**	**Sibling**	**Non Profit**	**Recommendation**	**Notes**
Parks	Salt Marsh Amphitheater	Facility Rentals	Special Event	Per Hour	$ 50.00						
Parks	Misc Parks (ex. Viola Parking Lot, Seaside Park)	Facility Rentals	Special Event	Per Hour	$ 50.00						
Parks	Garden	Membership	Monthly	Per Month	$ 10.00						
Parks	Garden	Membership	Deposit	One Time	$ 50.00						NEW FEE. Deposit for new members, consider grandfathering in current gardeners or giving them a date for when this practice will begin.
Parks	Garden	Facility Rentals	Special Event	Per Hour						$ 75.00	
Parks	Garden	Facility Rentals	Event Deposit	Per Event						$ 200.00	
Parks	Skate Park	Facility Rentals	Special Event	Per Hour						$ 150.00	NEW FEE. Fee for commercial use
Parks	Skate Park Pavillion	Facility Rentals	Party/Special Event	Per Day						$ 75.00	NEW FEE. Not exclusive use of the park, just the party pavilion
Parks	Skate Park Pavillion	Facility Rentals	Party/Special Event Deposit	Per Event						$ 100.00	
Parks	Various	Sponsorship	Dogipot	Per Year	$ 160.00					$ 160.00	
Com. Serv.	Veteran's Memorial Building	Facility Rentals	Event Deposit	Per event	$ 300.00					$ 300.00	
Com. Serv.	Veteran's Memorial Building	Facility Rentals	Hall Hourly	Per Hour	$ 58.00				$ 27.00	Increase base price to $75 and non-profit to $35	29% increase
Com. Serv.	Veteran's Memorial Building	Facility Rentals	Kitchen Hourly	Per Hour	$ 35.00				$ 18.00	Remove and add into venue fee	
Com. Serv.	Veteran's Memorial Building	Facility Rentals	Hall & Kitchen	Per Hour	$ 85.00				$ 42.00	Remove and add into venue fee	
Com. Serv.	Veteran's Memorial Building	Facility Rentals	Reception Room	Per Hour	$ 37.00				$ 19.00	Remove and add into venue fee	
Com. Serv.	Veteran's Memorial Building	Facility Rentals	Venue Fee (Hall, Kitchen, Reception & Courtyard)	Per Hour	$ 122.00				$ 61.00	Recommend $175 and $88.	NEW FEE. 44% increase, but now includes courtyard, kitchen, hall and reception room.
Com. Serv.	Veteran's Memorial Building	Facility Rentals	Meeting Room	Per Hour	$ 39.00				$ 20.00	Increase to $49 base price and $25 non-profit	25% increase
Com. Serv.	All Facilities	Facility Rentals	Staffing Fee	Per Person/Per Hour	$ 25.00					$ 25.00	Subject to COLA increase
Com. Serv.	All Facilities	Facility Rentals	Check Processing Fee	Per reservation	$ 5.00						NEW FEE.
Library	Library	Library	Card Replacement	Per Item	$ 1.00						
Library	Library	Library	Lost/Damaged Material	Per Item	Cost + $5.00						Actual Replacement Cost + $5 processing fee
Library	Library	Library	Test Proctoring	Per Item	$ 45.00						
Library	Library	Library	Self Serve Printing B&W	Per Copy	$ 0.15						
Library	Library	Library	Self Serve Printing Color	Per Copy	$ 0.25						
Library	Library	Library	Library Collection Recovery	Per Item							Charge the current Black Gold costs.

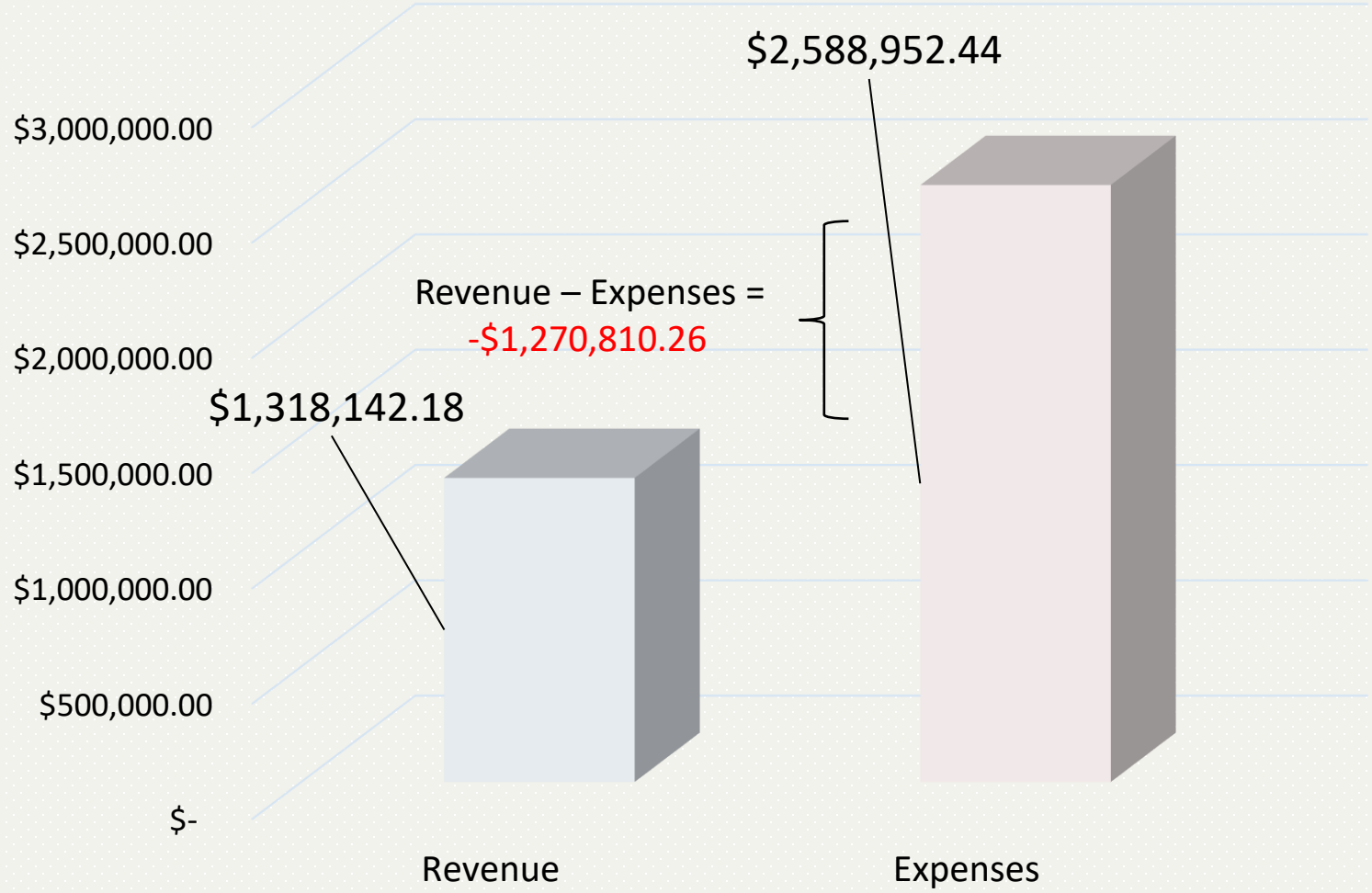
ATTACHMENT B

Parks, Recreation & Community Services Fee Study Presentation

Parks, Recreation and Community Services (PRCS) Fee Study

1. Conducted an internal analysis of the PRCS Departments revenues and expenses.
2. Identified cost recovery opportunities for fee-based programs and facility rentals.
3. Reviewed department overall cost recovery for both fee based and non-fee-based programs.

DEPARTMENT OVERVIEW



Current General Fund subsidy:

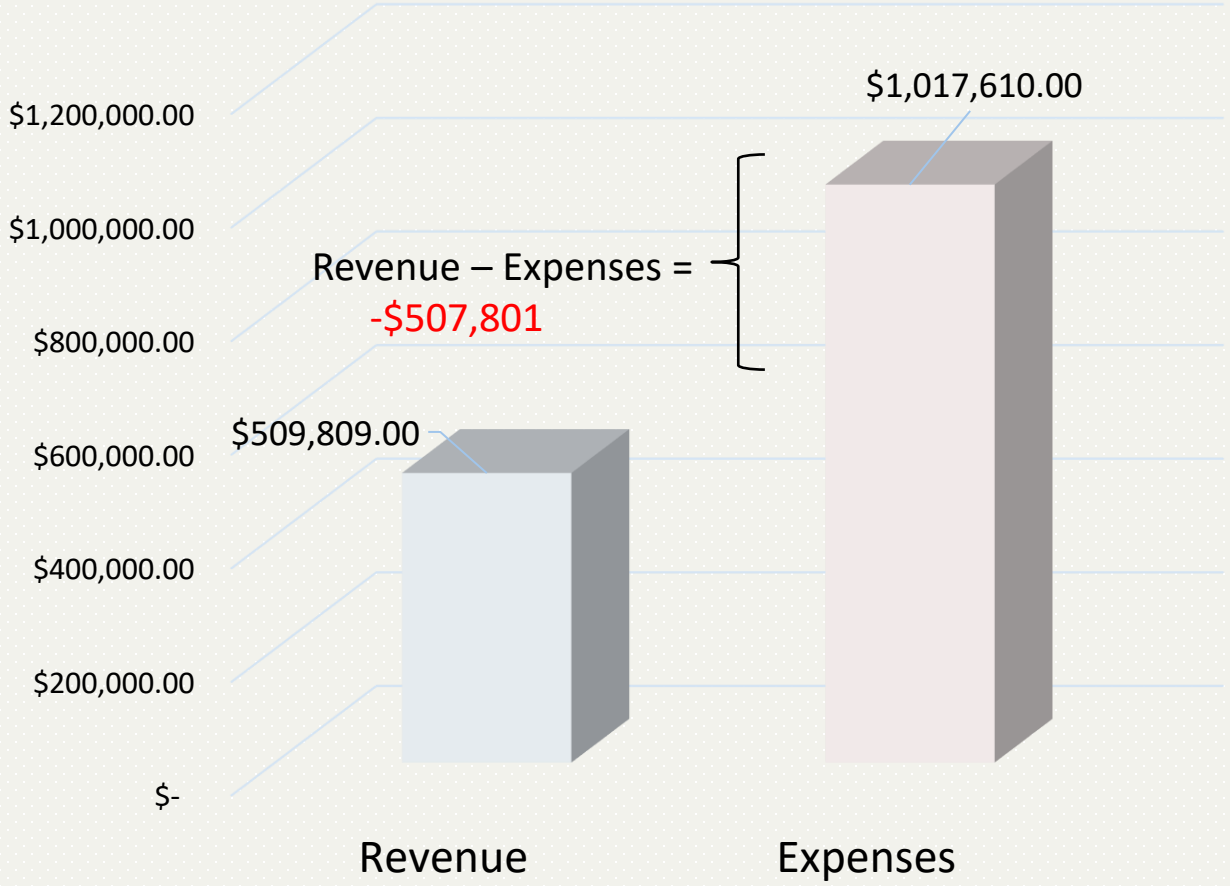
$1,424,074.76(51%)

Recreation Services Fund Overview

Programs

- Community Pool Services
- Swim Team Aquatics
- Veterans Memorial Building (Vets Hall)
- Junior Lifeguards
- Ocean Beach Services
- Beach Store
- Community Garden
- Special Events

Revenue & Expenses Overview: Recreation Services Fund



Current General Fund subsidy:

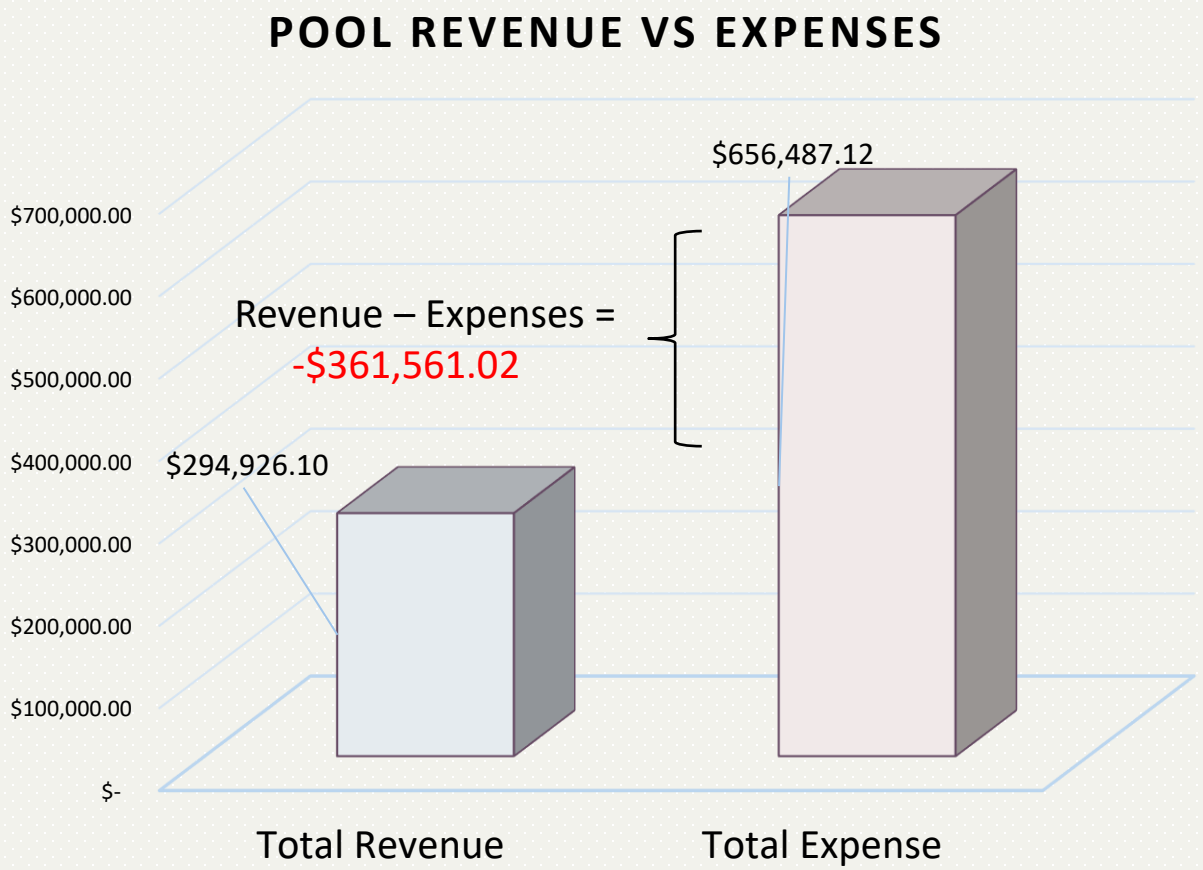
$507,809 (50%)

Carpinteria Community Pool

ANALYSIS

FY 23-24 Cost Recovery

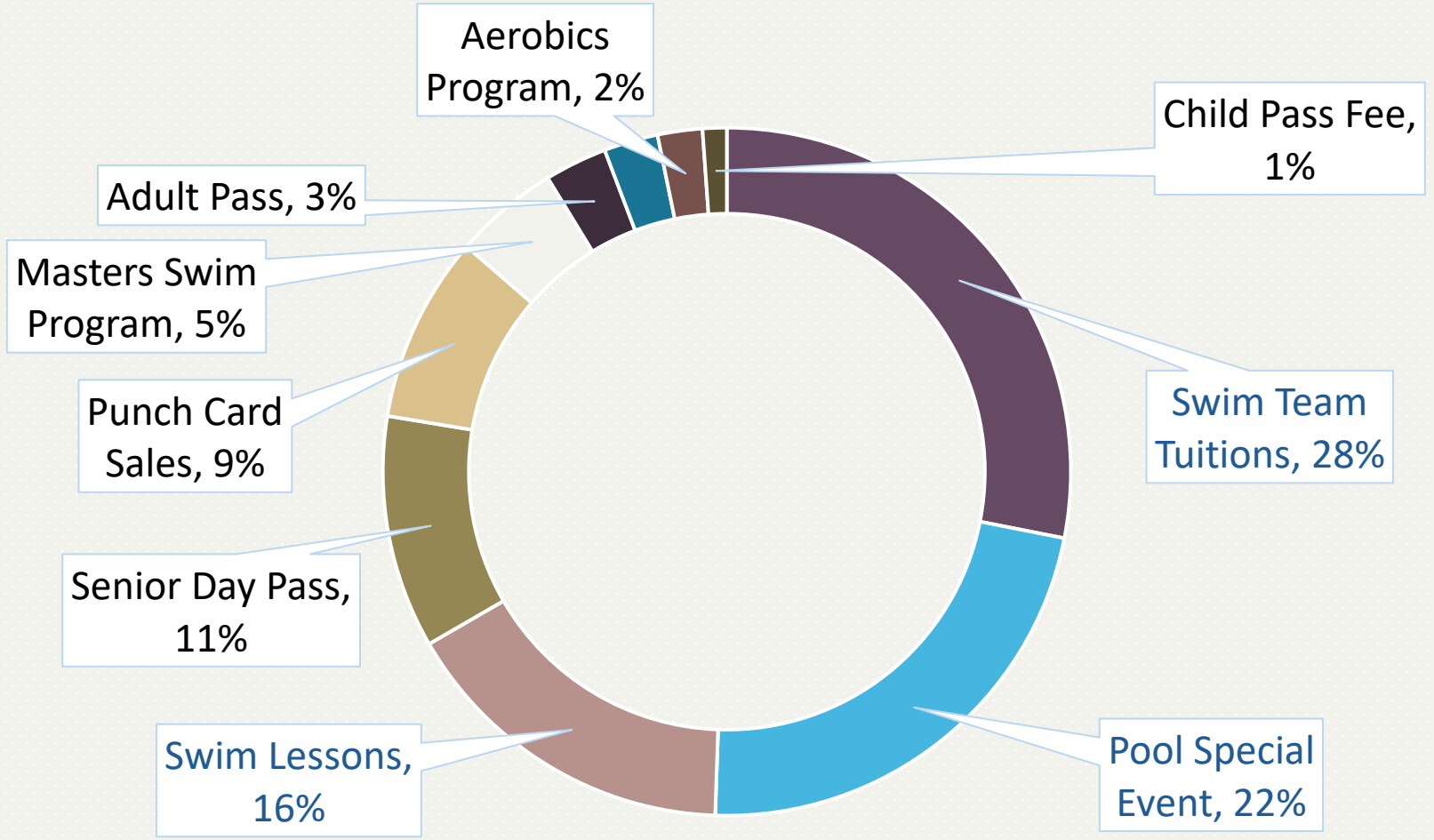
Total Revenue	$	294,926.10
Total Expense	$	656,487.12
Cost Recovery		45%



Community Pool Revenue

Swim Team Tuitions	28%	$	81,722
Pool Special Event	22%	$	65,260
Swim Lessons	16%	$	46,850
Senior Day Pass	11%	$	31,828
Punch Card Sales	9%	$	25,487
Masters Swim Program	5%	$	14,340
Adult Pass	3%	$	8,530
Concession - Taxable	3%	$	7,403
Aerobics Program	2%	$	6,115
Child Pass Fee	1%	$	3,288
TOTAL	**100%**	**$**	**294,926**

Community Pool Revenue



Survey Findings

- **Compared to 6 other agencies (Ventura, Santa Barbara, Lompoc, Santa Maria, etc.), Pool costs are comparable to City of Carpinteria.**

- **Examples:**

	City of Carpinteria	Average
Lap Swim (Adult):	$ 7.00	$ 6.00
Lap Swim (Senior):	$ 5.00	$ 4.00
Lap Swim (Youth):	$ 5.00	$ 4.00
Water Aerobics/Excersize:	$ 10.00	$ 9.00
Private Swim Lessons	$ 160.00	$ 130.00
Group Swim Lessons	$ 40.00	$ 35.00

Proposed Fee Increases

- **CUSD Exclusive Facility Use:**
  - Current: $200/hour → **Recommended: $220/hour** (10% increase)
- **CUSD Partial Use (5 lanes):**
  - Current: $100/hour → **Recommended: $110/hour** (10% increase)
- **CUSD Additional Lane Rental:**
  - Current: $25/hour → **Recommended: $28/hour** (12% increase)

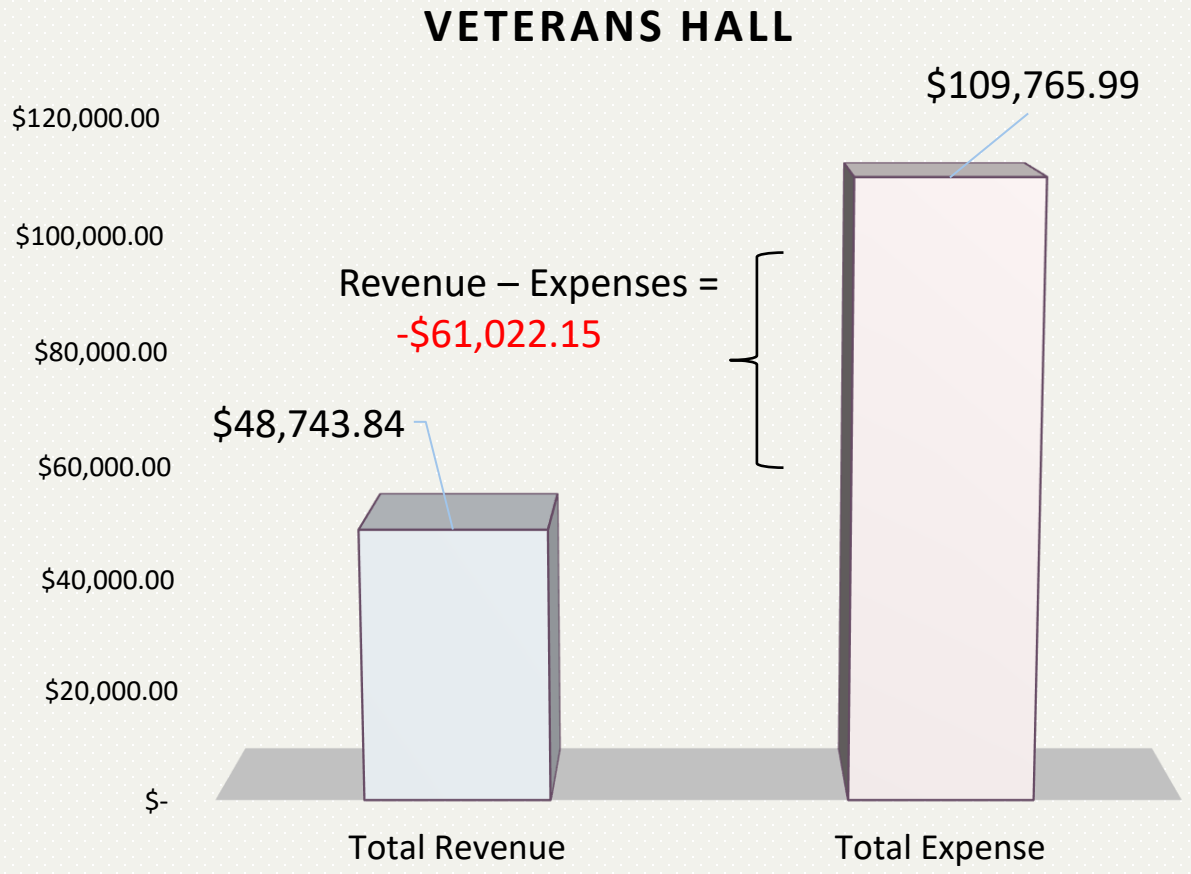
- **Facility Rentals – General Public (1 lane):**
  - $17.50 per 30 min or $35.00 per hour
- **Facility Rentals – Exclusive Use:**
  - $300/hour
  - $2,000/day → **Recommend removing all-day rate**

Veterans Memorial Building (Vets Hall)

ANALYSIS

FY 2023-24 Cost Recovery

Total Revenue	$	48,743.84
Total Expense	$	109,765.99
Cost Recovery		44%



Survey Cities: Community Rooms/Halls

City	Facility	Rate (p/sf)	Non-Profit (p/sf)	Non-Resident/ Commercial
Carpinteria	Vets Hall Only	$ 0.04	$ 0.01	
Grover Beach	Hall Only	$ 0.04	$ 0.04	$ 0.04
Santa Barbara	Carrillo Ballroom	$ 0.16	$ 0.18	$ 0.13
Marina	Community Center	$ 0.02	$ 0.01	$ 0.03
Morro Bay	Vets Hall Only	$ 0.02	$ 0.02	$ 0.03
Port Hueneme	Community Auditorium	$ 0.11		
Solano Beach	Community Center	$ 0.05		$ 0.14
Solvang	Vets Hall Only	$ 0.12	$ 0.06	$ 0.18
Moorpark	Community Center	$ 0.08	$ 0.08	$ 0.08
Averages		**$ 0.07**	**$ 0.06**	

	Regular Rate	Non-Profit Rate
Current Rate	$ 83.00	$ 27.00
Average Rate	$ 131.67	$ 107.93

Survey Cities: Vets Hall and Kitchen

City	Facility	Rate (p/sf)	Non-Profit (p/sf)	Non-Resident/ Commercial
Carpinteria	Vets Hall+Kitchen	$ 0.05	$ 0.02	
Morro Bay	Vets Hall+Kitchen	$ 0.03	$ 0.03	$ 0.04
Solvang	Vets Hall+Kitchen	$ 0.14	$ 0.06	$ 0.19
Moorpark	Vets Hall+Kitchen	$ 0.07	$ 0.07	$ 0.07
Averages		$ 0.08	$ 0.05	

	Regular Rate	Non-Profit Rate
Current Rate	$ 110.00	$ 42.00
Average Rate	$ 187.51	$ 120.82

Survey Cities: Meeting Room Rentals

City	Facility	Rate (p/sf)	Non-Profit (p/sf)	Non-Resident/ Commercial
Carpinteria	Vets Hall Room	$ 0.13	$ 0.12	
Santa Barbara	Carrillo Meeting Room	$ 0.06	$ 0.05	$ 0.07
Morro Bay	Vets Hall Room	$ 0.06	$ 0.06	$ 0.08
Averages		$ 0.06	$ 0.07	

	Regular Rate	Non-Profit Rate
Current Rate	$ 37.00	$ 33.00
Average Rate	$ 16.55	$ 20.96

Proposed Fees

- **Hall Hourly Rental:**
  - Current: $58/hour
  - **Proposed:** $75/hour; $35 for non-profits (**29% increase**)
- **Kitchen, Hall & Kitchen, Reception Room:**
  - Current hourly fees removed
  - **Now included in new venue fee**
- **New Venue Fee (Hall, Kitchen, Reception & Courtyard):**
  - Current: $122/hour
  - **Proposed:** $175/hour; $88 for non-profits (**44% increase**)
- **Meeting Room:**
  - Current: $39/hour
  - **Proposed:** $49/hour; $25 for non-profits (**25% increase**)
- **Staffing Fee:**
  - $25/person per hour
  - Subject to COLA adjustment
- **Check Processing Fee:**
  - **New Fee:** $5 per reservation

Junior Lifeguards

ANALYSIS

FY 2023-24 Cost Recovery

Total Revenue	$	128,646.50
Total Expense	$	129,066.50
Cost Recovery		99.7%

Expenses:

- 80% Personnel Costs
- 14% Supplies and Materials
- 3% Travel

Survey Results

	Hourly Rates			Session Rates		
Organization	Full Price/hr	$/hr Resident	$/hr Sibling	Full Price	Resident	Sibling
Carpinteria	$6.37			$650		
City of Capitola	$6.30	$5.05		$378	$303	
City of Capitola (16-18yrs)	$3.17	$3.17		$190	$190	
Coronado Beach	$16.67	$13.33		$250	$200	
Coronado Beach	$8.57	$7.62		$450	$400	
Del Mar	$26.67	$23.33		$400	$350	
Encinitas (S1&2)	$13.00	$12.19		$351	$329	
Encinitas (S3&4)	$13.00	$12.17		$390	$365	
Half Moon Bay State (3wk 20	$5.27	$0.00		$395		
Half Moon Bay State (4wk 20	$4.95	$0.00		$495		
Huntington Beach	$11.43			$240		
Huntington Beach	$5.72	$5.50		$681	$654	
Imperial Beach (2024)	$6.53	$6.00		$490	$450	
Leo Carillo (CA Parks)	$8.15		$7.78	$550		$525
Oceanside (S1&3)	$7.00	$6.67	$6.33	$420	$400	$380
Oceanside (S2)	$7.71	$7.29	$6.88	$370	$350	$330
Oceanside (S4)	$8.23	$7.81	$7.40	$395	$375	$355
Port Hueneme (2024)	$3.89	$2.78	$3.61	$350	$250	$325
Santa Barbara	$8.63	$7.86		$302	$275	
Santa Barbara	$4.32	$3.93		$605	$550	
Santa Barbara (Pre-Camp)	$3.67	$3.33		$55	$50	
Santa Barbara (Pre-Camp)	$1.83	$1.67		$110	$100	
Santa Cruz State	$0.00	$0.00				
SB County	$5.56		$5.00	$250		$225
Silver Strand State	$6.25			$250		
Silver Strand State	$6.00			$450		
Solana Beach	$12.29	$10.71		$430	$375	
UCSB	$8.33		$7.58	$500		$455
UCSB	$7.49		$7.49	$899		$899

Carpinteria JG Program costs are above the average

Junior Lifeguards

Recommendation: Junior Lifeguards Fee Adjustment – Summer 2026

- Increase program fee to **$675**
- Reflects rising costs of goods, including:
  - Equipment
  - Uniforms
- Will continue to support **full cost recovery**
- Accounts for **increased staff wages**

Beach Store & Beach Services

ANALYSIS

Beach Store

Total Revenue	$	14,659.25
Total Expense	$	23,875.99
Cost Recovery		61.4%

Revenue:

- Kayak Rentals
- Pedal Board Rentals
- Wet Suits
- T-Shirts, Merch

Expenses:

- Personnel Costs
- Supplies for resale

Beach Services

Total Revenue	$	2,917.98
Total Expense	$	7,811.94
Cost Recovery		37.4%

Revenue:

- Space Rentals
- Contracts and leases

Expenses:

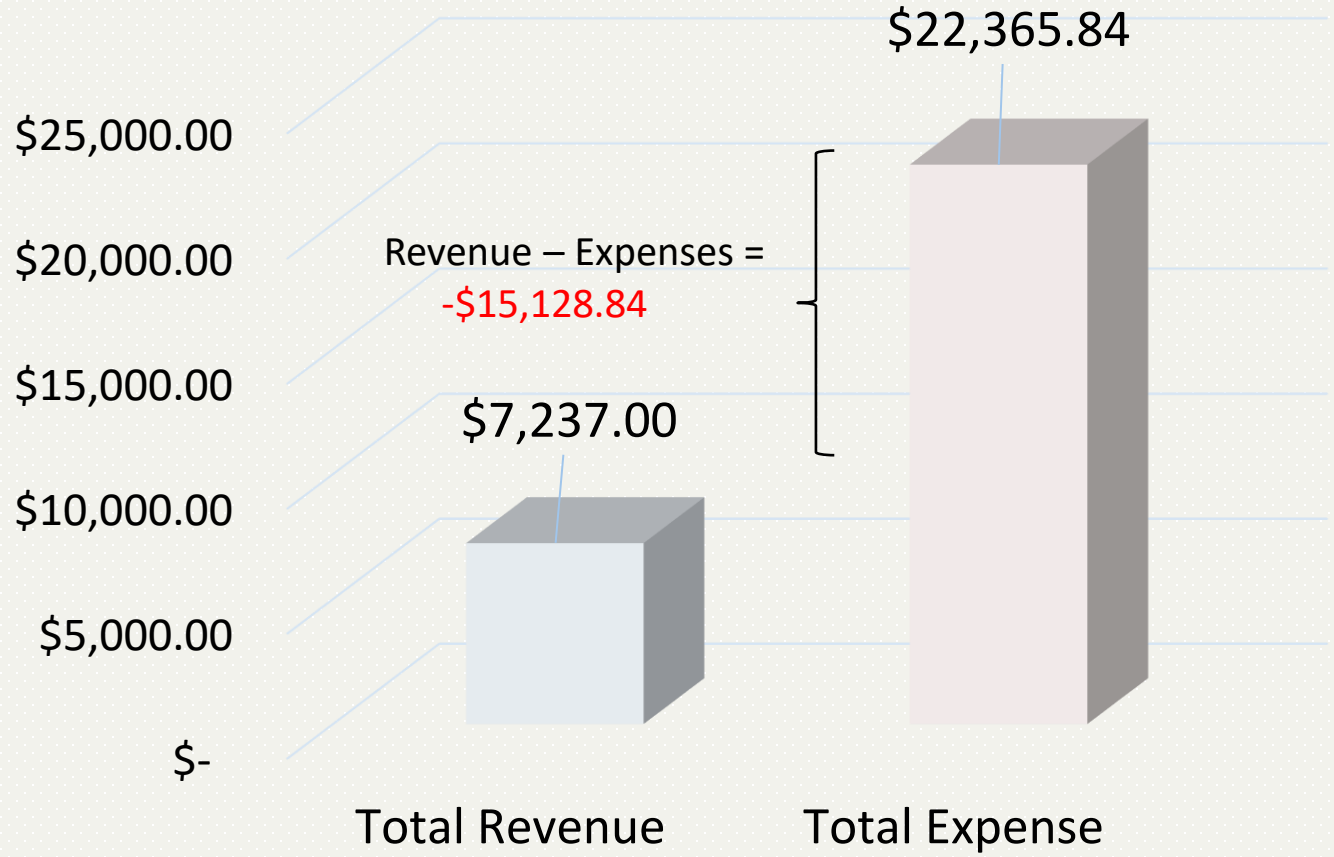
- PRCS Program Manager

Community Garden

ANALYSIS

FY23-24 Cost Recovery

Total Revenue	$	7,237.00
Total Expense	$	22,365.84
Cost Recovery		32%



Survey Data

City	Price/Month	Non Resident	Deposit
CARP	$ 10.00	-	-
ARROYO GRANDE	$ 7.50	-	$ 50.00
GOLETA	$ 10.00	-	$ 25.00
VENTURA	$ 14.20	$ 15.60	$ 85.00
VENTURA	$ 5.00	$ 5.50	$ 30.00
VENTURA	$ 2.10	$ 2.60	-
SANTA BARBARA	$ 5.58	-	-
SANTA BARBARA	$ 5.58	-	-
PORT HUENEME	$ 8.33	-	-
SANTA PAULA	$ 5.00	-	-

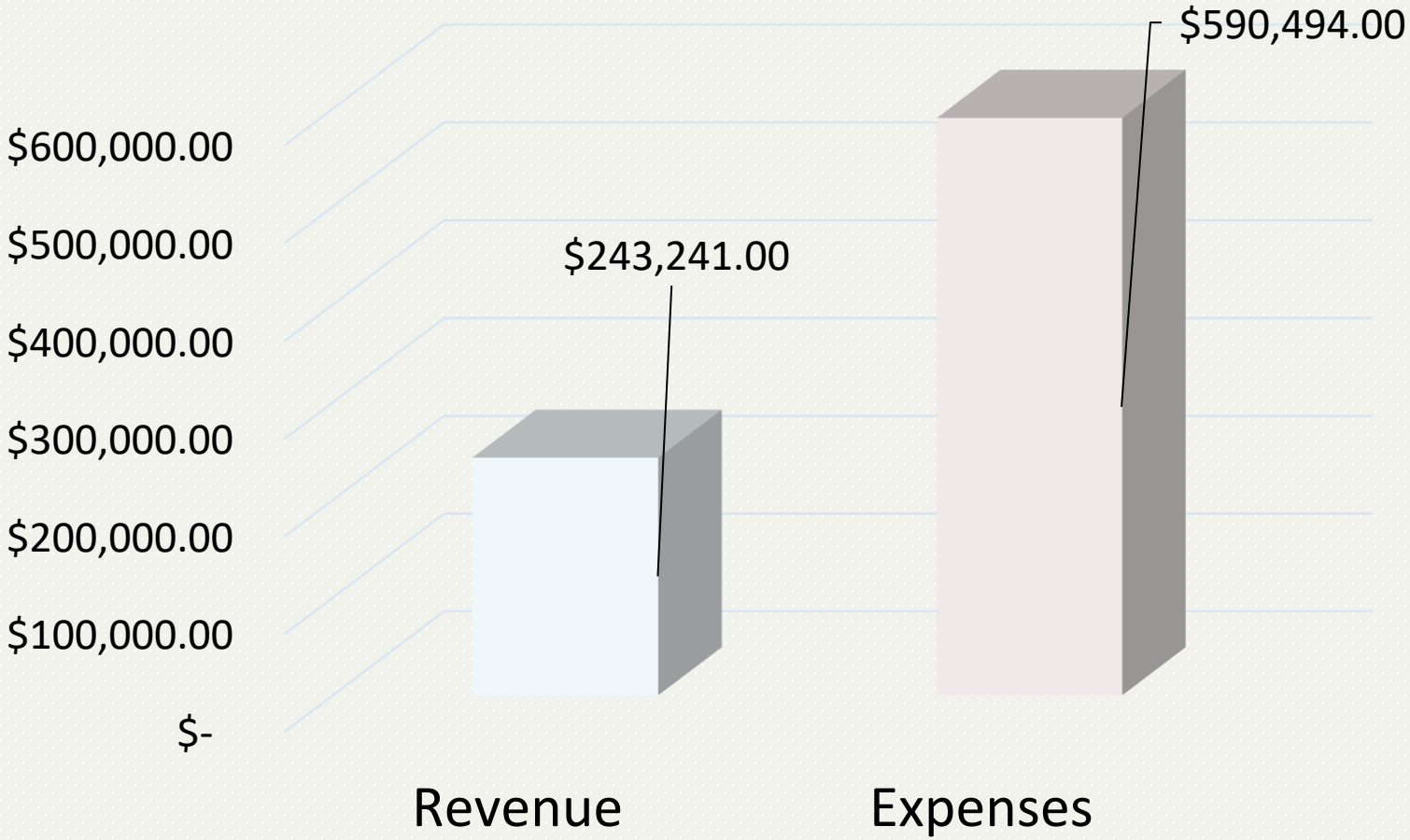
Avg. Survey City Price/Month	$ 7.03

Proposed Fees

Recommendation: Community Garden Deposit Policy

- Implement a **$50 refundable deposit** for community gardeners
- **Applies to all new gardeners**
- **Existing gardeners** may be:
  - Grandfathered in, or
  - Given a timeline for implementation
- **Encourages gardeners** to return plots in original (empty) condition
  - Reduces staff time needed to remove plants, debris, and prepare plots for new gardeners

Parks Maintenance Fund



Current General Fund subsidy:
$347,254 (41%)

BBQ Findings & Recommendations

	Max Capacity	Price	Non Res.	JMP	/Person	/25 People
Carpinteria	25	$ 35.00		$ 10.00	$ 1.40	$ 35.00
Arroyo Grande	100	$106.00			$ 1.06	$ 26.50
Buellton	40	$ 40.00			$ 1.00	$ 25.00
Goleta	25	$ 65.00		$ 25.00	$ 2.60	$ 65.00
Ventura	35	$192.00	$ 347.00		$ 5.49	$ 137.14
SB	90	$108.00			$ 1.20	$ 30.00
Ojai	50	$ 70.00			$ 1.40	$ 35.00
Oxnard	40	$ 50.00			$ 1.25	$ 31.25
Morro Bay		$251.00	$ 313.00			
Solvang	25	$ 80.00			$ 3.20	$ 80.00
Moorpark	25	$ 96.00			$ 3.84	$ 96.00

	Avg. p/p	Avg p/25p
	$ 2.34	$ 58.43
Carpinteria	$ 1.40	$ 35.00

- **BBQ/Picnic Deposit:**
  - $100 per reservation (no change)
- **BBQ/Picnic Rental (Per Site/Day):**
  - Current: $35
  - Proposed: $45 (28.57% increase)
  - All sites to be priced uniformly at $45/day
- **Jumper Permit:**
  - Current: $10 per site/day
  - Proposed: Remove fee

Sports Fields Findings & Recommendations

	Fee p/hr	Youth	Set Up Fee
Carpinteria	$ 27.50		$ 55.00
Arroyo Grande	$ 22.00		
Ojai	$ 15.00		$ 40.00
Oxnard	$ 15.00		
Marina	$ 35.00		
Solvang	$ 30.00		
Santa Barbara	$ 52.00	$ 25.00	
Port Hueneme			
Santa Paula			
SLO County	$ 20.00		
Moorpark	$ 22.00		
Average	$ 27.00		

- Sports Field Rental (Per Hour, Per Field)
  - **Current Fee**: $27.50
  - **Proposed Fee:** $35.00
  - **Increase:** 27.27%
  - **Purpose:** Applies to adult and for-profit use (e.g., camps, clinics)

Skate Park Recommendations

- **Skate Park – Special Event (Per Hour)**
  - **Current Fee:** *None*
  - **Proposed Fee:** $150.00
  - **Note:** New fee for commercial use of the Skate Park
- **Skate Park Pavilion – Party/Special Event (Per Day)**
  - **Current Fee:** *None*
  - **Proposed Fee:** $75.00
  - **Note:** New fee for pavilion use only (not exclusive use of the entire park)
- **Skate Park Pavilion Deposit– Party/Special Event (Per Event)**
  - **Current Fee:** *None*
  - **Proposed Fee:** $100.00
  - **Note:** Refundable damage deposit

OPTIONS

1. Receive and file the Parks, Recreation and Community Services Fee Study.

2. Approve and adopt Resolution No. 6384, updating the Parks, Recreation and Community Services Department Program & Facility Fee Schedule as set forth in Exhibit 1.

3. Do not approve and adopt Resolution No. 6384, and provide direction to staff as needed.

Thank You

ATTACHMENT C

Resolution No. 6384

RESOLUTION NO. 6384

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA ADOPTING THE PARKS, RECREATION AND COMMUNITY SERVICES PROGRAM & FACILITY FEE SCHEDULE PURSUANT TO CHAPTER 3.34 OF THE CARPINTERIA MUNICIPAL CODE

WHEREAS, pursuant to Article XIIIB of the California Constitution and Carpinteria Municipal Code (CMC) Chapter 3.34, it is the intent of the City Council to require the ascertainment and recovery of costs reasonably borne from fees, charges, and regulatory license fees; and

WHEREAS, CMC Chapter 3.34 provides a mechanism for ensuring that fees adopted by the City do not exceed the reasonable estimated cost for providing the regulation, products or services for which the fees are charged; and

WHEREAS, "costs reasonably borne" shall include all direct and indirect costs, fixed asset recovery expenses, general and departmental overhead, and debt service costs as further defined in CMC Section 3.34.030; and

WHEREAS, pursuant to CMC Section 3.34.020, the City Manager has been delegated the authority to implement said City Council policy to establish or adjust the amount of fees and charges to recover the percentage of costs reasonably borne in providing the regulation, product, or service; and

WHEREAS, on April 22, 2024 the City Council adopted resolution 6316, approving the City's Master Fee Schedule which included some but not all Parks, Recreation and Community Services Fee; and

WHEREAS, City staff has conducted a market study and cost recovery analysis of Parks, Recreation and Community Services Fees; and

WHEREAS, the Parks, Recreation and Community Services Department Program & Facility Fees will be removed from the City Master Fee Schedule and will be its own Fee Schedule approved by Council.

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 adopts the Parks, Recreation and Community Services Department Program & Facility Fee Schedule, attached herein as Exhibit 1 and incorporated by reference, as shown to reflect the recommended fees.

PASSED, APPROVED AND ADOPTED on the 14th day of April, 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 April 14, 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. 6384

Parks, Recreation and Community Services Department Master Fee Schedule

Parks, Recreation and Community ServicesDepartment Program & Facility Fee Schedule

				Current Fees						Proposed Fees	
Division	**Facility**	**Program**	**Item**	**Rate**	**Base Price**	**Senior (65+)**	**Youth (<13)**	**Sibling**	**Non Profit**	**Recommendation**	**Notes**
Aquatics	Pool	Aerobics	Day Pass	Per Day	$ 10.00	$ 8.00					
Aquatics	Pool	Aerobics	10 Class Punch card	Per 10 Visit	$ 90.00	$ 75.00					
Aquatics	Pool	Aerobics	Monthly Membership	Per Month	$ 90.00	$ 80.00					
Aquatics	Pool	Aerobics	Annual Membership	Per Year	$ 900.00	$ 750.00					
Aquatics	Pool	Rec Swim	Day Pass	Per Day	$ 7.00	$ 5.00	$ 5.00				
Aquatics	Pool	Rec Swim	10 Visits Punch card	Per 10 Visit			$ 45.00				
Aquatics	Pool	Rec Swim	25 Visits Punch card	Per 25 Visit			$ 95.00				
Aquatics	Pool	Lap Swim	Day Pass	Per Day	$ 7.00	$ 5.00	$ 5.00				
Aquatics	Pool	Lap Swim	10 Visits Punch card	Per 10 Visit	$ 64.00	$ 60.00	$ 45.00				
Aquatics	Pool	Lap Swim	25 Visits Punch card	Per 25 Visit	$ 125.00	$ 95.00	$ 95.00				
Aquatics	Pool	Lap Swim	Monthly Membership	Per Month	$ 55.00	$ 50.00					
Aquatics	Pool	Lap Swim	Annual Membership	Per Year	$ 725.00	$ 575.00					
Aquatics	Pool	Masters	Day Pass	Per Day	$ 10.00	$ 8.00					
Aquatics	Pool	Masters	10 Class Punch card	Per 10 Visit	$ 90.00	$ 75.00					
Aquatics	Pool	Masters	Monthly Membership	Per Month	$ 90.00	$ 80.00					
Aquatics	Pool	Masters	Annual Membership	Per Year	$ 900.00	$ 750.00					
Aquatics	Pool	Swim Lessons	Group (10x30min)	Per Session	$ 100.00						$10 per child per lesson
Aquatics	Pool	Swim Lessons	Group (4x30min)	Per Session	$ 40.00						$10 per child per lesson
Aquatics	Pool	Swim Lessons	Semi-Private (4x30min)	Per Session	$ 160.00						
Aquatics	Pool	Swim Lessons	Private (4x30min)	Per Session	$ 160.00						$40 per child per 30 min
Aquatics	Pool	CAC Swim	Copper	Per Month			$ 100.00	$ 90.00			
Aquatics	Pool	CAC Swim	Bronze	Per Month			$ 100.00	$ 90.00			
Aquatics	Pool	CAC Swim	Silver	Per Month			$ 120.00	$ 110.00			
Aquatics	Pool	CAC Swim	Gold	Per Month			$ 120.00				
Aquatics	Pool	CAC Polo	Polo 12U	Per Month			$ 120.00	$ 110.00			
Aquatics	Pool	CAC Polo	Polo 14U	Per Month			$ 120.00	$ 110.00			
Aquatics	Pool	CAC	Access Pass (10 visits)	Per 10			$ 90.00			Remove	No longer an option
Aquatics	Pool	CUSD	Swim Lessons	Per Student	$ 5.00						
Aquatics	Pool	CUSD	Exclusive Facility Use	Per Hour	$ 200.00					$ 220.00	10% increase
Aquatics	Pool	CUSD	Partial Use (5 lanes)	Per Hour	$ 100.00					$ 110.00	10% increase
Aquatics	Pool	CUSD	Additional Lane Rental	Per Hour	$ 25.00					$ 28.00	12% increase
Aquatics	Pool	Equipment Rental	Locker (Large)	Per Month	$ 10.00						
Aquatics	Pool	Equipment Rental	Locker (Large)	Per Year	$ 108.00						
Aquatics	Pool	Equipment Rental	Locker (Medium)	Per Month	$ 7.50						
Aquatics	Pool	Equipment Rental	Locker (Medium)	Per Year	$ 90.00						
Aquatics	Pool	Equipment Rental	Locker (Small)	Per Month	$ 5.00						
Aquatics	Pool	Equipment Rental	Locker (Small)	Per Year	$ 72.00						
Aquatics	Pool	Facility Rentals	General Public (1 lane)	Per 30min	$ 17.50						
Aquatics	Pool	Facility Rentals	General Public (1 lane)	Per Hour	$ 35.00						
Aquatics	Pool	Facility Rentals	Exclusive Facility Use	Per Hour	$ 300.00						
Aquatics	Pool	Facility Rentals	Exclusive Facility Use	Per Day	$ 2,000.00						Recommend removing all day rate
Aquatics	Beach	Junior Lifeguard	Summer Camp	Per season	$ 675.00						
Aquatics	Beach	Equipment Rental	Kayak - Single	Per Hour	$ 20.00						
Aquatics	Beach	Equipment Rental	Kayak - Single	Per 4hrs	$ 50.00						
Aquatics	Beach	Equipment Rental	Kayak - Double	Per Hour	$ 40.00						
Aquatics	Beach	Equipment Rental	Kayak - Double	Per 4hrs	$ 80.00						
Aquatics	Beach	Equipment Rental	SUP Board	Per Hour	$ 20.00						
Aquatics	Beach	Equipment Rental	SUP Board	Per 4hrs	$ 50.00						
Aquatics	Beach	Equipment Rental	Boogie Board	Per Hour	$ 5.00						
Aquatics	Beach	Equipment Rental	Boogie Board	Per Day	$ 15.00						
Parks	Parks	Facility Rentals	BBQ/Picnic Deposit	Per reservation	$ 100.00						
Parks	Parks	Facility Rentals	BBQ/Picnic Rental	Per Site/ Day	$ 35.00					$ 45.00	Remove jumper permit fee, and make all sites $45 per day. 28.57% increase
Parks	Parks	Facility Rentals	Jumper Permit	Per Site/ Day	$ 10.00					Remove	
Parks	Fields	Facility Rentals	Sports Field	Per Hour/Per field	$ 27.50				$ -	$ 35.00	Raise for adult and for profit use including camps, clinics. 27.27% increase
Parks	Fields	Facility Rentals	Field Preparation	Per Day	$ 60.00						
Parks	Salt Marsh Amphitheater	Facility Rentals	Special Event Deposit	Per event	$ 100.00						

Parks, Recreation and Community ServicesDepartment Program & Facility Fee Schedule

				Current Fees						Proposed Fees	
Division	**Facility**	**Program**	**Item**	**Rate**	**Base Price**	**Senior (65+)**	**Youth (<13)**	**Sibling**	**Non Profit**	**Recommendation**	**Notes**
Parks	Salt Marsh Amphitheater	Facility Rentals	Special Event	Per Hour	$ 50.00						
Parks	Misc Parks (ex. Viola Parking Lot, Seaside Park)	Facility Rentals	Special Event	Per Hour	$ 50.00						
Parks	Garden	Membership	Monthly	Per Month	$ 10.00						
Parks	Garden	Membership	Deposit	One Time	$ 50.00						NEW FEE. Deposit for new members, consider grandfathering in current gardeners or giving them a date for when this practice will begin.
Parks	Garden	Facility Rentals	Special Event	Per Hour						$ 75.00	
Parks	Garden	Facility Rentals	Event Deposit	Per Event						$ 200.00	
Parks	Skate Park	Facility Rentals	Special Event	Per Hour						$ 150.00	NEW FEE. Fee for commercial use
Parks	Skate Park Pavillion	Facility Rentals	Party/Special Event	Per Day						$ 75.00	NEW FEE. Not exclusive use of the park, just the party pavilion
Parks	Skate Park Pavillion	Facility Rentals	Party/Special Event Deposit	Per Event						$ 100.00	
Parks	Various	Sponsorship	Dogipot	Per Year	$ 160.00					$ 160.00	
Com. Serv.	Veteran's Memorial Building	Facility Rentals	Event Deposit	Per event	$ 300.00					$ 300.00	
Com. Serv.	Veteran's Memorial Building	Facility Rentals	Hall Hourly	Per Hour	$ 58.00				$ 27.00	Increase base price to $75 and non-profit to $35	29% increase
Com. Serv.	Veteran's Memorial Building	Facility Rentals	Kitchen Hourly	Per Hour	$ 35.00				$ 18.00	Remove and add into venue fee	
Com. Serv.	Veteran's Memorial Building	Facility Rentals	Hall & Kitchen	Per Hour	$ 85.00				$ 42.00	Remove and add into venue fee	
Com. Serv.	Veteran's Memorial Building	Facility Rentals	Reception Room	Per Hour	$ 37.00				$ 19.00	Remove and add into venue fee	
Com. Serv.	Veteran's Memorial Building	Facility Rentals	Venue Fee (Hall, Kitchen, Reception & Courtyard)	Per Hour	$ 122.00				$ 61.00	Recommend $175 and $88.	NEW FEE. 44% increase, but now includes courtyard, kitchen, hall and reception room.
Com. Serv.	Veteran's Memorial Building	Facility Rentals	Meeting Room	Per Hour	$ 39.00				$ 20.00	Increase to $49 base price and $25 non-profit	25% increase
Com. Serv.	All Facilities	Facility Rentals	Staffing Fee	Per Person/Per Hour	$ 25.00					$ 25.00	Subject to COLA increase
Com. Serv.	All Facilities	Facility Rentals	Check Processing Fee	Per reservation	$ 5.00						NEW FEE.
Library	Library	Library	Card Replacement	Per Item	$ 1.00						
Library	Library	Library	Lost/Damaged Material	Per Item	Cost + $5.00						Actual Replacement Cost + $5 processing fee
Library	Library	Library	Test Proctoring	Per Item	$ 45.00						
Library	Library	Library	Self Serve Printing B&W	Per Copy	$ 0.15						
Library	Library	Library	Self Serve Printing Color	Per Copy	$ 0.25						
Library	Library	Library	Library Collection Recovery	Per Item							Charge the current Black Gold costs.

Agenda Section: Other Business
Agenda Item No.: 16
Council Meeting Date: April 14, 2025

City of Carpinteria

COUNCIL AGENDA STAFF REPORT

ITEM FOR COUNCIL CONSIDERATION

Consultant Services Agreement between the City of Carpinteria and Environmental Science Associates (ESA) to oversee and prepare environmental review documents for the Surfliner Inn Project for an amount not-to-exceed $258,890.

STAFF RECOMMENDATION

Authorize the City Manager to execute an Agreement for Consultant Services with Environmental Science Associates to oversee and prepare environmental review documents for the Surfliner Inn Project for an amount not-to-exceed $258,890.

Sample Motion: I move to authorize the City Manager to execute an Agreement for Consultant Services with Environmental Science Associates to oversee and prepare environmental review documents for the Surfliner Inn Project for an amount not-to-exceed $258,890.

(motion requires a roll call vote)

BACKGROUND

The consulting firm Environmental Science Associates (ESA), along with other consultants, responded to the City's "Notice of Request for Proposals"[1] regarding environmental consultant services to prepare an Environmental Impact Report (EIR) for the Surfliner Inn Project, Project 23-2254-DP/CUP/CDP. After City staff's review and rating of all proposals, and follow-up meetings with consultant teams that had the highest-rated proposals, City staff selected ESA as the preferred consultant team.

DISCUSSION

The City issued its Request for Proposals on January 22, 2025, and received five responses from the following firms: Ascent; ESA; Placeworks; SWCA Environmental Consultants; and WSP USA Inc. The responses offered a range of costs from approximately $200,000 to $260,000, with ESA coming in near the top of the range. To

[1] Available here: https://carpinteriaca.gov/wp-content/uploads/2025/01/Surfliner-Inn-EIR-RFP.pdf

narrow the highest-rated proposals, staff conducted interviews with representatives from ESA, SWCA Environmental Consultants, and WSP USA Inc.

Ultimately, staff believes that the scope of work provided by ESA (see Exhibit A of the proposed Consultant Services Agreement in Attachment A) will provide thorough, yet efficient, environmental review of the proposed Surfliner Inn Project in compliance with the City's policies (including the Local Coastal Program) and the California Environmental Quality Act (CEQA). As described in more detail in the scope of work, ESA's extensive experience preparing CEQA documents for similar development projects in Southern California—particularly within the California Coastal Zone—was a key factor in their favorable selection. In particular, ESA demonstrated a proven track record of having recently prepared successful EIRs for several high-profile hotel/hospitality and mixed-use projects, including one such project immediately adjacent to the railroad tracks in the City of Los Angeles.

FINANCIAL CONSIDERATIONS

The maximum cost for the proposed Consultant Services Agreement with ESA would be $258,890. The applicant for the Surfliner Inn Project, 499 Linden Managers, LLC, would be required to pay the City for the full amount spent, up to $258,890, to cover ESA's services under the Agreement. A detailed breakdown of the cost is found in Exhibit B of the proposed Consultant Services Agreement in Attachment A.

LEGAL AND RISK MANAGEMENT CONSIDERATIONS

The City Attorney has reviewed and approved the Consultant Services Agreement as to form.

OPTIONS

1. Authorize the City Manager to execute the Agreement between the City and Environmental Science Associates, to oversee and prepare environmental review documents for the Surfliner Inn Project (staff recommendation).
2. Authorize the City Manager to execute the Agreement with City Council modifications.
3. Receive staff report and choose not to execute the Agreement, and direct staff to explore other options.

PRINCIPAL PARTIES EXPECTED AT MEETING

Brian Allee, Environmental Science Associates
Whitt Hollis, 499 Linden Manager's LLC

ATTACHMENTS

Attachment A — Agreement for Consultant Services Between the City of Carpinteria and Environmental Science Associates

Staff Contact: Mindy Fogg, Principal Planner
Community Development Department
(805) 755-4408 / mindyf@carpinteriaca.gov

Signature

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

Signature

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

Signature

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

Signature

Attachment A

Agreement for Consultant Services Between the City of Carpinteria and Environmental Science Associates

AGREEMENT FOR CONSULTANT SERVICES

THIS AGREEMENT FOR CONSULTANT SERVICES ("**Agreement**") is made and effective as of the 14th of April, 2025 by and between the City of Carpinteria, a municipal corporation ("**City**"), and the Environmental Science Associates (ESA), a California corporation (**"Consultant**"), (collectively, the "**Parties**") at Carpinteria, California, with reference to the following facts:

A. City has determined that it is necessary and appropriate to engage a non-design professional to prepare an EIR evaluating the potential impacts of the Surfliner Inn Project; and

B. Consultant has represented itself as being fully qualified and available to perform the consultant services required or necessary under this Agreement in a fully competent, professional and timely manner; and

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

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

1. **SERVICES.**

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

1.2 **Additional Services**. In addition to the Basic Services, City may elect to have Consultant perform additional services that are beyond the current scope of the Basic Services, but within the expertise of Consultant ("**Additional Services**"). Such Additional Services shall be mutually agreed to in advance and specified in a writing, which shall also specify the basis for the Consultant's fee for such additional services. Basic Services and Additional Services are referenced collectively as "**Services.**" At the time the Parties entered into this Agreement, there are no Additional Services.

2. **PERFORMANCE.**

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

subcontractors for performance of the Services unless previously agreed to in writing by the City.

2.2 **Labor and Materials**. Consultant shall furnish, at its own expense, all labor, materials, equipment, tools, transportation and services necessary for the successful completion of the Services. Consultant shall give its attention and supervision to the fulfillment of the provisions of this Agreement by its employees and subcontractors and shall be responsible for the timely performance of the Services required by this Agreement. Consultant is an independent contractor of City. Any and all employees of the Consultant engaged by the Consultant in the performance of any work or services required of the Consultant under this Agreement, shall be considered employees or agents of the Consultant only and not of the City, and any and all claims that may or might arise under any workers compensation or other law or contract on behalf of said employees while so engaged shall be the sole obligation and responsibility of the Consultant. Consultant is solely responsible for the professional quality, accuracy and timely completion and/or submission of all work related to the Basic Services.

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

2.4 **Contract Administration**. The City Manager or his/her designee shall represent the City in all matters relating to the administration of this Agreement. The City Manager or his/her designee shall have the authority to act on the City's behalf to review and approve all products submitted by Consultant and may execute all necessary documents to authorize Consultant to perform Additional Services as provided for herein. The City Manager or his/her designee shall have the authority to render decisions within guidelines established by the City Council and shall be available during working hours as often as may be reasonably required to render decisions and to furnish information. The following individual(s) will serve as the primary contact(s) for Consultant in the administration of this Agreement:

Mindy Fogg, Principal Planner, Community Development Department

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

3. **TERM**. This Agreement shall be effective as of the date first above written and shall continue until all Services to be provided by Consultant are completed to the satisfaction of the City, unless terminated earlier as provided for herein.

4. **COMPENSATION.**

4.1 **Basic Services**. For Basic Services, City shall pay Consultant on a time and materials basis, not to exceed amount of **$258,890** as full compensation for all labor, materials, equipment, tools, transportation, and Services. This compensation shall be paid in accordance with the payment rates and schedule as set forth in Exhibit B, attached hereto and incorporated herein by this reference as though set forth in full, based on the actual time spent on the tasks and the actual price of the necessary materials. In the event a term or condition in any document or attachment conflicts with a term or condition of this Agreement the term or condition in this Agreement shall control. Should such conflict arise the priority of documents shall be as follows: This Agreement, the City's Request For Proposal together with attachments, Consultant's proposal together with attachments.

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

4.3 **Invoices**. Should City reasonably determine that Consultant has not fulfilled any services or met the timelines established in Exhibit A, City shall notify Consultant of the failure in writing of deficiencies believed to be substantially inadequate within thirty (30) days after receipt of product or performance of Services. The City, at its discretion may provide the Consultant five (5) days to cure the breach. City may withhold the accompanying payment without penalty until such time as Consultant cures the breach. In the alternative, upon Consultant's failure to meet any deadlines the City may modify the Services schedule. Should Consultant or its representatives fail to cure the breach within five (5) days, or fail to reasonably agree to such modified schedule, City may immediately terminate this Agreement in writing, without penalty or incurring further obligation to Consultant.

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

4.5 **Taxes/Insurance/Licenses**. Consultant shall be solely responsible for the payment of any federal, state, or local income tax, social security tax, workers' compensation insurance, state disability insurance, and any other taxes or insurance which Consultant is responsible for paying as an independent contractor under federal, state or local law. At all times during the term of this Agreement, Consultant and any approved subcontractors performing Services under this Agreement shall have in full force and effect all licenses necessary for

the performance of Services hereunder, including without limitation, business licensing from City, all at the sole cost of Consultant.

5. **RECORDS**.

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

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

5.3 **Original Records**. All original agreements, data, documents, designs, drawings, exhibits, maps, models, computer files, reports, studies, surveys, notes, and other work, materials or documents prepared or used to prepare Consultant's work product in the course of providing the Services pursuant to this Agreement shall be referred to as "**Consultant Work Product**". Upon completion of, or in the event of termination or suspension of this Agreement, all completed and incomplete Consultant Work Product shall become the sole property of City once the Consultant has received payment. City may duplicate, disclose, disseminate, use, reuse or otherwise dispose of Consultant Work Product in whole or in part in any manner it deems appropriate, without the permission of Consultant. With respect to computer files, Consultant shall make available to the City, at Consultant's office and upon reasonable written request by City, the necessary computer software and hardware for purposes of accessing, compiling, transferring and printing computer files. Consultant may retain copies of such Consultant Work Product as a part of its record of professional activity, except for Consultant Work Product marked as "DRAFT" or "CONFIDENTIAL".

6. **TERMINATION.**

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

6.2 **Termination With Cause**. Either party may terminate this Agreement with cause, effective immediately upon written notice of such termination to the other party and failure

of the breaching party to correct within five (5) days of receiving such notice, based upon the occurrence of any of the following events:

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

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

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

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

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

9. **INDEMNIFICATION**. To the fullest extent permitted by law, Consultant shall indemnify, defend and hold harmless City and any of its officials, directors, employees and agents ("**Indemnified Parties**") from and against any and all losses, liabilities, damages, costs, charges, payments, claims, and expenses, including reasonable attorney's fees and costs of defense, to the extent caused by the negligence, recklessness, or willful misconduct of Consultant in the performance

under the terms of this Agreement, including but not limited to any activities associated with carrying out the agreed to Services by Consultant, its agents, employees, subcontractors, consultants, assigns or by any individual or entity for whom Consultant is legally liable. In no event shall the cost to defend charged to Consultant exceed the Consultant's proportionate percentage of fault. City will reimburse Contractor for the proportionate percentage of defense costs exceeding Contractor's proportionate percentage of fault as determined by a Court of competent jurisdiction.

10. **RELEASE OF INFORMATION.**

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

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

11. **RELATIONSHIP TO CITY.**

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

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

Consultant for performing Services hereunder for City. City shall not be liable for compensation or indemnification to Consultant for injury or sickness arising out of performing Services hereunder.

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

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

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

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

12. **GENERAL PROVISIONS.**

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

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

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

To City:	**To Consultant:**
Michael Ramirez, City Manager	Ruta K. Thomas
City of Carpinteria	Environmental Science Associates
5775 Carpinteria Avenue	115 S. La Cumbre Lane, Suite 300
Carpinteria, CA 93013-2698	Santa Barbara, CA 93105
P: (805) 684-5405	P. (805) 880-0922

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

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

12.5 **Licenses**. At all times during the term of this Agreement, Consultant shall have in full force and effect, all licenses, certifications, or related credentials required by law for the performance of Services described in this Agreement. Consultant represents that it and/or its employees, agents and subcontractors engaged in such activities possess such licenses, certifications, or credentials and that such licenses certifications, or credentials are current, active, and not in a state of suspension or revocation.

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

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

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

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

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

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

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

12.13 **Controlling Law**. The City and Consultant understand and agree that the laws of the State of California shall govern the rights, obligations, duties and liabilities of the parties to this Agreement and also govern the interpretation of this Agreement, with venue proper only in the County of Santa Barbara, State of California.

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

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

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

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

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

"CITY"
City of Carpinteria

By:_____
Michael Ramirez, City Manager

APPROVED AS TO FORM:
City of Carpinteria

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

"CONSULTANT"
Environmental Science Associates

By:_____
Ruta K. Thomas, So. Cal. Regional Director

ATTEST:
City of Carpinteria

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

EXHIBIT A

BASIC SERVICES TO BE PERFORMED

City of Carpinteria, Community Development Department

Revised Proposal for the Surfliner Inn Development Project EIR

Project #23-2254-DP/CUP/CDP









REVISED: March 13, 2025

Project Team Leader: Brian Allee
949.870.1536 | BAllee@esassoc.com

Environmental Science Associates
esassoc.com

City of Carpinteria, Community Development Department

Proposal for the Surfliner Inn Development Project EIR

Project #23-2254-DP/CUP/CDP

PREPARED FOR:

City of Carpinteria, Community Development Department
Mindy Fogg
Principal Planner
5775 Carpinteria Avenue
Carpinteria, CA 93013
mindyf@carpinteriaca.gov

PREPARED BY:

Environmental Science Associates
Brian Allee, Project Manager
115 S. La Cumbre Lane, Suite 300
Santa Barbara, CA 93105
BAllee@esassoc.com

REVISED: March 13, 2025

115 S. La Cumbre Lane, Suite 300
Santa Barbara, CA 93105
805.880.0922 phone
213.599.4301 fax
esassoc.com

March 13, 2025

City of Carpinteria
Attention: Mindy Fogg, Principal Planner
5775 Carpinteria Avenue
Carpinteria, CA 93013

RE: Proposal for the Surfliner Inn Development Project Environmental Impact Report

Dear Ms. Fogg,

As experts in navigating the complexities of environmental planning within California's Coastal Zone, Environmental Science Associates (ESA) is uniquely positioned to guide the Surfliner Inn Development Project in downtown Carpinteria through every step of the California Environmental Quality Act (CEQA) review process. Our proven project leaders have extensive CEQA experience on a wide range of development projects in the Coastal Zone and hotel projects throughout Southern California, which gives us the right mix of expertise and local knowledge to lead this project to success.

Trusted CEQA Experts for Complex Projects

ESA is a recognized leader in CEQA compliance, having completed over 16,000 environmental documents over the last five decades, many for complex projects requiring early considerations and proactive actions. It's no secret that new development projects on sites adjacent to existing homes and businesses can be negatively perceived by community members and other interested parties, often leading to opposition. We are aware of the potential issues this project may face, particularly community concerns about the development, construction-related impacts, and the unique challenges posed by the project's location in the Coastal Zone. Our team has successfully navigated similar challenges on high-profile and contentious projects throughout Southern California, including the Miramar Hotel Environmental Impact Report (EIR) in Santa Monica and the Universal Hilton EIR in Universal City. We understand the intricacies of working with diverse interested parties and have a proven track record of addressing concerns before they become obstacles. As CEQA experts, we are dedicated to delivering thorough, clear, and legally defensible environmental documents, and we will apply the same commitment to the Surfliner Inn EIR.

Skilled in Navigating Complex Coastal Zone Projects

ESA has led a variety of projects within the Coastal Zone in California, including several hotel and mixed-use developments such as the Marina del Rey Marriott and the Back Bay Landing Project in Newport Beach. We have in-depth knowledge of the unique regulatory challenges these projects face, particularly with respect to the California Coastal Act, Local Coastal Programs, and coastal resource protection. Our projects have a history of successful approvals from local governments and agencies such as the California Coastal Commission. We have a well-rounded understanding of the varied impacts such developments can have on the environment and the surrounding community, as well as how to effectively navigate through potential challenges. Building on this experience, we will apply our expertise to the Surfliner Inn EIR to effectively navigate regulatory challenges and support a successful outcome for the City.

Experienced Leadership Driving Project Excellence

Our project team will be managed by **Brian Allee**, a proven senior environmental planner with experience managing and supporting the preparation of environmental documents for a variety of projects within and outside the Coastal Zone. With more than 20 years as an environmental professional, Brian possesses the necessary expertise for streamlining processes and adhering to rigorous schedules and budgets. A further advantage is his genuine passion for California's

beaches and coastal ecosystems. As a resident of Huntington Beach, one of Southern California's most iconic beach cities, Brian brings a unique and valuable perspective to managing environmental documents for projects in the Coastal Zone.

Brian will be the City's main point of contact for this project. He will be supported by **Ruta Thomas**, Southern California Regional Director and authorized signatory, who will assume the role of Project Director. Ruta will provide senior oversight and adherence to ESA's rigorous Quality Assurance/Quality Control process. Our leadership team also includes **Selena Whitney, AICP**, a senior land use planner out of ESA's Santa Barbara office who worked as a planner in the County of Santa Barbara Planning & Development Department for nearly a decade. Selena will support the project by facilitating Coastal Act consistency and preparing the Land Use section of the EIR.

We are excited about the opportunity to contribute to the success of this important project in Carpinteria and we welcome the chance to discuss how we can support you and your team in achieving the desired outcomes. Please don't hesitate to contact us if you have any questions or need further information. Brian can be reached at BAllee@esassoc.com or 949.870.1536.

Sincerely,

Brian Allee
Senior Environmental Planner

Ruta K. Thomas
Southern California Regional Director

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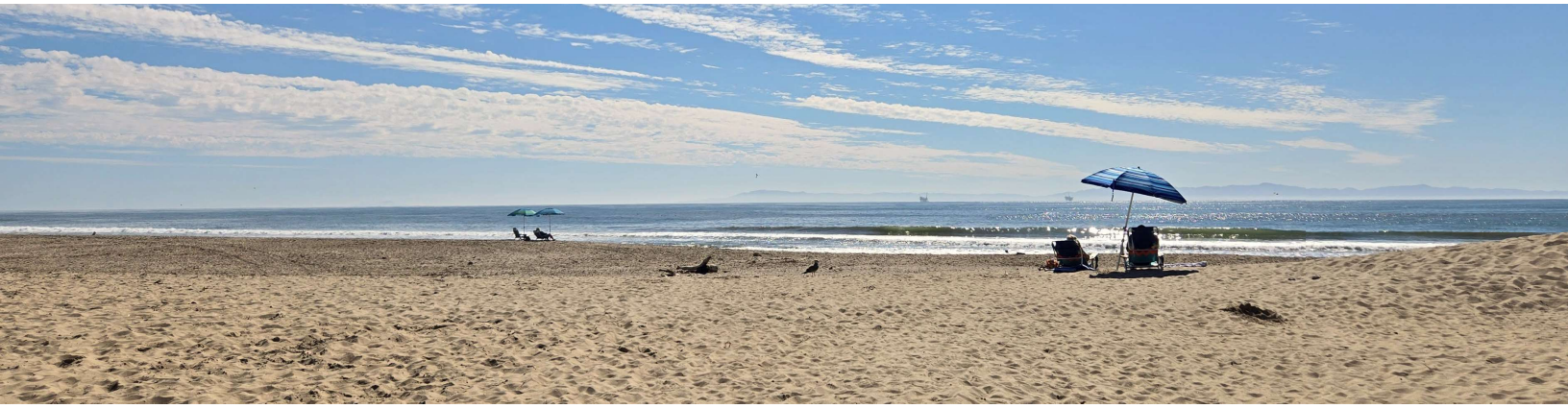
SECTION 1

Who is ESA?



Environmental Science Associates (ESA) is a 100 percent employee-owned, California-based corporation with more than 750 people in 22 offices throughout the West Coast and the Southeast, including our newest office in the City of Santa Barbara. Over the last five decades, our environmental planners have employed their technical command of the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) to prepare environmental documentation—we've prepared more than 16,000 documents firmwide—and to provide strategic support for compliance with environmental regulations. Our core business is the preparation of CEQA and NEPA compliance documents, including initial studies, negative declarations, mitigated negative declarations (MNDs), environmental assessments, Environmental Impact Reports (EIRs), and Environmental Impact Statements, as well as the associated supporting technical studies. Our firm is composed of environmental planners and technical specialists in fields such as air quality, archaeology, biology, geology/environmental hazards, geographic information systems, greenhouse gas (GHG) emissions, historic resources, hydrology, landscape architecture, noise and vibration, paleontology, sustainability and climate, tribal cultural resources (including Assembly Bill 52 facilitation), and water quality. Our broad expertise allows us to prepare the necessary technical analyses to support a range of environmental compliance documents.

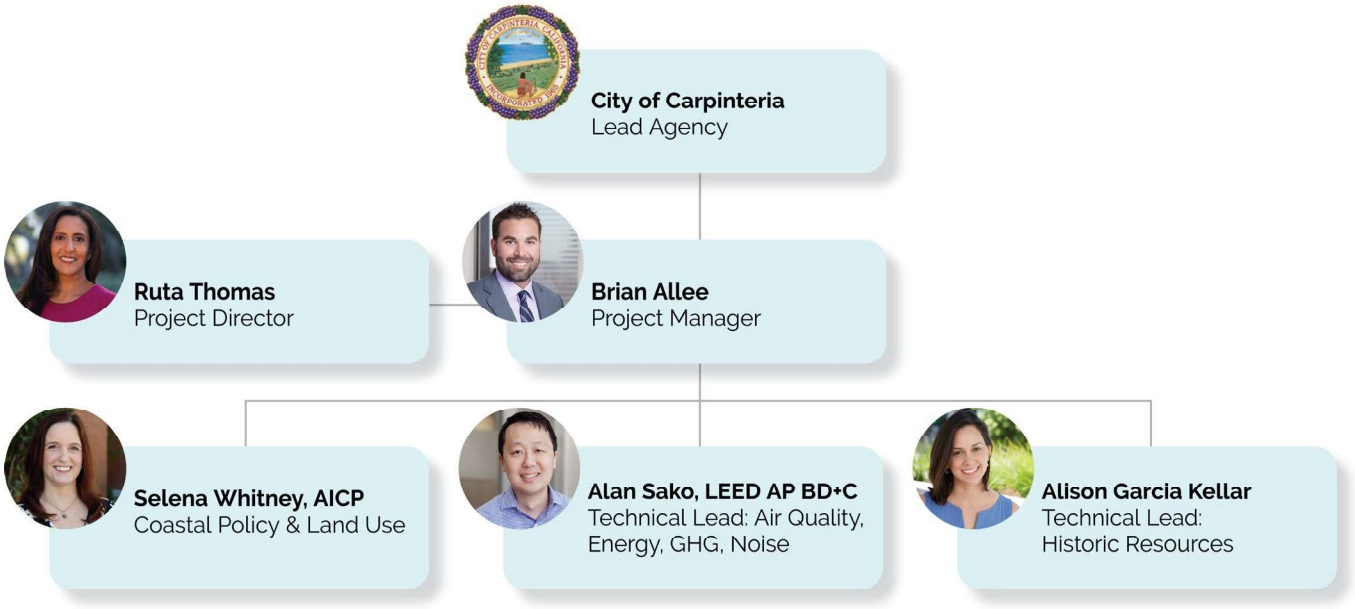
ESA is a recognized leader in environmental planning and CEQA compliance, with extensive experience preparing environmental documents for an array of development projects, including mixed-use, hospitality, high-density housing, and commercial developments—many of which have been high-profile, controversial projects subject to significant scrutiny from community members and other interested parties. ESA also has a proven track record of successfully managing complex projects such as the Back Bay Landing within California's Coastal Zone, and we have a deep understanding of the unique regulatory and environmental considerations specific to these areas. Our team has worked on several projects similar to the Surfliner Inn Project (or Project), providing our clients with thoroughly analyzed and mitigated environmental impacts in compliance with CEQA and coastal regulations. Through this expertise, ESA is well-equipped to provide comprehensive and effective environmental documentation for the Project, supporting the City of Carpinteria (City) Community Development Department (CDD) through a streamlined approval process and promoting sustainable development in harmony with the local environment.



SECTION 2

Meet the Team

ESA has assembled a highly qualified team with the expertise necessary to successfully execute the EIR for the Surfliner Inn Project. Our team members bring years of experience on similar projects, including those within the California Coastal Zone, and we understand the unique challenges and regulatory requirements involved. Additionally, as a locally based team in Southern California, we are deeply familiar with the region's environmental, community, and regulatory dynamics, allowing us to provide tailored solutions and foster strong connections with interested parties. Below we present an at-a-glance visual of our team members who will lead the various key components of the Project, followed by their experience summaries. We've included a set of tailored resumes with further details of our team members' relevant project experience in **Appendix A** of our proposal.



Brian Allee | Project Manager

Education: Bachelor of Science, City and Regional Planning, California Polytechnic State University, San Luis Obispo

Brian Allee is a senior environmental planner and senior Project Manager with over 20 years of experience in project entitlements and preparing environmental documentation compliant with CEQA and NEPA. He is experienced in research, analysis, and preparation of all levels of CEQA and NEPA documentation for a wide variety of project types, including mixed-use/urban infill projects, large-scale residential and specific plan developments, industrial and commercial developments, hotels, sports arenas, parks, medical facilities, waste management, water and wastewater infrastructure, and coastal development projects. He also lends his expertise in the environmental review process and knowledge of the CEQA checklist issues to the preparation of various impact analysis sections.

Brian's experience managing and preparing several EIRs and MNDs for projects within the California Coastal Zone, such as the Marriott Courtyard in Marina del Rey and the Newport Dunes Resort and Back Bay Landing projects in Newport Beach, has given him a deep understanding of the unique regulatory, environmental, and community considerations specific to coastal projects. Through this experience, he is well-equipped to navigate complex coastal projects, ensuring that both environmental protection and development goals are effectively balanced.

Brian will serve as the main point of contact for the CDD. He will be responsible for the day-to-day management of all Project tasks. He will ensure that Project deliverables are met, and that the Project stays within budget. He will also lead, prepare, and oversee the work of the CEQA team and in-house technical team members.



"As someone who is passionate about protecting California's beaches, I'm committed to supporting sustainable development that respects the environment. I'll prioritize responsible environmental practices and carefully address potential impacts on coastal habitats and public access."
—Brian Allee, Project Manager

Ruta K. Thomas | Project Director

Education: Master of Arts, Environmental Studies, Brown University; Bachelor of Arts, Biology/Economics, Lehigh University

Registration: Registered Environmental Property Assessor (No. 596576)

Ruta K. Thomas has 27 years of experience in the environmental and planning industry. She is known for managing the preparation and coordination of highly complex, controversial, and visible long-range planning and environmental documents for development and redevelopment projects throughout California. This experience involves managing projects involving large multidisciplinary teams and navigating them through complex regulatory requirements and oversight. She is well-versed in all areas of CEQA and NEPA, including facilitating community outreach workshops and events to effectively address participants' concerns. And because she stays current on regulations, policies, and case law, she's able to ensure that CEQA is being applied correctly, and that her clients are meeting all applicable requirements for their projects. She brings scientific rigor to the projects she works on, and through her demonstrated expertise in writing and negotiation, she effectively communicates and collaborates with agencies and colleagues to successfully achieve clients' goals.

Ruta will provide senior-level oversight of Project execution. She will engage in a thorough and comprehensive review process to confirm the environmental analysis is technically accurate and legally defensible. She will also be available to support Brian with reallocation of staff resources, if needed.



"I value being able to execute on the importance of natural resource stewardship through projects like the Surfliner Inn. It allows us the opportunity to enhance the enjoyment and appreciation of cultural and historical sites and resources. When natural resources are managed responsibly, the historic and cultural significance they hold becomes more accessible and meaningful to visitors."
—Ruta K. Thomas, Project Director



Selena Whitney, AICP | Coastal Policy, Land Use & Planning Lead

Education: Master of Planning, Land Use/Regional Planning/Sustainability Concentration, University of Southern California; Bachelor of Science, Biology, Ecology concentration, Otterbein University

Certification: American Institute of Certified Planners (AICP)

Selena Whitney, AICP, is a Project Manager and Senior Planner with a broad and diverse range of policy, permitting, and environmental planning experience, including as a County of Santa Barbara Planner for nearly a decade. She managed or was an integral part of several large and complex land use projects for the County, including the Coastal Resiliency Project, Housing Element Update, Airport Land Use Compatibility Plan, Climate Change Vulnerability Assessment, 2030 Climate Action Plan, and Active Transportation Plan. Part of her County tenure was in the Planning & Development Department's Development Review Division, where she worked with applicants to permit development applications within the Coastal Zone and Inland areas of the County. At ESA, she is managing the County's Utility-Scale Solar Ordinance Update project, in addition to coastal projects such as the California Coastal Commission's Middle-Mile Broadband Implementation Project, the City of Fort Bragg Sea Level Rise Resilience Strategy, and the Malibu Public Works Plan EIR. She is also managing the CEQA process for several renewable energy projects throughout California. She successfully implements complex land use and environmental projects by collaboratively working with team members, outside agency partners, consultants, and customers. Her consulting background includes managing and producing land use planning documents, EIRs, and technical studies for federal, state, and local government and private sector clients.

Selena will support the Project by ensuring coastal policy compliance. She will also prepare the Aesthetics and Land Use and Planning sections of the EIR. As a Santa Barbara County resident and employee of our Santa Barbara office, Selena can be readily available to attend City meetings and in-person public outreach, in addition to or in support of the Project Manager and Project Director.

Alan Sako, LEED AP BD+C | Technical Lead for Air Quality, Energy, Greenhouse Gas, & Noise

Education: Bachelor of Science, Atmospheric, Oceanic & Environmental Science, University of California, Los Angeles

Certification: U.S. Green Building Council, LEED Accredited Professional (BD+C)

Alan Sako, LEED AP BD+C has over 22 years of experience in preparing and managing air quality and climate change analyses, performing ambient air quality impact analyses and health risk assessments for CEQA and NEPA documents, and providing air quality permitting and compliance support. He is an expert at using current air pollutant dispersion and emissions modeling programs. He has conducted numerous air quality and GHG analyses that have withstood legal and public scrutiny for a variety of residential, commercial, industrial, institutional, and infrastructure projects. For example, Alan worked with the California Air Resources Board to certify the first mixed-use project in the state—located at 8150 Sunset Boulevard—as an Environmental Leadership Project demonstrating no net increase in GHG emissions.

Alan is also experienced in providing acoustical/noise and vibration monitoring and modeling, regulatory analysis, and developing noise mitigation for identified impacts. He has conducted numerous acoustical analyses for a variety of residential, commercial, industrial, institutional, and infrastructure and special event projects. He also has experience in assessing vibration impacts from the use of heavy-duty equipment such as pile drivers, bulldozers, and loaded haul trucks.

Alan will provide senior peer review of the applicant-prepared technical analyses in the areas of air quality, energy, GHG, and noise for incorporation into the EIR.

Alison Garcia Kellar | Technical Lead for Historic Resources

Education: Master of Science, Historic Preservation, University of Pennsylvania; Bachelor of Arts, Design, University of California at Davis

Alison Garcia Kellar is a senior architectural historian with 13 years of professional experience and a background in historic preservation, design, and museum collections. Her work with historic resources and cultural heritage in California has included managing and authoring historic resource assessments, National Register nominations, historic structure reports, and feasibility studies, in addition to extensive archival research and resource documentation. Alison applies her understanding of preservation design and historic interiors to inform impact analyses for proposed redevelopment and recommendations for adaptive reuse. She has extensive experience with the identification, recordation, and evaluation of historic resources throughout California.

Alison will oversee the record search and identification of potential historic resources adjacent to the Project site for historic resources compliance with CEQA.



SECTION 3

Experience That Speaks

To demonstrate our capability to effectively manage and prepare EIRs for projects relevant to the Surfliner Inn Project, we have highlighted a selection of past projects that align with the Project's scope and complexity. These past projects showcase our experience in navigating environmental considerations specific to hospitality and mixed-use development, addressing issues such as traffic, water use, aesthetic impacts, and compliance with local regulations. Our successful track record in delivering high-quality EIRs for similar projects reflects our ability to provide thoughtful, thorough, and efficient environmental analysis tailored to the unique needs of each project.



Miramar Hotel EIR

ESA prepared an EIR for redevelopment of the Miramar Hotel site in downtown Santa Monica, which is within the Coastal Zone and the Downtown Community Plan Area, for which a Specific Plan was adopted in 2017. The project would redevelop the renowned Miramar Hotel (i.e., the Hotel Parcel), which is situated on approximately 4.4 acres and has a long and storied history. The project would result in the preservation of the Hotel Parcel's on-site historical resources, including the designated Landmark Palisades Building, which was built in 1924, and the designated Landmark Moreton Bay Fig Tree, which is a specimen tree that was planted in 1889 by city founder John Percival Jones more than three decades before the construction of the hotel. The 130-foot proposed hotel would include 312 guest rooms as well as banquet space, meeting rooms, retail floor area, a pool/spa, and garden areas. In addition, up to 60 market-rate condominium units would be developed on the upper floors of the new building on the Hotel Parcel. The project also proposes ground-level retail uses and public amenities, including a large public open space area with seating, art, and other landscape features. The Second Street Parcel, which currently provides surface parking for the hotel, would be redeveloped with up to 48 affordable housing units and subterranean parking. We addressed construction effects, including noise, vibration, and health risk given the proximity to sensitive receptors; historic resources (on- and off-site); and transportation, both level of service and vehicle miles traveled. Given the location and high-profile nature of the hotel, the City received approximately 85 comment letters on the Draft EIR that we carefully addressed. The City Council approved the project and certified the EIR in October 2020.





Back Bay Landing EIR and EIR Addendum

ESA prepared an EIR for the proposed Back Bay Landing project located on a waterfront property in Upper Newport Bay. The EIR addressed various discretionary land use approvals to accommodate the future redevelopment of the approximately seven-acre project site with a mixed-use waterfront development, including visitor-serving commercial uses, dry stack boat storage, and limited residential uses. The applicant requested approval of General Plan, Coastal Land Use Plan and Planned Community legislative approvals to allow for consideration of a future project with specific project-level design details to be evaluated during the Site Development Plan and Coastal Development Permit application process. Among key issues addressed in the EIR are aesthetics/views, biological (marine) and jurisdictional resources, historic resources, hydrology and water quality, land use (including an Airport Land Use Plan and Coastal Act consistency), and traffic/circulation. In 2016, at the request of the City, we also prepared an Addendum to the Certified Back Bay Landing Project EIR to address changes to the proposed amendments and legislative approvals due to input from the California Coastal Commission. And earlier this month, we were awarded a new contract with the City of Newport Beach to prepare a Supplemental EIR to address proposed infrastructure modifications to the Back Bay Landing Project. This project will be kicking off in Spring 2025!



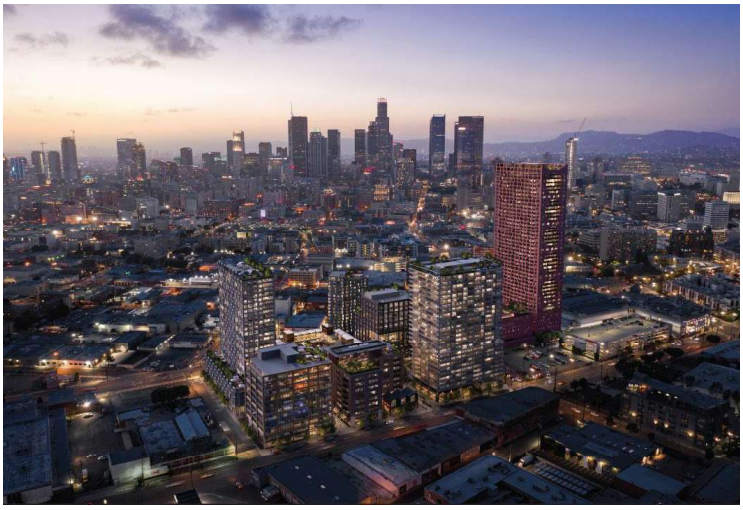
Marina del Rey Marriott Courtyard and Residence Inn Hotel EIR Addendum

ESA (formerly PCR) prepared an addendum to the EIR for the Marina del Rey Marriott Courtyard and Residence Inn Hotel. This project involved the development of a reduced-scale hotel on a 2.2-acre site, incorporating both environmental and urban planning considerations across multiple technical areas. We conducted a comprehensive environmental review that addressed key issues such as air quality, biological resources, noise, traffic/access, hydrology, and visual resources. Our analysis included the assessment of potential impacts related to land use, public services, and infrastructure, ensuring that the project adhered to applicable regulations and provided necessary mitigation measures for impacts like traffic flow, noise levels, and water usage. This project required a detailed evaluation of the surrounding marina environment, including visual and aesthetic impacts, traffic congestion, and hydrological considerations. Our team provided clear, data-driven recommendations to mitigate these impacts, aligning the project with local planning goals and ensuring compliance with Coastal Zone requirements.



Hilton Universal City Hotel EIR

ESA is preparing the EIR for the Hilton Universal City Hotel project located directly adjacent to the main entrance of the Universal Studios Hollywood theme park. The project would construct a new 18-story, approximately 300,000-square-foot (sf) Hotel Expansion Building immediately south of the existing hotel tower, which will include 395 guest rooms, restaurant and bar spaces, a spa, and new outdoor pool areas on the roof and the southern portion of the project site. In addition, the project would include a revised surface parking program, landscape and hardscape improvements throughout much of the project site, and a new Gate Entryway structure. Key issues addressed in the EIR included construction air quality and noise effects, biological resources (bat roosts), cultural and tribal cultural resources sensitivity, vehicular and pedestrian access, and sewer capacity. Given the high-profile nature of the project location adjacent to Universal Studios, close coordination with theme park ownership and other interested parties throughout the EIR process was critical to project success, and this front-loaded coordination effort resulted in minimal public comments being submitted on the Draft EIR. Certification of the Final EIR is anticipated to occur in Spring 2025.



Fourth and Central EIR

ESA prepared an EIR for the Fourth and Central Mixed-Use project in the City of Los Angeles. The project would demolish the existing surface parking and cold storage facility uses and would adaptively reuse, if feasible, a portion of a six-story cold storage building, while demolishing the remaining warehouse uses on the project site. The project would include 1,500+ residential units; 500,000 sf of office, restaurant, and retail space; and a 68-room hotel. The project would include 90,000+ sf of publicly accessible open space, including paseos between Central Avenue and Alameda Street, plazas, and pocket parks. Parking would be provided in up to four levels of subterranean parking and in above-grade parking podiums. The project received immense scrutiny from community members and organizations, and received 110 comment letters during the Public Review period. The project's large size was a major concern for community members. With the proposed buildings ranging in height from 2 to 44 stories, community members felt that the project did not exhibit neighborhood compatibility. Short-term construction-related impacts were also a concern to community members due to the project requiring more than 5 years of intensive construction activities. Another key issue for the project included impacts to historic resources (direct and indirect), as the on-site cold storage building is a historic resource. The Final EIR has been completed and is currently awaiting the final hearing for certification/approval.



670 Mesquit Street EIR

ESA prepared an EIR for the 670 Mesquit Street Mixed-Use project in the City of Los Angeles. The project is a mixed-use development that would total nearly 1.8 million sf of floor area and would include creative office space (~0.9 million sf); 300+ multi-family residential units, 16 percent of which would be affordable units; a 236-room hotel; retail (including grocery and farmer's market); restaurant; studio, event, gallery and potential museum space; and a gym. The project would feature over 140,000 sf of open space plus an additional 130,000 sf of open space deck to be built over a portion of the freight and passenger rail lines and rail yards east of the project site and along the Los Angeles River. The ambitious deck concept over the rail yards presented numerous issues and challenges for construction and operation of the project. Also, the adjacent historic 7th Street Bridge required that considerable care be taken by the project to minimize impacts to this historic structure. The project was greatly supported by the community, and only received seven comment letters. The EIR was certified in January 2024.



SECTION 4

Voices of Trust

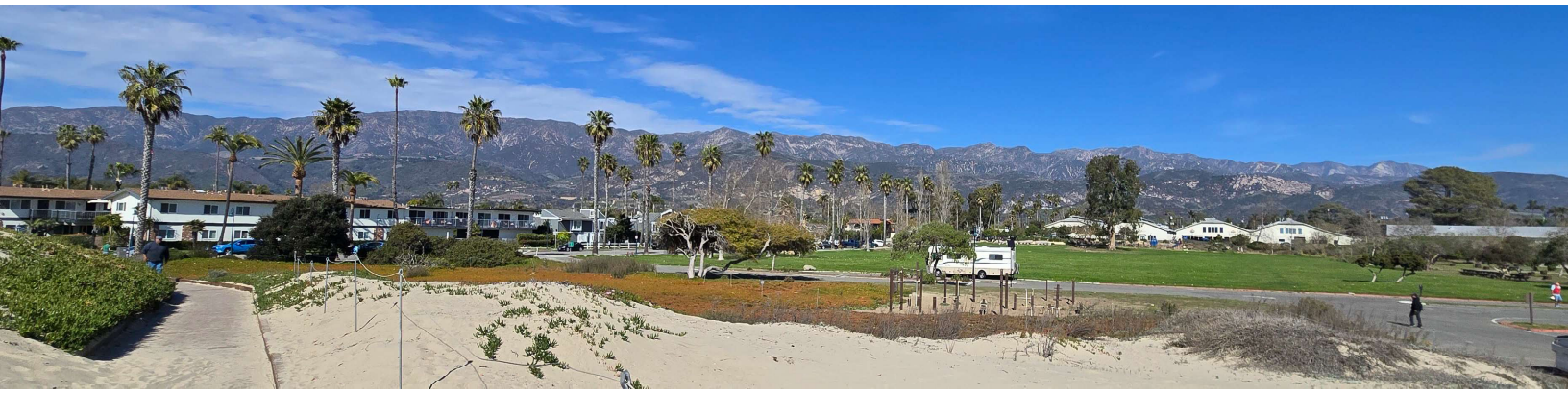
ESA has built a strong reputation for responsive service, technical excellence, and high-quality work products. A significant portion of our work comes from repeat clients, which reflects the lasting relationships we've developed and our commitment to delivering results that consistently meet their needs. We invite you to contact our clients, listed below, for their feedback on the quality of our work, technical expertise, and our ability to meet schedules and budgets.

CITY OF SANTA MONICA
Contact: Rachel Kwok, Environmental Planner
Phone: 310.458.8341
Email: rachel.kwok@smgov.net
Project: Miramar Hotel EIR

CITY OF NEWPORT BEACH
Contact: Jaime Murillo, Associate Planner
Phone: 949.644.3209
Email: jmurillo@newportbeachca.gov
Project: Back Bay Landing EIR & EIR Addendum

CITY OF LOS ANGELES
Contact: Tamar Gharibian, Planning Assistant
Phone: 213.978.1797
Email: tamar.gharibian@lacity.org
Project: Fourth and Central EIR

VELLA GROUP
Contact: Michael LoGrande, Project Applicant
Phone: 562.370.6800
Email: michael@vellagroup.com
Project: 670 Mesquit Street EIR



SECTION 5

Our Approach to Project Success

Our approach to preparing the EIR for the Surfliner Inn Project begins with a project kick-off meeting with the CDD and Applicant to confirm we have all updated plans and technical reports. Our next step is to formulate a working description for the Project, which is critical to a successful EIR process. Given that most technical studies have already been prepared by the Applicant, our team will conduct an upfront CEQA adequacy peer review to ensure consistency and quality before proceeding with preparing the Notice of Preparation and the Administrative Draft EIR. If any issues are identified with the previously prepared technical studies, we will provide a CEQA Adequacy Peer Review Memorandum summarizing all findings, assessments, and recommendations. Our approach assumes that all previously prepared technical studies are sufficient for incorporation into the EIR without major revisions.

Recognizing that the Project is located within the California Coastal Zone, we will engage early with the California Coastal Commission to identify key concerns to ensure their input is integrated efficiently. This coordination will occur in parallel with the EIR process, streamlining the process and minimizing delays while staying within our budget. Additionally, given the community interest surrounding the Surfliner Inn Project, we will facilitate a thorough public review period to allow for meaningful engagement and feedback. Our ultimate objective is to prepare a legally defensible environmental document that balances regulatory compliance, community concerns, and environmental protection while supporting the development of a thoughtfully designed coastal destination.

Scope of Work

Task 1: Project Initiation and Kickoff Meeting

ESA's Project Director and Project Manager will attend an in-person Project kick-off meeting with CDD staff and the Applicant. ESA will prepare a meeting agenda prior to the meeting and will distribute meeting minutes within one (1) week after the Project kick-off meeting. The purpose of the Project kick-off meeting will be to:



- Review the agreed upon scope of work for the Project and establish team roles and clear lines of communication between the CDD staff, Applicant, and ESA;
- Establish procedures for product review and task completion;
- Obtain any additional relevant plans, technical reports, studies, and ordinances;
- Establish a mutual understanding of the key focused issues to be addressed in the EIR, and delve into Project-related issues;
- Discuss the Project Description and objectives as well as possible Project alternatives; and
- Identify a preliminary Project schedule and key milestones, including delivery of and review of technical studies.

ESA's Project Director and Project Manager will coordinate with in-house ESA staff to establish protocols and relay information obtained during the Project kick-off meeting and initiate work efforts.

Deliverables:

- *ESA will prepare a Project kick-off meeting agenda.*
- *ESA's Project Director and Project Manager will attend an in-person Project kick-off meeting at a location to be determined by CDD staff.*
- *ESA will prepare Project kick-off meeting minutes.*

Task 2: Project Description

The formulation of a working description for the Project is critical to a successful EIR process. ESA will work closely with CDD staff and the Applicant to prepare a clear and complete Project Description that articulates the components of the Project, as well as the Project objectives. ESA will provide a list of data needs, if applicable, to CDD staff and the Applicant. Following receipt of the data needs, ESA will prepare a Project Description that will clearly describe the components of the Project.

The Project Description will include a regional and local setting, the Project site, Project history, Project objectives, and technical, environmental, and other characteristics of the Project. The description will also include the intended uses of the EIR, including a list of responsible, trustee, and other agencies expected to use the EIR in decision making. A list of permits and approvals for which the EIR will be used will also be provided. ESA will finalize the draft Project Description within two (2) weeks of receipt of all data necessary to prepare the Project Description.

Deliverables:

- *ESA will submit a list of data needs, if applicable, after receipt of Project plans and relevant technical reports.*
- *ESA will submit one (1) electronic copy (in Microsoft Word and PDF formats) of the draft Project Description to the CDD staff for one (1) round of review. Following receipt of comments from CDD staff on the draft Project Description, ESA will provide the applicable revisions.*
- *ESA will submit one (1) electronic copy (in Microsoft Word and PDF formats) of the final Project Description to CDD staff.*

Task 3: CEQA Adequacy Peer Review



ESA understands that the Applicant has prepared the following technical reports and evaluations: Air Quality and Greenhouse Gas Emissions Technical Memorandum for the Surfliner Inn Project (Air Quality and Greenhouse Gas Emissions Technical Memorandum), prepared by Dudek, dated July 30, 2024; Noise and Vibration Technical Memorandum for the Surfliner Inn Project (Noise and Vibration Memorandum), prepared by Dudek, dated May 7, 2024; Preliminary Tree Assessment Report (Tree Report), prepared by Bill Spiewak, dated December 14, 2023; Phase 1 Archaeological Resources Report (Archaeological Resources Report), prepared by Stone Archaeological Consulting, dated December 2023; Engineering Geology and Geotechnical Engineering Report (Geotechnical Report), prepared by Earth Systems Pacific, revised November 22, 2023; Review of Previous Environmental Site Assessment, Remediation, and Regulatory Closure (Previous Environmental Site Assessment), prepared by Campbell Geo Inc., dated March 22, 2013; SWCP Tier Determination Letter (SWCP Letter), prepared by Ashley & Vance Engineering, Inc., dated September 13, 2023; and Updated Traffic and Parking Study

for the Surfliner Inn Project (Traffic and Parking Study), prepared by Associated Transportation Engineers, dated June 6, 2024. ESA will provide a CEQA adequacy peer review to determine if adequate supporting documentation is provided to respond to the CEQA Checklist questions related to air quality, biological resources, cultural resources, geology and soils, greenhouse gas emissions, hazards and hazardous materials, hydrology and water quality, noise, and transportation.

ESA will document our findings in a CEQA Adequacy Peer Review Memorandum summarizing all findings, assessments, and recommendations. If requested by CDD staff, ESA will review the applicable revised technical reports and evaluations to ensure any necessary revisions, improvements, or clarifications have been incorporated. For the purposes of this scope of work, it is assumed that ESA will not be required to conduct any remodeling or reanalysis, and that the above-mentioned technical reports and evaluations will not require substantive changes.

Deliverable:

- *ESA will submit one (1) electronic copy (in Microsoft Word and PDF formats) of a CEQA Adequacy Peer Review Memorandum.*

Task 4: Notice of Preparation/Notice of Completion, Scoping Meeting

ESA will prepare a draft Notice of Preparation (NOP) for the Project that is consistent with the procedural and substantive provisions of State CEQA Guidelines Section 15082. The NOP will provide sufficient information describing the Project and potential environmental effects to enable the responsible agencies, other agencies, and the public to provide meaningful input into the scoping process. ESA will include the Public Scoping Meeting Notice within the NOP. ESA will prepare one (1) electronic copy of the draft NOP/Public Scoping Meeting Notice and a draft Notice of Completion (NOC)/Environmental Document Transmittal for CDD staff review. After receipt of comments from CDD staff, ESA will review the comments and prepare a final version of these notices. Per discussion with CDD staff, it is our understanding that CDD staff will prepare the distribution list and will distribute the NOP/Public Scoping Meeting Notice. ESA will provide an electronic submittal of the NOP/Public Scoping Meeting Notice to the State Clearinghouse CEQAnet portal. Per discussion with CDD staff, CDD staff will file the NOP with the Santa Barbara County Clerk. In addition, ESA will prepare the public scoping meeting presentation and ESA' Project Director and Project Manager will facilitate the City's public scoping meeting. At the close of the NOP public review period, ESA will compile all NOP and public scoping meeting comments for inclusion and response within the Draft EIR.



Deliverables:

- *ESA will submit one (1) electronic copy (in Microsoft Word and PDF formats) of the draft NOP/Public Scoping Meeting Notice and the draft NOC/Environmental Document Transmittal for CDD staff review. Following receipt of comments from CDD staff, ESA will provide the applicable revisions.*
- *ESA will submit one (1) electronic copy (in Microsoft Word and PDF formats) of the final version of the notices to CDD staff.*
- *ESA will submit the NOP/Public Scoping Meeting Notice to the State Clearinghouse CEQAnet portal.*
- *ESA will prepare the public scoping meeting presentation.*
- *ESA's Project Director and Project Manager will attend an in-person public scoping meeting.*

Task 5: Administrative Draft EIR

The objective of this task is to prepare a comprehensive, accurate, and objective focused project-level EIR for the Project that fully complies with CEQA and the State CEQA Guidelines (both as in place on the date of submittal of this proposal) and all applicable guidance and procedures established by CDD staff for the purpose of environmental review. The main purpose of the Administrative Draft EIR will be to thoroughly and accurately analyze the environmental impacts of the Project. The methodology and criteria used for determining the impacts of the Project will be clearly and explicitly described in each section of the EIR, including any assumptions, models, or modeling techniques used in the analysis. The Administrative Draft EIR will include the following sections:

- Table of Contents
- Executive Summary, including a comprehensive summary table of impacts and mitigation measures, areas of controversy, issues to be resolved, and a summary discussion of the Project and its alternatives
- Introduction
- Project Description, including Project objectives, purpose and need, Project Site, Project characteristics, and required approvals
- Cumulative Projects Identification
- Introduction to the Environmental Analysis
- Environmental Topics (for each issue area evaluated):
  - Environmental Setting (existing conditions)
  - Regulatory Framework (applicable federal, state, local, plans, policies, and standards)
  - Thresholds of Significance
  - Methodology
  - Impact Analysis (short-term, long-term, direct, and indirect)
  - Mitigation Measures (for potentially significant environmental issues)
  - Level of Significance after Mitigation
- Alternatives
- Other CEQA Consequences, including environmental effects found not to be significant, irreversible environmental changes, growth-inducing impacts, and significant unavoidable environmental impacts.
- List of EIR Preparers
- References
- Appendices

The scope of work for each of the environmental issue areas is further described below and in the following pages, with an emphasis on unique and/or important components of the environmental analysis.



EXECUTIVE SUMMARY

The Executive Summary will include a brief synopsis of the Project and Project objectives, necessary actions by CDD staff in order to approve the Project or issue discretionary permits, areas of controversy/issues to be resolved, a description of the intent of the Mitigation Monitoring Reporting Program (MMRP), and an overview of Project alternatives. This chapter will also summarize (in table format) environmental impacts that would result from implementation of the Project, including the level of significance of impacts prior to the incorporation of mitigation measures, if applicable; proposed mitigation measures that would avoid or reduce Project-related impacts; and the level of significance of impacts after the incorporation of mitigation measures.

INTRODUCTION

A brief introduction to the EIR will be prepared to describe the purpose of the EIR to the reader. This chapter will describe the background of the Project, purpose, and scope of the EIR; a summary of the environmental and public review process; and a brief outline of the document's organization. Cumulative impacts will be addressed within each of the environmental topics.

PROJECT DESCRIPTION

The information for this chapter will be obtained from Task 2, Project Description, above. It will be prepared consistent with State CEQA Guidelines Section 15124 and will provide a detailed description of the Project, including its location, site history, and Project background; existing site and land use characteristics; Project objectives; anticipated construction schedule and activities; intended uses of the EIR; and Project approval requirements. Additionally, the Project Description will identify the necessary approvals required for the development of the Project.

CUMULATIVE PROJECTS IDENTIFICATION

ESA will describe the reasonably foreseeable projects that have been identified by CDD staff. ESA will work closely with CDD staff to ensure that the EIR is prepared at the appropriate level of detail and pertinent projects are evaluated. ESA assumes CDD staff will provide information on all reasonably anticipated projects as well as projected growth to ESA so cumulative projects can be adequately addressed. Potential cumulative impacts will be discussed for each technical issue.

INTRODUCTION TO THE ENVIRONMENTAL ANALYSIS

This chapter will be introduced by describing the scope and format of the environmental analysis, specifying that each environmental issue area will contain a description of the environmental setting (or existing conditions), regulatory framework, thresholds of significance used to determine the nature or magnitude of environmental impacts, analytical methodology, project-related and cumulative impacts, and feasible mitigation measures that would avoid or minimize significant environmental impacts.

ENVIRONMENTAL TOPICS

The environmental topics that will be evaluated in the EIR are presented in the order provided in the State CEQA Guidelines Appendix G.

Aesthetics

Aesthetics will be analyzed using the visual renderings on sheets A9.01 through A9.04 from the Applicant-prepared plan set dated July 17, 2024. ESA will include a discussion of the environmental setting, regulatory environment, thresholds of significance, methodology, the impact analysis (both project and cumulative), the recommended mitigation measures, and the level of significance after mitigation. The visual simulations from the Applicant-prepared plan set will be included as figures within the aesthetics section of the EIR.

Air Quality

ESA will peer review (and provide a CEQA Adequacy Peer Review Memorandum as previously described under Subtask 3.2) the Air Quality and Greenhouse Gas Emissions Technical Memorandum, prepared by Dudek, which will serve as the foundation of the air quality section of the EIR. ESA will incorporate the information from the Air Quality and Greenhouse Gas Emissions Technical Memorandum into the EIR. ESA will include a discussion of the environmental setting, regulatory environment, thresholds of significance, methodology, the impact analysis (both project and cumulative), the recommended mitigation measures, and the level of significance after mitigation. The Air Quality and Greenhouse Gas Emissions Technical Memorandum will be included as an appendix to the EIR.

Biological Resources

ESA will review relevant literature and conduct a database search on sensitive biological resources that have the potential to occur in the Project Site and vicinity. The literature review and database search will include an inquiry to the California Natural Diversity Database and California Native Plant Society Online Inventory of Rare and Endangered Plants for information regarding sensitive species and habitats in the region. Additional information sources may include U.S. Fish and Wildlife Service (USFWS) Information for Planning and Consultation, USFWS Designated Critical Habitat, National Wetlands Inventory, USFWS and California Department of Fish and Wildlife publications, scientific journal articles, and historic and current aerial photographs, as appropriate. In addition to the literature review, ESA will peer review (and provide a CEQA Adequacy Peer Review Memorandum as previously described under Subtask 3.2) the Tree Report, prepared by Bill Spiewak. ESA will summarize the existing conditions, regulatory environment, thresholds of significance, the impact analysis (both project and cumulative), the recommended mitigation measures, and the level of significance after mitigation. The Tree Report will be included as an appendix to the EIR.

This scope of work assumes that the information derived from the literature search as well as the Tree Report will be incorporated into the biological resources section of the EIR. A standalone technical report is assumed not required and is not included in this scope of work. Additionally, no site visit will be conducted under this scope of work.

Cultural Resources

ESA will peer review (and provide a CEQA Adequacy Peer Review Memorandum as previously described under Subtask 3.2) the Archaeological Resources Report, prepared by Stone Archaeological Consulting, which will serve as the foundation of the cultural resources section of the EIR. ESA will incorporate the information from the Archaeological Resources Report into the EIR. ESA will conduct a Central Coast Information Center records search specific to architectural resources locate within a 0.25-mile radius to identify previously documented historical resources in the surrounding Project area. Further, ESA's architectural historians will conduct a review of the California Built Environment Resources Directory, Santa Barbara County Historic Landmarks list, and a limited desktop review of properties that are over 45 years in age to identify additional listed or potentially eligible historic resources located within a 0.25-mile radius of the Project Site. ESA will incorporate these findings into the EIR. ESA will summarize the existing conditions, regulatory environment, thresholds of significance, the impact analysis (both project and cumulative), the recommended mitigation measures, and the level of significance after mitigation. The Archaeological Resources Report and Historical Resources Memorandum will be included as an appendix to the EIR.

Energy

ESA will quantify the Project's anticipated construction energy needs based on estimated fuel consumption for construction equipment, haul trucks, vendor trucks, and construction workers using the Project information from the Air Quality and Greenhouse Gas Emissions Technical Memorandum, prepared by Dudek. ESA will also quantify the Project's anticipated operational energy needs at full buildout conditions based on the estimated electricity and natural gas usage, water demand, and mobile trips for the Project uses based on Project information from the Air Quality and Greenhouse Gas Emissions Technical Memorandum. ESA will summarize the Project's anticipated energy needs and conservation measures. ESA will describe Project commitments, design features, and mitigation measures that would minimize and reduce the Project's consumption of fuel and energy and determine the potential for energy impacts. If potentially significant impacts are found, ESA will recommend additional feasible energy efficiency design features or mitigation measures to reduce impacts. The energy analysis will be provided in the energy section of the EIR. A standalone technical report is assumed not required and is not included in this scope of work. Energy calculation worksheets will be provided as an appendix to the EIR.

Geology/Soils



ESA will peer review (and provide a CEQA Adequacy Peer Review Memorandum as previously described under Subtask 3.2) the Geotechnical Report prepared by Earth Systems Pacific, which will serve as the foundation of the geology/soils section of the EIR. ESA will incorporate the information from the Geotechnical Report into the EIR. ESA assumes that the Geotechnical Report adequately addresses the potential geotechnical hazards such as fault rupture, seismic ground shaking, landslides, lateral spreading, subsidence, liquefaction, collapse, and expansive soil. ESA will summarize the existing conditions, regulatory environment, thresholds of significance, the impact analysis (both project and cumulative), the recommended mitigation measures, and the level of significance after mitigation. The Geotechnical Report will be included as an appendix to the EIR.

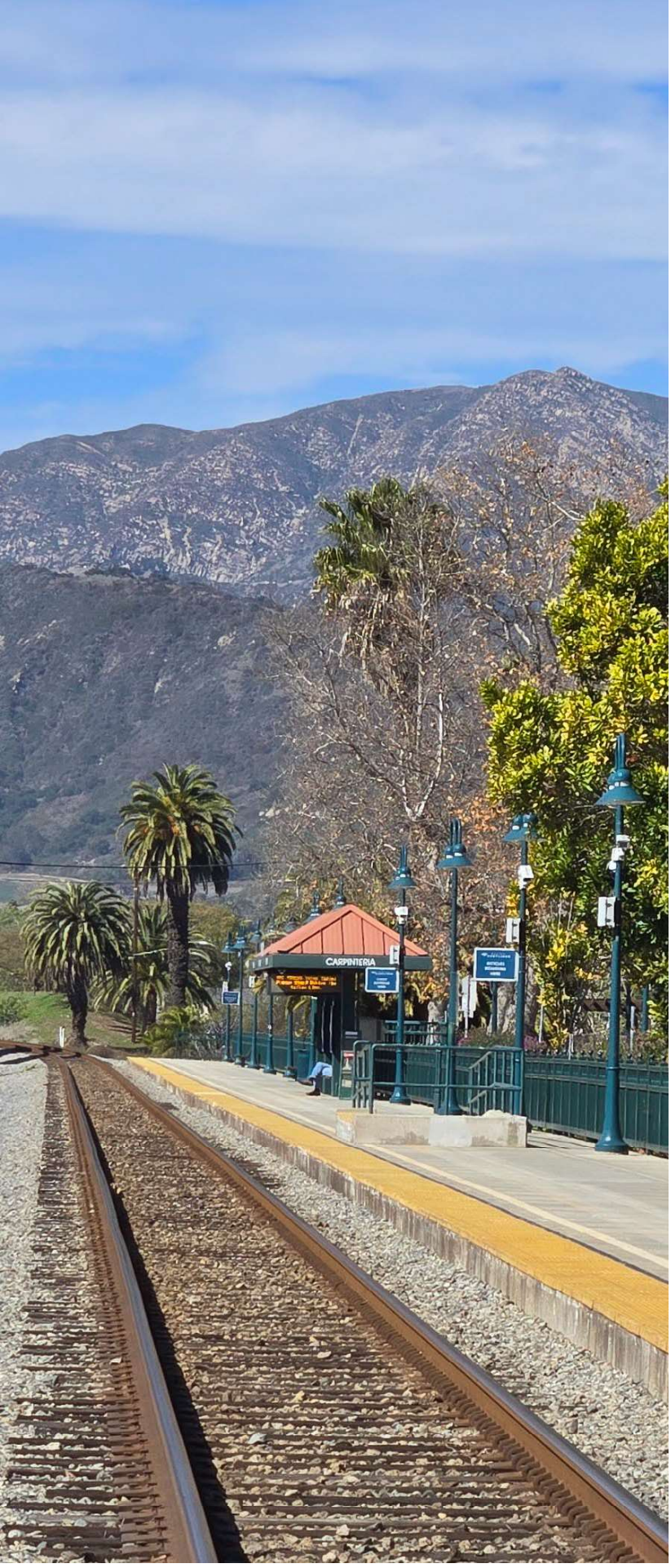
For paleontological resources, ESA will conduct a desktop analysis involving paleontological sensitivity and will incorporate information from a fossil locality search done by the Santa Barbara Museum of Natural History. ESA will incorporate this information into the EIR. A standalone technical report is assumed not required and is not included in this scope of work.

Greenhouse Gas Emissions

ESA will peer review (and provide a CEQA Adequacy Peer Review Memorandum as previously described under Subtask 3.2) the Air Quality and Greenhouse Gas Emissions Technical Memorandum, prepared by Dudek, which will serve as the foundation of the greenhouse gas emissions section of the EIR. ESA will incorporate the information from the Air Quality and Greenhouse Gas Emissions Technical Memorandum into the EIR. ESA will include a discussion of the environmental setting, regulatory environment, thresholds of significance, the impact analysis (both project and cumulative), the recommended mitigation measures, and the level of significance after mitigation. The Air Quality and Greenhouse Gas Emissions Technical Memorandum will be included as an appendix to the EIR.

Hazards & Hazardous Materials

ESA will peer review (and provide a CEQA Adequacy Peer Review Memorandum as previously described under Subtask 3.2) the Previous Environmental Site Assessment, prepared by Campbell Geo Inc., which will serve as the foundation of the hazards and hazardous materials section of the EIR. ESA will incorporate the information from the Previous Environmental Site Assessment into the EIR. ESA will include a discussion of the environmental setting, regulatory environment, thresholds of significance, the impact analysis (both project and cumulative), the recommended mitigation measures, and the level of significance after mitigation. The Environmental Site Assessment will be included as an appendix to the EIR.



Hydrology/Water Quality

ESA will peer review (and provide a CEQA Adequacy Peer Review Memorandum as previously described under Subtask 3.2) the SWCP Letter, prepared by Ashley & Vance Engineering, Inc. ESA also assumes the Applicant will prepare a technical hydrology/drainage report. ESA assumes that the hydrology/drainage report will include information that addresses all of the potential hydrological and water quality issues addressed in Section IX, Hydrology and Water Quality, in Appendix G of the State CEQA Guidelines. ESA will include a discussion of the environmental setting, regulatory environment, thresholds of significance, the impact analysis (both project and cumulative), the recommended mitigation measures, and the level of significance after mitigation. ESA will incorporate relevant exhibits prepared for the report into the EIR. The hydrology/drainage report will be included as an appendix to the EIR.

Land Use/Planning

ESA understands the Applicant is requesting approval of a development plan, Conditional Use Permit, and a Coastal Development Permit to construct a 36-room hotel and associated amenities on a portion of an existing public lot and build a new surface public parking lot on a vacant parcel. ESA will review the policies, standards, and plans of the City's General Plan, the City's Local Coastal Land Use Plan, and Title 14, Zoning Code of the City's Municipal Code, that are applicable to the Project and assess whether the Project will conflict with them. The land use/planning section will include an evaluation of the compatibility of the proposed design features with the adjacent uses.

Noise

ESA will peer review (and provide a CEQA Adequacy Peer Review Memorandum as previously described under Subtask 3.2) the Noise and Vibration Memorandum, prepared by Dudek, which will serve as the foundation of the noise section of the EIR. ESA will incorporate the information from the Noise and Vibration Memorandum into the EIR. ESA will include a discussion of the environmental setting, regulatory environment, thresholds of significance, methodology, the impact analysis (both project and cumulative), the recommended mitigation measures, and the level of significance after mitigation. The Noise and Vibration Memorandum will be included as an appendix to the EIR.

Population/Housing

ESA will evaluate potential impacts associated with the potential for direct and indirect unplanned population growth. ESA will include a discussion of the environmental setting, regulatory environment, thresholds of significance, methodology, the impact analysis (both project and cumulative), the recommended mitigation measures, and the level of significance after mitigation.

Public Services

To determine whether adequate public services could be provided to serve the Project site, letters describing the Project will be sent to the service providers. ESA will address potential impacts on fire protection services (Carpinteria Summerland Fire Protection District), police (County of Santa Barbara Sheriff's Department), schools (Carpinteria Unified School District), parks and recreation (City of Carpinteria Parks, Recreation & Community Services Department), and libraries (Carpinteria Community Library) by requesting current information on existing and planned service levels, staffing levels, and response times. The ability of existing public services to meet the demands of the Project will be described. If required, any additional capacity, services, or personnel will be discussed. Further, any unique public service needs due to the proposed use of the site will be discussed. The impact of the Project upon the ability of the service providers to maintain acceptable service levels will be discussed, anticipated impacts will be assessed, and mitigation measures, if necessary, will be provided.

Recreation

ESA will evaluate the potential effects of the Project on existing and planned recreational facilities in the vicinity of the Project. We will conduct an analysis of whether the increase in residential population will result in physical deterioration of existing facilities or if the Project will require the construction of expansion of existing recreational facilities that might have an adverse effect on the environment. Mitigation measures will be provided, if necessary.

Transportation

ESA will peer review (and provide a CEQA Adequacy Peer Review Memorandum as previously described under Subtask 3.2) the Traffic and Parking Study, prepared by Associated Transportation Engineers, which will serve as the foundation of the transportation section of the EIR. ESA will incorporate the information from the Traffic and Parking Study into the EIR. ESA will include a discussion of the environmental setting, regulatory environment, thresholds of significance, methodology, the impact analysis (both project and cumulative), the recommended mitigation measures, and the level of significance after mitigation. ESA will incorporate relevant exhibits prepared for the Traffic and Parking Study into the EIR. The Traffic and Parking Study will be included as an appendix to the EIR.



Tribal Cultural Resources

The tribal cultural resources analysis will be based on the results of Assembly Bill 52 consultation with tribal representatives who have requested notification of projects within the City pursuant to Public Resource Code Section 21080.3.1. Per discussion with CDD staff, it is our understanding CDD staff will conduct all Assembly Bill 52 consultation. ESA will incorporate the details of CDD's consultation with interested tribes and incorporate tribal information. Non-confidential documentation obtained during the consultation will be included in an appendix to the EIR. Confidential information will not be included in the EIR but will be provided to CDD staff.

Utilities/Service Systems

ESA will evaluate potential impacts associated with utilities and service systems (water, wastewater, drainage and landfill facilities as well as water supply) that provide service to the Project Site. ESA will incorporate the information from the Carpinteria Valley Water District letter dated January 22, 2024, and Carpinteria Sanitary District letter dated October 5, 2023, attached to the City's Determination of Application Completeness letter dated August 15, 2024. ESA also assumes the Applicant will prepare a technical hydrology/drainage report. Service demands will be quantified, where possible, and the impact on existing and planned utility systems will be described. ESA will consult with utility providers as appropriate. Policies provided in the City's General Plan and standard City requirements will be evaluated as to their effect of mitigating or avoiding significant effects. Additional mitigation measures will be proposed, if needed, to reduce any significant effects.

ALTERNATIVES

The EIR will include a discussion of alternatives to the Project. The EIR will include an assessment of alternatives to reduce significant Project impacts while meeting the Project's basic objectives. ESA will evaluate up to three (3) alternatives to the Project. The alternatives will be provided in a sufficient level of detail for comparison with the Project. Each alternative will be evaluated with respect to each key impact category. The advantages and disadvantages of each alternative and the reasons for rejecting or recommending the alternative will also be discussed, and the environmentally superior alternative will be identified. During the preparation of the environmental analysis, minor variations to the Project that could have the effect of reducing or eliminating environmental concerns may become apparent. These variations will be recommended, where feasible.

OTHER CEQA CONSEQUENCES

Environmental Effects Found Not to Be Significant

ESA will describe effects found not to be significant, in accordance with State CEQA Guidelines Section 15128, by listing them with brief explanations of why they are not significant. Based on a review of the Project and conditions on- and off-site, ESA assumes the following environmental issue areas could be justifiably "scoped out" of the EIR.

- Agriculture and Forestry Resources
- Mineral Resources
- Wildfire



Irreversible Environmental Changes

According to CEQA Guidelines, "[u]ses of nonrenewable resources during the initial and continued phases of the project may be irreversible since a large commitment of such resources makes removal or nonuse thereafter unlikely. Primary impact and, particularly, secondary impacts (such as highway improvement which provides access to a previously inaccessible area) generally commit future generations to similar uses. Also, irreversible damage can result from environmental accidents associated with the project. Irretrievable commitments of resources should be evaluated to assure that such current consumption is justified." Therefore, this section will identify any significant irreversible environmental effects of Project implementation that cannot be avoided.

Growth-Inducing Impacts

Pursuant to State CEQA Guidelines Section 15162.2: an EIR must address whether a project will directly or indirectly foster growth. This section will evaluate whether the Project would directly or indirectly induce economic, population, or housing growth in the surrounding environment.

Significant Unavoidable Environmental Impacts

This section of the EIR will discuss all significant unavoidable adverse impacts.

LIST OF EIR PREPARERS AND REFERENCES

This section will identify each individual who participated in preparation of the EIR. In addition, all references used in the EIR will be provided in this section.

APPENDICES

All technical studies, evaluations, survey results, data, and public and agency NOP comments will be included as appendix material to the Draft EIR.

Deliverable:

- *ESA will submit one (1) electronic copy (in Microsoft Word format) of the Administrative Draft EIR to CDD staff.*

Task 6: Public Review Draft EIR, "Proof Check" Public Review Draft EIR, Notice of Availability, Notice of Completion

After receipt of comments on the Administrative Draft EIR from CDD staff, ESA will respond to comments, make the requested revisions, and prepare the Public Review version of the Draft EIR. ESA assumes that one (1) set of unified CDD staff comments will be provided to ESA. The CDD staff will reconcile conflicting review comments, if needed, between CDD staff members. The revisions will be prepared in conformance with the scope of work. If additional revisions are required based on factors such as substantial changes to the Project, changes to the alternatives' project descriptions, or changes to the report format, additional funds may be required. This scope of work includes providing electronic copies of the Public Review Draft EIR, which will show the revisions in tracked changes that have occurred from the Administrative Draft EIR. This will allow City staff to focus on the revisions. ESA will then prepare and submit to CDD staff as a "Proof Check" version of the Public Review Draft EIR for public distribution approval.

After City staff review and approve the Public Review Draft EIR for distribution, ESA will reproduce four (4) hard copies for CDD staff. If additional hard copies are required, ESA can provide additional copies after CDD's approval of a scope and budget augment.

Per discussion with CDD staff, CDD staff will prepare the Notice of Availability (NOA) and NOC.. The Public Review Draft EIR, NOA, NOC and the Summary Form will be required to be filed with the State Clearinghouse through CEQAnet and placed on the City's website for public review. ESA will file the appropriate documentation with the State Clearinghouse. Per discussion with CDD staff, CDD staff will file the NOA with the Santa Barbara County Clerk.

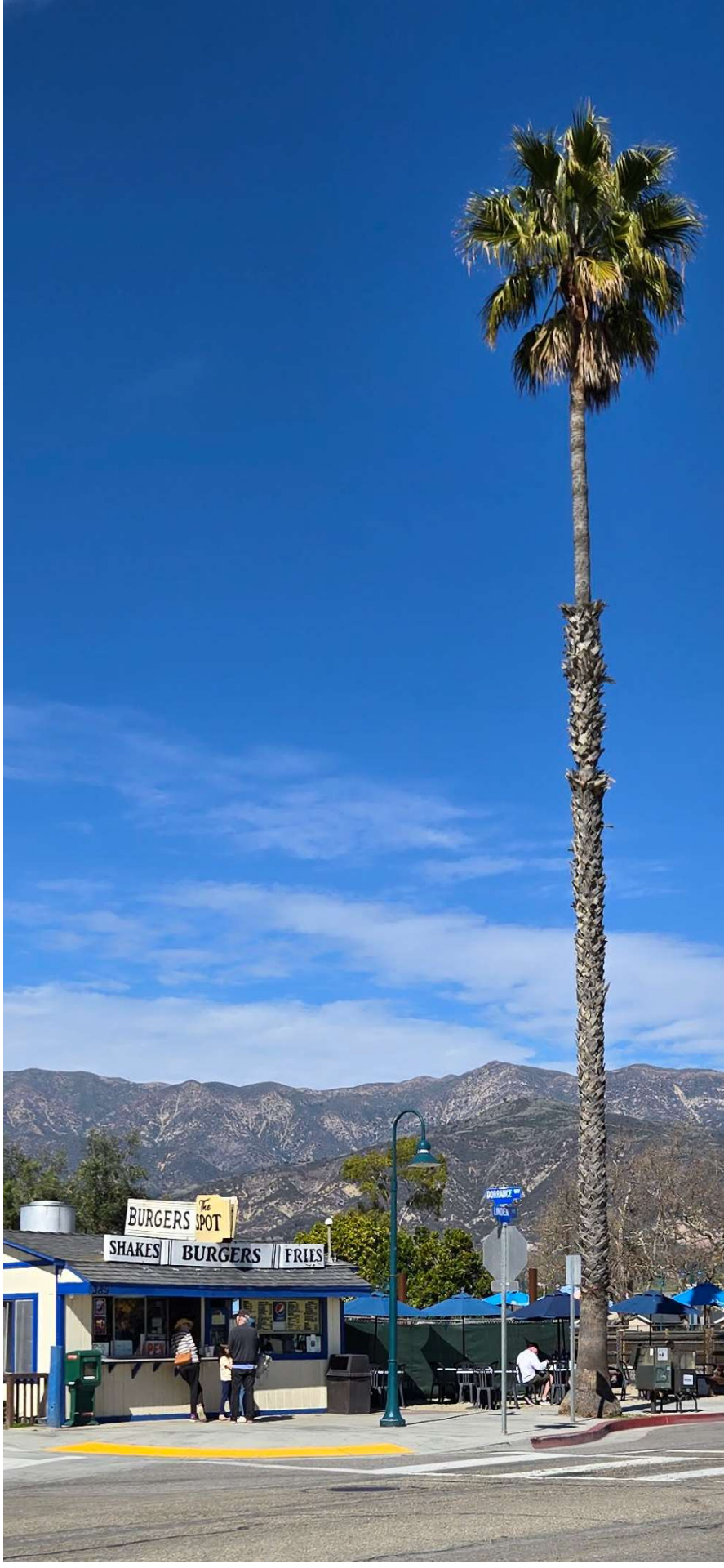
Per discussion with CDD staff, it is our understanding CDD staff will distribute the Public Review Draft EIR, NOA, and NOC to the approved distribution list comprised of agencies and interested parties. ESA also assumes that CDD staff will place the NOA into the local newspaper.

Deliverables:

- *ESA will submit one (1) electronic copy (in Microsoft Word format) of the Public Review Draft EIR to CDD staff.*
- *ESA will submit one (1) electronic copy (in PDF format) of the Proof Check Draft EIR to the City for distribution approval.*
- *ESA will electronically upload the Public Review Draft EIR, NOA, NOC, and Summary Form to the State Clearinghouse CEQAnet portal.*
- *ESA will reproduce and deliver up to four (4) hard copies of the Public Review Draft EIR with appendices to CDD staff.*

Task 7: Administrative Final EIR (Draft Response to Comments)

The objective of this task is to prepare written responses to comments received on the Draft EIR that raise significant environmental issues and submit them for CDD staff review after the close of the public comment period. The responses to comments will be prepared based on the State CEQA Guidelines. ESA assumes that CDD staff will compile and transmit all written comments on the Draft EIR throughout the public review period as one (1) unified set of comments following the close of the public review period. The Response to Comments document will include all comment letters, responses to those comments, and standard introductory material. All comments will be numbered (to indicate comment letter and comment number), and the responses to those comments will be similarly numbered to allow easy correlation. In addition, where the text of the Draft EIR must be revised, the text will be isolated as "text changes" in the Errata Section of the Response to Comments document, indicating deleted text by strikeout and inserted text by double-underline. The



text of the Draft EIR will not be revised. ESA will transmit the Draft Response to Comments document to CDD staff for review and comment.

Deliverable:

- *ESA will submit one (1) electronic copy (in Microsoft Word and PDF formats) of the Draft Response to Comments Document to City staff.*

Task 8: Final EIR (Final Response to Comments)/Notice of Determination

After CDD staff provides comments on the Administrative Final EIR, ESA will revise the document and prepare the "Proof Check" Final Response to Comments. The revisions will be prepared in conformance with this scope of work. If additional revisions are required based on factors such as substantive changes to the Project, changes to the alternatives' project descriptions, or changes in report format, additional funds may be required. The Final EIR will constitute the Public Review Draft EIR and the Final Response to Comments. This scope of work includes providing an electronic copy of the "Proof Check" Final Response to Comments Document, which will show the revisions in track changes that have occurred from the Draft Response to Comments Document. This will allow City staff to focus on the revisions.

After City staff review and approval for distribution of the Final Response to Comments, ESA will reproduce 4 hard copies for CDD staff. If additional hard copies are required, ESA can provide additional copies after CDD's approval of a scope and budget augment.

This scope of work assumes the Applicant will provide the CDFW fee. Per discussion with CDD staff, CDD staff will prepare and file the Notice of Determination (NOD) with the County Clerk.

Pursuant to State CEQA Guidelines Section 15091, the lead agency must adopt findings for each of those significant effects identified in the EIR. Per discussion with CDD staff, it is our understanding CDD staff will prepare the Findings of Fact necessary to allow for certification of the EIR. Pursuant to State CEQA Guidelines Section 15093, the lead agency is required to adopt a Statement of Overriding Considerations outlining the economic, legal, social, technological, or other benefits of the Project that outweigh its environmental consequences if the decision makers elect to override significant and unavoidable adverse impacts and proceed with approval of the Project. Per discussion with CDD staff, it is our understanding CDD staff will prepare the Statement of Overriding Considerations.

Deliverables:

- *ESA will submit one (1) electronic copy (in Microsoft Word and PDF formats) of the "Proof Check" Final Response to Comments to CDD staff.*
- *ESA will reproduce and deliver up to four (4) hard copies of the Final Response to Comments to CDD staff.*

Task 9: Mitigation Monitoring and Reporting Program

Pursuant to State CEQA Guidelines Section 15097, ESA will prepare a comprehensive Mitigation Monitoring Reporting Program (MMRP). The MMRP will contain all mitigation measures identified in the Draft EIR, as well as any text changes that are identified in the Final Response to Comments, and it will provide columns for necessary actions, timing, and parties responsible for verification. The Draft MMRP will be provided during the Draft Response to Comments submittal and the Final MMRP will be provided during the submittal of the Final Response to Comments. The Final MMRP will be provided in an electronic version, including all exhibits and graphics, in a web-supportable format.

Deliverables:

- *ESA will submit one (1) electronic copy (in Microsoft Word format) of the Draft MMRP as a chapter of the Draft Response to Comments to CDD staff.*
- *ESA will submit one (1) electronic copy (in Microsoft Word and PDF formats) of the Final MMRP as a chapter of the Final Response to Comments to CDD staff.*

Task 10: Meetings

ESA's Project Director and Project Manager will attend one (1) in-person Project kick-off meeting with the CDD staff and the Applicant (previously described under Task 1, Project Initiation and Kick-Off Meeting) and the in-person public scoping meeting (previously described under Task 4). ESA's Project Director and Project Manager will coordinate and attend up to 24 in-person and/or virtual meetings with CDD staff, staff of responsible districts/agencies, and the Applicant as needed throughout the preparation of the EIR to ensure that the EIR is prepared in compliance with City, county, and state standards and requirements. ESA's Project Director and Project Manager will also attend one (1) in-person Environmental Review Committee meeting, one (1) in-person Planning Commission meeting, and (1) in-person City Council meeting at which the Project and EIR will be considered for certification. Additional decision-maker meetings may be required depending on the level of public interest and issues that may arise during the initial decision-maker meetings. This scope of work assumes an additional four (4) in-person decision-maker meetings. Other meetings outside of this scope of work will be attended, as needed, to resolve issues that arise with advance authorization from the City.

Task 11: Project Management

This task also includes project management activities, which include, but are not necessarily limited to, coordination between internal ESA team members, the ESA team members and CDD staff and/or the Applicant. The typical topics of conversation would include a specific technical issue or a non-technical issue (e.g., schedule, budget, scope of work, general approach to the environmental process, internal coordination, and ongoing financial management of the Project).



Project Timeline

ESA proposes the following Project timeline, as reflected by Table 5-1 below. ESA will work closely with the CDD in identifying potential tasks that can be expedited, such as, but not limited to, submitting batch submittals of sections of the Administrative Draft EIR (Task 5) and working together with the CDD in responding to comments (Task 7).

Table 5-1: PROJECT TIMELINE

MILESTONE	DATE/ESTIMATED LABOR HOURS
Execute Contract with CDD	March/April 2025
Task 1: Project Initiation and Kick-Off Meeting	April 2025 (16 hours)
Task 2: Project Description	
ESA submits data needs	April 2025 (2 hours)
ESA assumes Applicant will prepare a hydrology/drainage report	April 2025
Draft Project Description	May 2025 (24 hours)
Final Project Description	May 2025 (6 hours)
Task 3: CEQA Adequacy Peer Review	April/May 2025 (60 hours)
Task 4: Notice of Preparation/Notice of Completion, Scoping Meeting	May/June 2025 (23 hours)
30-Day Public Review	May/June 2025
Scoping Meeting	May/June 2025
Task 5: Administrative Draft EIR	July/August/September 2025 (529 hours)
Task 6: Public Review Draft EIR, Proof Check Public Review Draft EIR	
Draft Public Review Draft EIR	October/November 2025 (114 hours)
Proof Check Public Review Draft EIR	November/December 2025 (21 hours)
45-Day Public Review	December 2025/January 2026
Task 7: Administrative Final EIR (Draft Response to Comments)	January/February 2026 (96 hours)
Task 8: Final EIR (Final Response to Comments/Notice of Determination	February 2026 (34 hours)
Task 9: Mitigation Monitoring and Reporting Program	February 2026 (7 hours)
Task 10: Meetings	Ongoing (108 hours)
Task 11: Project Management	Ongoing (60 hours)
Planning Commission Hearing	February/March 2026
City Council Hearing	March/April 2026

SECTION 6

Insurance Review

We have reviewed the City's insurance requirements set forth in Exhibit D of the Sample Agreement, and we acknowledge that we have the appropriate insurance. We have included a copy of our sample insurance certificate below for reference.

ENVISCI-05 MCCOWANA

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 12/10/2024

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

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

PRODUCER License # 0E67768 IOA Insurance Services 3636 Nobel Drive Suite 410 San Diego, CA 92122	CONTACT NAME: Ali Smith PHONE (A/C, No, Ext): (619) 788-5795 50206 FAX (A/C, No): (619) 574-6288 E-MAIL ADDRESS: Ali.Smith@ioausa.com
INSURED Environmental Science Associates 575 Market Street, Suite 3700 San Francisco, CA 94105	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A : RLI Insurance Company — 13056 INSURER B : Crum & Forster Specialty Insurance Company — 44520 INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$ 2,000,000
	CLAIMS-MADE X OCCUR	X	X	PSB0007416	12/1/2024	12/1/2025	DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 1,000,000
	X Cont Liab/Sevr Int						MED EXP (Any one person)	$ 10,000
	X XEU/BFPD						PERSONAL & ADV INJURY	$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 4,000,000
	POLICY X PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 4,000,000
	OTHER:						Ded	$ 0
A	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS	X	X	PSA0002468	12/1/2024	12/1/2025	BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
	X Comp Ded $1,000 X Coll Ded $1,000							$
A	X UMBRELLA LIAB X OCCUR						EACH OCCURRENCE	$ 10,000,000
	EXCESS LIAB CLAIMS-MADE			PSE0004550	12/1/2024	12/1/2025	AGGREGATE	$ 10,000,000
	DED X RETENTION $ 0							$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						X PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N (Mandatory in NH)	N / A	X	PSW0004135	12/1/2024	12/1/2025	E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
B	Prof Liab/Ded. $50K			PKC116043	12/1/2024	12/1/2025	Per Claim	8,000,000
B	Ded.: $50k Per Clm			PKC116043	12/1/2024	12/1/2025	Aggregate	8,000,000

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

Certifcate holder, its parents, affiliate and subsidiary companies and their respective directors, officers, and employees are Additional Insureds with respect to General and Auto Liability per the attached endorsements as required by written contract. Insurance is Primary and Non-Contributory. Waiver of Subrogation applies to General Liability, Auto Liability and Workers' Compensation.

30 Days Notice of Cancellation with 10 Days Notice for Non-Payment of Premium in accordance with the policy provisions.

CERTIFICATE HOLDER	CANCELLATION
Exemplar Certificate for Proof of Insurance purposes only.	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE T. Kelly Howell

ACORD 25 (2016/03)

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Team Resumes

ESA

Brian Allee

Project Manager, Senior Environmental Planner



EDUCATION

BS, City and Regional Planning, California Polytechnic State University, San Luis Obispo

20 YEARS' EXPERIENCE

PROFESSIONAL AFFILIATIONS

Orange County Association of Environmental Professionals (AEP), Co Vice President of Programs (2012-2015), Interim President (2014), Co Special Events Coordinator (2016-2018), Chapter Director (2019-2024), 2024 State AEP Conference Chair

Orange County American Planning Association (APA), Member

Brian Allee is an environmental planner and project manager with over 20 years of experience in project entitlements and preparing environmental documentation compliant with the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA). He is experienced in research, analysis, and preparation of all levels of CEQA and NEPA documentation for a wide variety of project types, including sports arenas, mixed-use/urban infill projects, large-scale residential and specific plan developments, industrial and commercial developments, parks, medical facilities, waste management, water and wastewater infrastructure, and coastal development projects.

Brian has lent his expertise in the environmental review process and knowledge of the environmental checklist issues to the preparation of various impact analysis sections. In addition to his analysis and documentation efforts, he mostly works in capacity of project manager or project director.

Relevant Experience

City of Newport Beach, Back Bay Landing EIR, City of Newport Beach, CA. *Environmental Specialist.* ESA prepared an EIR for the proposed Back Bay Landing Project located on a waterfront property in Upper Newport Bay. The EIR addressed the various discretionary land use approvals to accommodate the future redevelopment of the approximately 7-acre project site with a mixed-use waterfront development. The applicant requested General Plan, Coastal Land Use Plan, and Planned Community legislative approvals to allow for consideration of a future project with specific project-level design details to be evaluated during the Site Development Plan and Coastal Development Permit application process. Among key issues addressed in the EIR are aesthetics/views, biological (marine) and jurisdictional resources, historic resources, hydrology and water quality, land use (including Airport Land Use Plan and Coastal Act consistency), and traffic/circulation. In 2016, at the request of the City, ESA also prepared an Addendum to the Certified Back Bay Landing Project EIR to address changes to the proposed amendments and legislative approvals due to input from the California Coastal Commission. Brian assisted with a majority of the section preparation of the EIR.

Marriott Courtyard and Residence Inn Hotel EIR Addendum, City of Marina del Rey, CA. *Environmental Specialist.* ESA prepared the addendum to the certified EIR for the Marriott Courtyard and Residence Inn Hotel to address a reduced-scale project on the northern 2.2 acres on Parcel 9U in Marina del Rey. Proposed development under the reduced-scale project consists of one structure containing a five-story hotel "wing" and a six-story hotel wing with 288 hotel studios, suites, standard guest rooms, and associated hotel uses. Brian assisted with the impact analysis and preparation of the EIR Addendum.

City of Huntington Beach, Pacific Airshow EIR, City of Huntington Beach, CA. *Project Manager.* Brian is currently serving as the Project Manager for the Pacific Airshow. The Airshow does not propose construction of new permanent development; instead, the Project consists of temporary event structures, all of which would be removed

immediately following the conclusion of the Airshow. The Project would provide a spectacle-scale airshow in Huntington Beach that attracts attendees throughout the Southern California area (and perhaps beyond) and features civilian and military aircraft flybys and aerial acrobatics, air racing, helicopter and aircraft landing/runway displays comprised of temporary acrylonitrile butadiene styrene (ABS) foundation (stadium flooring) or wood or aluminum flooring, electric vehicle (EV) and drone displays with hangars and aerial competitions and drone shows, displays of other emerging aviation/mobility technology, and visitor-serving entertainment, services, and amenities (e.g., variety of viewing areas, vehicle and aircraft demonstrations and displays, illustrations, flight simulations, merchandise tents, concessions, food trucks, live music entertainment, wave pool surf competitions, skateboard and bicycle motocross (BMX) bowl competitions, sandcastle building competitions, art installations, and pyrotechnic shows). The Project would include an event program for the continuation of the Airshow for up to ten (10) additional years beginning from year 2024 through 2034 as permitted by the City's Specific Event Permit Process. The Project would also require the issuance of a Coastal Development Permit from the California Coastal Commission.

City of Huntington Beach, Center Avenue Skate Park EIR, City of Huntington Beach, CA. *Environmental Specialist.* ESA prepared the EIR for the Center Avenue Skate Park in Huntington Beach. The project would improve the existing 2.7-acre vacant site with a skate park plaza area, a skate bowl area, and a skate shop/concession/restroom building. Given the adjacent residential uses, traffic and noise issues were key environmental concerns. In particular, since the skate park will host special events that would draw potentially thousands of spectators, the project was controversial for many of the neighbors. In response to the neighbors' concerns, the EIR fully disclosed the potential for impacts during daily and special events, with particular attention to parking and circulation impacts during the special events. The EIR also assessed potential impacts on a variety of other issues, including land use compatibility and visual issues related to the heights and massing of the structures and their effect on the neighboring residential uses. Brian assisted with the section preparation of the EIR.

City of Inglewood, Inglewood Basketball and Entertainment Center EIR, City of Inglewood, CA. *Land Use and Public Services Specialist.* ESA prepared the EIR to address the development of the Inglewood Basketball and Entertainment Center (IBEC). The 18,000-seat sports and entertainment arena will serve as the home court for the NBA Los Angeles Clippers, as well as provide a venue for a multitude of events, including concerts, family and other traveling shows, civic events, and major conferences and conventions. In addition, the project will include the development of a practice facility, associated team administrative offices, a sports medicine clinic, a hotel, associated retail uses, necessary parking, pedestrian bridges, and transportation facilities. The site will include approximately 22 acres near the intersection of South Prairie Avenue and West Century Boulevard, immediately south of the Hollywood Park Specific Plan and the Los Angeles/City of Champions Stadium, currently under construction. The Draft EIR was circulated for public review in December 2019. Brian prepared the land use and planning and public services evaluation for the EIR.

City of Carson, Avocet Energy Storage System, Carson, CA. *Project Manager.* ESA prepared the Initial Study to support a Mitigated Negative Declaration for the Avocet Energy Storage Project in Carson, California. This project aims to establish a 200-megawatt battery energy storage system on a nearly 7-acre site, designed to efficiently capture and manage renewable energy in a cost-effective and commercially viable manner. By storing energy from the grid and discharging it when needed, the project will help California achieve its greenhouse gas emissions reduction targets for 2020 and 2030. ESA prepared a comprehensive suite of technical studies, including assessments of air quality, cultural resources, greenhouse gas emissions, noise, energy, and addressed community fire concerns. As project manager, Brian led the preparation of the Initial Study and oversaw the preparation of the various technical reports and analysis.

Brian Allee (Continued)

Project Manager, Senior Environmental Planner

City of Covina, Mixed-Use Overlay District (MUOD) MND, City of Covina, CA. *Project Manager/Environmental Specialist.* Brian managed the preparation of an MND for the proposed new chapter of mixed-use overlay regulations to the City's Zoning Ordinance and amending the City's Official Zoning Map through the addition of a MUOD to various sites located in 141 parcels within 13 Project Areas throughout the City, excluding the Covina TCSP. The total acreage of parcels where the MUOD would be applied is approximately 74.83 acres with parcels less than 1 acre (0.99) in size would allow a density range of 14 to 22 units per acre and parcels of more than 1 acre in size would allow a density range of 22 to 40 units per acre. City staff assumed that 60 percent of the total development for mixed-use development and redevelopment is for residential uses and the remaining 40 percent is for either commercial or industrial uses. The assumption is that 60 percent of the total approximate 74.83 acres will be for residential uses at an average density of 30 dwelling units per acre, resulting in the potential for 1,360 additional dwelling units.

City of Covina, Cannabis Ordinance MND, City of Covina, CA. *Project Manager/Environmental Specialist.* Brian is currently managing the preparation of a MND for the proposed City's Cannabis Ordinance which would allow, through a permit, between three to six cannabis distribution (and/or microbusinesses) locations within the City. The Cannabis Ordinance would provide standards that would require minimum distances to schools, parks, and other sensitive locations within the City.

City of Covina, Public Storage Project MND, City of Covina, CA. *Project Manager/Environmental Specialist.* Brian is currently managing the preparation of a MND for the demolition of the existing 55,321 SF 2-story commercial building (i.e., electronic manufacturing) and the development of a 141,984 SF 3-story public self-storage building (up to 30 feet and 7 inches in height) within a 2.70-acre site. Project features would include a partial basement, a rental office, a temporary monopole cell tower, associated secured surface parking areas, pedestrian walkways, and landscaping.

City of Bellflower, Downtown Bellflower Parking Structure MND, City of Bellflower, CA. *Project Manager/Environmental Specialist.* Brian managed the preparation of an MND to address the redevelopment of a 1.02-acre site located at 16337 Bellflower Boulevard at the northwest corner of Bellflower Boulevard at Mayne Street. The project proposed to construct an aboveground public parking structure, which included a portion of Pacific Avenue to be vacated. The project includes approximately 45,000 square feet of parking uses within a four-level parking structure with a maximum building height of 55 feet. Project features are anticipated to include, but not be limited to, free public parking; approximately 320 public parking spaces; access to transit options such as carpooling, bus, bicycling, and rail travel; bus bays, bicycle parking spaces and bicycle racks; handicap accessibility; elevator and electronic parking space availability signage; wayfinding signage; night and security lighting; the potential for restrooms; and a top-floor parking deck, which may be used for City community events subject to the approval of the City Planning Department.

Orange County Public Works and OC Parks, Crawford Canyon Park and Crawford Canyon Road Sidewalk Extension Project MND, Orange County, CA. *Project Manager/Environmental Specialist.* Brian is currently managing the preparation of a MND for the development a 2.5-acre neighborhood park in North Tustin, which would include a quarter mile walkway, pathways, foot bridges, two playgrounds/natural play areas for children, exercise stations, picnic tables, benches, drinking fountains, a bioswale and bio-retention basin, landscape berms aligned with trees and natural rolling lawn areas. The Crawford Canyon Park would not include barbeques or restroom facilities. A paved surface parking lot with 11 vehicular parking spaces would be provided onsite with vehicular access from Newport Avenue. The proposed improvements of the Sidewalk Extension include approximately 630 feet of sidewalk construction along the north side of Newport Avenue beginning across from Hyde Park Drive proceeding easterly and approximately 815 feet of sidewalk construction along the west side of Crawford Canyon Road from the end of the Park Site to Country Haven Lane. Additional associated proposed improvements include decomposed granite walkways, pavement reconstruction,

driveways, curb ramps, curb/gutter, retaining walls/slough walls, modifying drainage inlets and features, utility relocations and adjustments, and a traffic signal system upgrade at the intersection of Crawford Canyon Road and Newport Avenue.

San Francisquito Canyon Road Over San Francisquito Canyon Creek Bridge 53C-0517 Replacement Project IS/MND/EA, Los Angeles County, CA. *Project Manager.* Brian is currently serving as Project Manager for the construction of a new permanent replacement bridge for the bridge crossing on San Francisquito Canyon Road over San Francisquito Canyon Creek, removal of the existing Temporary Bridge crossing, and slightly realign San Francisquito Canyon Road to eliminate 1.5 miles of asphalt from the former San Francisquito Canyon Road, in order to restore the Abandoned Road surface with native vegetation cover and to stabilize the soils after asphalt removal. The Project is located north of the City of Santa Clarita in the Angeles National Forest, Los Angeles County, California on federal land administered by the U.S. Forest Service.

Lennar Homes, Aidlin Hills EIR, Los Angeles County, CA. *Deputy Project Manager/Environmental Specialist.* ESA prepared the EIR for the proposed development of 102 single-family dwellings and associated supporting infrastructure, including local roadways, water tanks and a pump station, water quality treatment basins, and an emergency secondary fire access road. Brian assisted with the analysis and preparation of the EIR.

USC, Catalina Campus Negative Declaration, Los Angeles County, CA. *Deputy Project Manager/Environmental Specialist.* ESA prepared the Negative Declaration for the creation of eight lots with a total area of 107.5 acres. Brian was responsible for the impacts analysis and preparation of the MND.

Malibu Family Winery MND, Los Angeles County, CA. *Deputy Project Manager/Environmental Specialist.* ESA prepared the MND for the development of the 17,500-square-foot of winery facilities building including a 1,000-square-foot office space, a 2.075-square-foot wine-tasting room with an attached 11,500-square-foot outdoor patio area, parking, and associated infrastructure. Brian was responsible for the impacts analysis and preparation of the MND.

City of Temecula, Harveston General Plan Amendment/Specific Plan Amendment Supplemental EIR, City of Temecula, CA. *Project Manager/Environmental Specialist.* Brian managed the preparation of an EIR for a General Plan Amendment and Specific Plan Amendment which will change the existing General Plan land use designation from Service Commercial (SC) to Specific Plan Implementation (SPI) and add a residential overlay to the Specific Plan on a 99.4-acre portion of Planning Area 12, which will allow a maximum of 1,000 residential units. The primary environmental issues include air quality, noise, and biological resources.

Marblehead Coastal Project, City of San Clemente, CA. *Deputy Project Manager.* Brian processed the coastal development permit with the California Coastal Commission to address the 248-acre master planned community.

City of Laguna Niguel, Hon Development Area "O" Project, City of Laguna Niguel, CA. *Task Manager.* The proposed project involved a 50+ condominium project on a 57-acre site. Brian assisted in coordinating and processing the coastal development permits, zone change, general plan amendment, and specific plan amendment for the Hon Development's Area "O" Project in the City of Laguna Niguel. In addition, Brian assisted with the visual simulations to present to City officials and coordinated with an architect to develop the specific housing product for the site due to its hillside setting.

City of Malibu, CDP 08-010, City of Malibu, CA. *Task Manager.* Brian coordinated a coastal development permit application for a landslide remediation project in Malibu. Brian supported the effort to procure necessary entitlements—a site plan, grading and erosion control plan— and worked with geotechnical and structural engineers to determine the appropriate types of walls to be used to restore portions of the failed hillside.

Ruta K. Thomas

Project Director, Senior Vice President, Regional Director



EDUCATION

MA, Environmental Studies, Brown University

BA, Biology/Economics, Lehigh University

27 YEARS' EXPERIENCE

CERTIFICATIONS/ REGISTRATION

Registered Environmental Property Assessor, No. 596576

PROFESSIONAL AFFILIATIONS

Association of Environmental Professionals

American Planning Association

Urban Land Institute

Urban Land Institute Leadership Council (2018–Present)

Ruta K. Thomas has 27 years' experience in the environmental and planning industry. She is known for managing the preparation and coordination of highly complex, controversial, and visible long-range planning and environmental documents for development and redevelopment projects throughout California. This experience involves managing projects involving large multidisciplinary teams and navigating them through complex regulatory requirements and oversight.

Ruta is well-versed in all areas of the California Environmental Quality Act (CEQA) and National Environment Policy Act (NEPA), including facilitating community outreach workshops and events to effectively address participants' concerns. She brings scientific rigor to the projects on which she works, and with demonstrated expertise in writing and negotiation, she effectively communicates and collaborates with agencies and colleagues to successfully achieve clients' goals. As a result of her extensive CEQA experience and knowledge, the Association of Environmental Professionals has asked her to instruct CEQA courses for new and seasoned practitioners yearly since 2007.

To ensure the quality of the environmental review process, Ruta engages in a thorough and comprehensive review of the analyses to confirm it is both technically accurate and legally defensible. She stays current on regulations, policies, and case law to ensure that CEQA is being applied correctly and her clients are meeting all applicable requirements on their projects

Relevant Experience

City of Huntington Beach, Beach Boulevard–Edinger Avenue Corridor Study (Specific Plan) Program EIR and Subsequent Project-Level Analysis, City of Huntington Beach, California. The Specific Plan determined and implemented a clear and comprehensive vision for growth and change along Beach Boulevard and Edinger Avenue in the City of Huntington Beach. The specific configuration that new public and private investment along the corridor will take, will be determined by a planning process involving City officials, citizens, stakeholders, and City staff. Specifications to guide land use and development intensity, site layout, building design, site landscaping, and signage were detailed in the corridor study. Land use and development standards were drafted to replace preexisting zoning regulations and to assist the community to more effectively attract investment and improve the evolving image and identity of the city along in these areas. The Specific Plan allowed for future development to include up to 6,400 new dwelling units, 738,400 square feet of retail uses, 350 hotel rooms, and 112,000 square feet of office uses within the 460-acre area. Ruta participated in all public hearings before the Planning Commission and City Council. Simultaneously, she directed the preparation of project-level analysis for three projects identified within the BECSP area. Ultimately, these projects were separated from the BECSP environmental analysis (development applications were delayed due to economic downturn) and were analyzed under project-specific EIRs tiered from the BECSP Program EIR. These included the following:

- **Murdy Commons EIR:** Construction of 984 dwelling units, 60,000 square feet of retail uses, associated subterranean parking uses, and a 0.75-acre park on the high-profile, 12.5-acre Levitz furniture site.
- **Beach Boulevard/Warner Avenue Mixed-Use Project EIR:** Construction of two mixed-use (residential/retail) buildings, two new retail pads, and associated parking structures on a 9.5-acre, L-shaped site at Beach Boulevard and Warner Avenue.
- **Beach Boulevard/Ellis Avenue Mixed-Use Project EIR:** Construction of a mixed-use building (residential, grocery market, and retail) and parking structure on a 2.7-acre site at Beach Boulevard and Ellis Avenue.

City of Santa Monica, Bergamot Transit Village Station, Santa Monica, CA. *Project Director.* Ruta served as Project Director for the preparation of an EIR for high-profile and controversial project on behalf of the City of Santa Monica. The project includes construction of a five-building, approximately 766,000-square-foot transit-oriented development at the former Papermate site, across Olympic Boulevard from the future Expo Line Station. Project attributes include an approximately 1,960-space subterranean parking garage, public open space areas (two parks), a playground, and other residential amenities. The EIR included analysis of 15 CEQA issue areas due to community interest and involvement in the proposed project. Key issues included traffic and circulation, primarily due to the unique intersection of main city arterials at the project site, interface with the future Expo station, and compliance with the City of Santa Monica's Land Use and Circulation Element Update (LUCE) goal of zero net new PM peak-hour trips; aesthetics, primarily due to the height, massing, and design of the proposed buildings; and utilities, primarily the ability of utility providers (water) to serve the site.

Caruso Affiliated Palisades Village Project EIR, City of Los Angeles (Pacific Palisades), CA. *Project Manager.* Ruta managed the preparation of an EIR for the redevelopment of an underutilized commercial site to accommodate a pedestrian-friendly, human-scaled streetscape of neighborhood-serving commercial/retail uses within one- and two-story structures. The project would include restaurant, office, and cinema uses, in addition to commercial retail uses. The project also proposes to convert an existing surface parking lot into a two-level subterranean parking area. Structures would be developed to be in keeping with the character of the Brentwood–Pacific Palisades Community Plan Area and the Pacific Palisades Commercial Village and Neighborhoods Specific Plan Area. The applicant's objectives include providing a visionary mode of development of high-quality neighborhood-serving commercial uses that are pedestrian-friendly and adjacent to major public transportation lines. Additionally, the applicant desires to develop a project that is a community asset, include retail that provides goods and services needed in the community, and incorporate housing opportunities and services oriented to the pedestrian. As part of the proposed project, the applicant conducted an extensive cleanup of the site due to historic use of a portion of the site as a gas station. Unique issues for this project were air quality, hazards and hazardous materials, community compatibility, noise, and traffic. Extensive community outreach was conducted as part of the CEQA process. Ruta participated in all public hearings before the Planning Commission and City Council.

City of El Segundo, 540 East Imperial Avenue Specific Plan Project EIR, El Segundo, CA. *Project Manager.* Ruta managed EIR preparation for the 540 East Imperial Avenue Specific Plan, which included development at 540 East Imperial Avenue in El Segundo. The site is developed with an elementary school originally constructed in the 1950s that has been closed since approximately 1975. The proposed project site is owned by the El Segundo Unified School District; however, the District has determined the site to be surplus and is looking for revenue from the property by either sale or lease of the land. The proposed development includes a two-option approach for environmental analysis purposes. Option 1 would consist of a combination of senior housing (130–150 units) and assisted living units (150–180 beds). Option 2 would consist of a more traditional residential development including 24 single-family residential dwelling units and 45 multifamily dwelling units. Key issues for the project were traffic distribution, access, and circulation; noise from emergency responders; and aesthetics (views, shade/shadow).

Selena Whitney, AICP

Coastal Policy/Aesthetics and Land Use & Planning Lead, Senior Planner



EDUCATION

Master of Planning, Land Use/Regional Planning/Sustainability concentration, University of Southern California

BS, Biology with Ecology concentration, Otterbein University

18 YEARS' EXPERIENCE

CERTIFICATIONS/ REGISTRATION

American Institute of Certified Planners (AICP)

PROFESSIONAL AFFILIATIONS

American Planning Association

APA California Chapter, Central Coast Section, Executive Board Member

Selena Whitney is a Project Manager and Senior Planner with a broad and diverse range of policy, permitting, and environmental planning experience. She successfully implements complex land use and environmental projects by collaboratively working with team members, outside agency partners, consultants, and customers. Her consulting background includes managing and producing land use planning documents, environmental impact reports, and technical studies for federal government and private sector clients. In addition to consulting, she has more than 10 years of long-range planning, development permitting, and grant experience with government agencies.

Relevant Experience

Malibu Coastal Access Public Works Plan Environmental Impact Report (EIR), Malibu, CA. *Project Manager.* Selena is assisting the California Coastal Conservancy and the Mountains Recreation Conservation Association (MRCA) with environmental review of the Malibu Coastal Access Public Works Plan (Plan). The Plan will facilitate the development and guide management of public accessways at 17 sites along the coast in Malibu.

California Coastal Commission, Broadband Middle Mile Network. *Deputy Project Manager.* Selena assisted the California Coastal Commission with policy consistency and environmental review of Caltrans' installation of broadband conduit and associated structural elements along the length of the State Highway System within the coastal zone. In addition to assisting with day-to-day project management and coordination, Selena prepared the "Public Access and Recreation" and "Environmental Justice" report sections. ESA prepared a one-of-a-kind Coastal Resources Assessment Report and web-based geographic information system (webGIS) dashboard for the project. These materials will support Coastal Commission and coastal local government staffs' expedited processing of multiple coastal development permits (CDPs) for the Coastal MMBN Project.

City of Fort Bragg, CA. Sea Level Rise, Tsunami Hazards, and Erosion Resilience Strategy for Noyo Harbor. *Project Manager*. ESA is working closely with the City and the Noyo Harbor District to develop a Resilience Strategy that will guide and protect Noyo Harbor for future generations. Selena is managing ESA and subconsultant staff to inventory existing assets, conduct public outreach, identify coastal hazards, assess levels of risk, and prepare resilience strategies, ultimately leading to a Local Coastal Program (LCP) amendment.

Mendocino County, CA. Sea Level Rise Resilience Strategy. *Technical Advisor*. ESA is working with County staff to develop a Resilience Strategy for the open coast portions of Mendocino County. The Resilience Strategy includes robust public engagement and will ultimately inform a comprehensive LCP update. Selena is helping to support the Project Manager with project coordination, public outreach, and policy research.

City of Santa Barbara, Santa Barbara Airport Sea Level Rise Vulnerability Assessment. *Technical Advisor*. ESA is assisting the City and Airport with a vulnerability assessment, adaptation plan, community engagement, and LCP update for the Airport Segment of the

City of Santa Barbara's Coastal Zone. Selena is working with the project team on public outreach and policy research support.

County of Santa Barbara and ESA, Utility-Scale Solar Amendments, Santa Barbara, CA. *Project Manager.* Prior to ESA, Selena developed the scope-of-work for comprehensive plan, zoning ordinance, and Uniform Rules amendments to facilitate utility-scale solar development throughout the unincorporated county areas. As a preliminary phase of the effort, she was a technical advisor to the County Sustainability Division during the preparation of the County's Strategic Energy Plan. In 2023, the County hired ESA (with Selena as the Project Manager) to assist the County with completing the amendments and preparing a Program EIR.

County of Santa Barbara, Coastal Resiliency Project, Santa Barbara, CA. *Project Manager.* Prior to ESA, Selena managed the Coastal Resiliency (sea level rise) Local Coastal Program (LCP) Amendment through preparation of a Vulnerability Assessment, Board adoption of the LCP Amendment, and 2+ years of negotiations with Coastal Commission staff during the certification process.

County of Santa Barbara, 2023-2031 Housing Element Update, Santa Barbara, CA. *Project Manager.* Prior to ESA, Selena co-managed the Housing Element Update including overseeing the public outreach, Draft Housing Element preparation, and consultant contract management efforts.

County of Santa Barbara Active Transportation Plan (ATP), Santa Barbara, CA. *Technical Advisor.* Prior to ESA, Selena assisted the County Public Works Department with preparation of the ATP. The ATP examined active transportation needs (e.g., walking and bicycling) throughout the unincorporated county areas and developed a plan, with implementing projects, to promote safety, mobility, and access while reducing carbon emissions.

County of Santa Barbara, Climate Action Plans, Santa Barbara, CA. *Project Manager.* Prior to ESA, Selena managed implementation of the County's Energy and Climate Action Plan (ECAP) for the Planning Department, including updating administrative procedures and reporting on progress. After the ECAP expired in 2020, she oversaw development of the Interim Greenhouse Gas (GHG) CEQA Thresholds of Significance and collaborated with the Sustainability Division on the 2030 CAP.

County of Santa Barbara, Airport Land Use Compatibility Plan (ALUCP), Santa Barbara, CA. *Project Manager.* Prior to ESA, Selena managed county review of Santa Barbara County Association of Government's (SBCAG's) draft ALCUPs and CEQA documents for six airports, including coordination with SBCAG and the City of Goleta.

BayWa r.e. Solar Projects, LLC / Cornucopia Hybrid Solar Project Environmental Impact Report (EIR), Fresno County, CA. *Project Manager*. ESA is coordinating closely with County planning staff and the development team to prepare an EIR evaluating the impacts of a 300 megawatt (MW) solar generation facility and 300 MW battery energy storage system on approximately 2,446 acres located in unincorporated western Fresno County. The solar project is being designed as an "agrivoltaic" project, meaning that agricultural uses would resume on the Williamson Act-contracted land after the solar panels are installed.

California Public Utilities Commission (CPUC), Pacific Gas & Electric (PG&E) Plainfield Substation Upgrade Project, Plainfield, CA. *Project Manager.* PG&E proposes to maintain electric transmission system reliability by upgrading and expanding the existing Plainfield Substation. Under ESA's on-call contract with the CPUC, Selena is the Project Manager for the Plainfield Substation project to manage the review of PG&E's Programmatic Environmental Assessment and application and the preparation of an Initial Study/Mitigated Negative Declaration (IS/MND).

Alison Garcia Kellar

Historic Resources Lead, Senior Architectural Historian



EDUCATION

MS, Historic Preservation, University of Pennsylvania

BA, Design, University of California at Davis

13 YEARS EXPERIENCE

PROFESSIONAL AFFILIATIONS

Latinos in Heritage Conservation, Education Committee Member

California Preservation Foundation, Member

Society of Architectural Historians, Member

National Trust for Historic Preservation, Member

Alison is a senior architectural historian with 13 years of professional experience with a background in historic preservation, design, and museum collections. Her work with historic resources and cultural heritage in California has included managing and authoring historic resource assessments, National Register Nominations, historic structure reports, feasibility studies, in addition to extensive archival research and resource documentation. Alison applies her understanding of preservation design and historic interiors to inform impacts analyses for proposed redevelopment and recommendations for adaptive reuse.

Relevant Experience

Universal Hilton Historic Resources Technical Report and Environmental Impacts Report for 555 W Universal Terrace Parkway, Los Angeles, CA. *Senior Architectural Historian.* The Universal Hilton Hotel was designed by master architect, William L. Pereira in 1983 in the Postmodern style. As one of Pereira's final commissions, the hotel building was originally part of a master plan and was designed to accommodate visitors to the expanding Universal Theme Parks. Alison conducted in-depth architect and postmodern style research, and evaluated the property for historic significance as part of the Historic Resources Technical Report.

Historic YMCA Hotel Preservation Consulting in the Embarcadero, San Francisco, CA. *Senior Architectural Historian, Project Manager.* Built in the early 20th century, the building was formerly a YMCA hotel used by young navy men and is currently a hotel along the waterfront with an adjacent YMCA recreational center. The hotel was proposing modifications which included rehabilitation work and reconfiguring the interior lobby space. Alison researched and documented the interior evolution by reviewing old plans, movies filmed on-location, post cards, and existing fabric. She established the building's construction chronology with a focus on the building's public spaces at the interior, overseeing the entire production of the report and created recommendations to update the client's proposed plans which included acceptable sensitive modifications to historic features and recommendations for potential future demolition.

Toscano Hotel Preservation Consulting, Sonoma State Historic Park, Sonoma, CA. *Senior Architectural Historian.* The two-story wood framed Toscano Hotel was constructed in the 1850s and is a contributing resource to the Sonoma Plaza National Historic Landmark District and the Sonoma Plaza National Register Historic District. Alison conducted Secretary of the Interior's Standards reviews of proposed changes to the interior of the building. Proposed changes included the conversion of a portion of the building from a hotel saloon museum display area into a retail concession area for the California State Parks. Project recommendations included sensitive design solutions to maintain original features.

31204 Ceanothus Drive Plan Review and Impacts Analysis, Laguna Beach, CA. *Senior Architectural Historian.* Alison served as the project manager for the plan review for an undeveloped portion of property that was once associated with the locally designated

Halliburton House. The proposed new hillside residential project was reviewed for conformance with the Standards utilizing the National Park Service's *National Register Bulletin 30: How to Evaluate and Document Rural Historic Landscapes* and *Preservation Brief 36: Protecting, Treatment and Management of Historic Landscapes,* and for compliance with a previously established Project Design Feature and for conformance with mitigation measures for the historic adjacent property.

2949 S. Coast Highway, Laguna Beach, CA. *Senior Architectural Historian and Project Manager.* Alison served as the project manager and co-author for a plan review of a locally designated resource which was formerly a mixed-use building constructed in 1929. The property had since been converted into a single-family residence and included a large contemporary addition. Work included the assessment of unpermitted previous modifications and design consultation with the property owner in order to assess the home against CEQA impacts thresholds and for conformance with the Standards.

1202 3rd Street Promenade Preservation Consulting, Santa Monica, CA. *Senior Architectural Historian*. Constructed in 1949 as a JC Penny department store, the commercial building was designed in the Late Moderne style. ESA previously worked to produce a Landmark Assessment Report, and today, the property is recognized as a City of Santa Monica Landmark. Alison conducted a SOI Standards conformance review of a proposed tenant improvement project for a Certificate of Appropriateness.

Weintraub Real Estate Group, Orchid Tree Inn Historic Preservation Consulting Services, Palm Springs, CA. *Deputy Project Manager.* Alison is on the management team for ESA's providing of historic preservation services for a boutique resort hotel project that will incorporate and rehabilitate two locally designated historic resources in Palm Springs—the Palm Springs Community Church and the Orchid Tree Inn. ESA prepared a Historic Resources Assessment Report, Character Defining Features Analysis, and Conditions Assessment, as well as provided preservation consulting services for conformance with the SOI Standards. ESA assisted with several challenges, including preservation of the partially damaged (burned roof) masonry Gothic Revival-style Community Church; rehabilitation of the bungalow court based on historic photographs and physical analysis; and accommodation of utility, ADA, and structural code upgrades. ESA is reviewing construction plans and preparing an SOI Standards conformance review and CEQA impacts analysis for the final project.

City of Laguna Beach, Historic Preservation Services, Laguna Beach, CA. *Deputy Project Manager.* Alison supported ESA's contract administrator for numerous studies including Historic Resources Assessments (HRAs), Secretary of the Interior's Standards (SOI) Plan Reviews, character-defining features reports and CEQA impacts analyses, as well as rehabilitation plans and conducted construction monitoring for a wide variety of projects. ESA assists project applicants from due diligence through design development and environmental review to reduce impacts to historical resources for compliance with CEQA and the City's preservation ordinance. Projects include 1065 Marine Drive, 31204 Ceanothus, 989 Cliff Drive, and 951 Cliff Drive.

Cross Creek Cultural Resources Assessment, Malibu, CA. *Senior Architectural Historian.* The owner of several parcels of undeveloped land along Cross Creek in Malibu requested a feasibility-level Cultural Resources Assessment study prior to determining a desired program for development. The former agrarian land included four industrial buildings. Alison conducted extensive archival research, reviewing County-issued building permits and historic aerial photographs in order to document the property's development over time. Alison authored developmental contexts related to the residential and commercial development of the former agricultural land at the project site. The property was evaluated for historic significance under local, state, and national framework, which aided to assist the client with future planning for the site.

Alan Sako, LEED AP BD+C

Air Quality, Energy, GHG, and Noise Lead, Principal Consultant



EDUCATION

BS, Atmospheric, Oceanic & Environmental Science, University of California, Los Angeles

22 YEARS' EXPERIENCE

CERTIFICATIONS/ REGISTRATION

U.S. Green Building Council, LEED Accredited Professional (BD+C), 2014

PROFESSIONAL AFFILIATIONS

Air & Waste Management Association

U.S. Green Building Council, Los Angeles Chapter, LEED AP BD+C

Alan has over 22 years of experience in preparing and managing air quality and climate change analyses, performing ambient air quality impact analyses and health risk assessments (HRAs) for California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) documents, and providing air quality permitting and compliance support. He is an expert at using current air pollutant dispersion and emissions modeling programs. He has conducted numerous air quality and GHG analyses that have withstood legal and public scrutiny for a variety of residential, commercial, industrial, institutional, and infrastructure projects.

Alan is experienced in providing acoustical/noise and vibration monitoring and modeling, regulatory analysis, and developing noise mitigation for identified impacts. He has conducted numerous acoustical analyses for a variety of residential, commercial, industrial, institutional, and infrastructure and special event projects. He has conducted noise analyses using industry-specific modeling programs, such as the Federal Highway Administration (FHWA) noise model, Transportation Noise Model (TNM), Roadway Noise Construction Model (RCNM), and SoundPlan. He also has experience in assessing vibration impacts from the use of heavy-duty equipment such as pile drivers, bulldozers, and loaded haul trucks.

Relevant Experience

670 Mesquit EIR, Los Angeles, CA. *Senior Technical Lead.* Alan prepared the technical analyses for air quality, GHG emissions, noise and vibration, and energy for this mixed-use development project that would transform an underutilized area of the City with up to approximately 1.8 million square feet of floor area on approximately 5.5 acres of land in the Artists-in-Residence District and bordering the Los Angeles River. The Project includes a mix of residential, hotel, office, retail, gym, restaurant, studio/event/gallery space and a potential museum.

11469 Jefferson Hotel Project MND, Culver City, CA. *Senior Technical Project Manager.* The project would develop a five-story, 175-room boutique hotel with below-grade parking, and would require demolition of existing commercial structures. Alan managed the completion of the air quality, GHG, energy, noise/vibration, and shade/shadow analyses for the project. He also participated in various community meetings, answering questions from the community regarding the project's effects to the community on air quality, GHG emissions, energy, noise/vibration, and shade/shadow. Alan provided his expertise in responding to comments received on the MND including responding to the adequacy of the environmental analyses with respect to CEQA for project appeals.

Ivy Station Mitigated Negative Declaration, Culver City, CA. *Senior Technical Lead*. Alan led the preparation of the air quality, GHG emissions, energy, and noise/vibration analyses for the project, located on an approximately a 5.5-acre triangular-shaped property at Venice Boulevard and National Boulevard. Ivy Station included several 4-5 story-buildings with a mix of office, retail, restaurant, residential and hotel uses replacing the extant light industrial and commercial uses along Venice Boulevard and surface parking for the Metro

Alan Sako, LEED AP BD+C (Continued)

Air Quality, Energy, GHG, and Noise Lead

Station throughout the remainder of the project site. The project has been completed and serves as a highly visible and transit-friendly mixed-use development in Culver City.

TownePlace Suites Project, Lake Forest, CA. *Senior Technical Lead.* Alan provided air quality, GHG, and noise technical support for the TownePlace Suites hotel project in the City of Lake Forest. Alan peer reviewed applicant provided air quality, GHG, and noise technical studies on behalf of the City to ensure the technical completeness under CEQA. Alan also worked with the City to ensure the feasibility and enforcement of project mitigation measures.

Santa Monica Ocean Avenue/Ocean Front Walk Projects EIR, Santa Monica, CA. *Senior Technical Lead.* The project would construct two new mixed-use housing developments on separate sites south of the Santa Monica Pier in the Oceanfront District. Both developments are proposed to include four to five levels of multi-family housing units (including deed-restrictive affordable units) above ground floor commercial uses with subterranean parking. Alan managed the preparation of the air quality, GHG emissions, noise/vibration, and energy impact analyses including vibration impacts to adjacent historical structures.

Hollywood Center Project EIR, Los Angeles, CA. *Senior Technical Lead*. Alan led the preparation of the air quality, GHG emissions, energy, and noise/vibration analyses for this high-profile and complex project. The project would develop mixed-use market rate and senior affordable multi-family residential and commercial uses. Development could be phased on the project's "East Site" and "West Site" depending on economic conditions. Alan also coordinated with CARB and OPR on completion of the project's application for the Governor's ELDP certification, documenting that the project would achieve the USGBC LEED Gold standard, no net increase in GHG emissions, 15 percent transportation efficiency, prevailing wage and job requirements, and other sustainability measures as required in the ELDP certification. Further, as the project would include a number of outdoor space areas, including a performance stage for community events, and would be located near a number of historic buildings, Alan led the preparation of a complex noise and vibration analysis evaluating noise impacts, which used a three-dimensional noise model (CandaA) and detailed vibration analysis and mitigation for potential building damage to the nearby historic buildings.

8150 Sunset Boulevard Mixed-Use Project EIR, Los Angeles, CA. *Technical Lead.* Alan served as the technical lead and task manager for the air quality, GHG, and noise analyses for the proposed mixed-use commercial/residential project in the City of Los Angeles. As proposed, the project would result in the redevelopment of the approximately 2.5-acre property at the entrance to Hollywood's Sunset Strip with approximately 111,340 square feet of retail, 249 residential units, as well as a subterranean and an above-grade parking structure. The project's location in a densely populated residential area and the proposed intensification of the on-site development makes air quality, GHGs, noise, traffic, and aesthetics key issues of concern. During the preparation of the EIR, Alan provided strategic assistance and refined analyses needed to achieve the Governor's Environmental Leadership Development Project (ELDP) certification, the first of its kind for a mixed-use project in the State. In addition to the transportation, energy, and environmental benefits of the project, the ELDP designation qualifies the project for substantially expedited judicial review under CEQA, which supports the applicant's desire for an expedited project schedule.

Los Angeles Department of Public Works, Bureau of Engineering, Silver Lake Reservoir Complex Master Plan Project, Los Angeles, CA. *Senior Technical Director*. Alan served as the technical director for the air quality, GHG emissions, energy, and noise analyses for the EIR, coordinating with Los Angeles Bureau of Engineering and LADWP staff for the conversion of LADWP facilities into a public park. The EIR evaluated the impacts of constructing new and enhanced public park amenities within 116 acres of the existing 127-acre Silver Lake Reservoir Complex. Alan managed the preparation of technical studies, which included detailed data collection, emissions calculations, preparation of a health risk assessment, community noise monitoring, and noise and vibration calculations. The controversial project received almost 900 comment letters, which were addressed in the Final EIR released in July 2023.

EXHIBIT B

PAYMENT RATES AND SCHEDULE

City of Carpinteria, Community Development Department

Revised Cost Proposal for the Surfliner Inn Development Project EIR

Project #23-2254-DP/CUP/CDP









REVISED:
March 13, 2025

Project Team Leader: Brian Allee
949.870.1536 | BAllee@esassoc.com

Environmental Science Associates
esassoc.com

Revised Cost Proposal

ESA proposes the following budget by task, including direct expenses, presented in Table C-1 below. On the following pages we've included our detailed labor summary and non-labor expenses summary.

Table C-1: COST ESTIMATE

TASK	COST
Task 1: Project Initiation and Kickoff Meeting	$5,019
Task 2: Project Description	$8,243
Task 3: CEQA Adequacy Peer Review	$11,809
Task 4: Notice of Preparation/Notice of Completion, Scoping Meeting	$7,058
Task 5: Administrative Draft EIR	$105,711
Task 6: Public Review Draft EIR, Proofcheck Public Review Draft EIR, Notice of Availability, Notice of Completion	$33,004
Task 7: Administrative Final EIR (Draft Response to Comments)	$21,723
Task 8: Final EIR (Final Response to Comments)/Notice of Determination	$8,358
Task 9: Mitigation Monitoring and Reporting Program	$1,360
Task 10: Meetings	$30,908
Task 11: Project Management	$15,960
Total Labor	**$249,153**
Technology and Data Management Fee	$3,737
Reimbursable Expenses (reprographics, travel, delivery, other)	$6,000
TOTAL	**$258,890**

Revised Cost Proposal: ESA Detailed Labor Summary

Task #	Task Name/Description	Senior Principal Consultant 5	Managing Consultant 4	Principal Consultant 5	Managing Consultant 3	Principal Consultant 2	Managing Consultant 2	Senior Consultant 1	Managing Consultant 1	Associate Consultant 3	Principal Consultant 1	Senior Consultant 4	Associate Consultant 1	Senior Consultant 3	Associate Consultant 2	Principal Consultant 3	Consultant 6	Associate Consultant 2	Consultant 5	Managing Consultant 3	Senior Consultant 3	Associate Consultant 1	Senior Consultant 2	Associate Consultant 5	ESA LABOR TOTAL BY HOURS / DOLLARS ESA	ESA
		$375	$266	$334	$243	$248	$243	$163	$243	$175	$248	$223	$162	$202	$162	$276	$179	$162	$165	$243	$202	$147	$189	$203	Total Hours	Labor Amount
1	**Task 1: Project Initiation and Kickoff Meeting**	7	9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	**16,00**	**$ 5,019**
	Project kickoff meeting agenda		1																						1,00	$ 266
	Attend in-person Project kickoff meeting (includes travel time, 2.5 hours each way)	7	7																						14,00	$ 4,487
	Project kickoff meeting minutes		1																						1,00	$ 266
2	**Task 2: Project Description**	0	24	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2	1	**32,00**	**$ 8,243**
	Data Needs		2																						2,00	$ 532
	Draft Project Description		18	2																		2	1	1	24,00	$ 6,133
	Final Project Description		4	1																			1		6,00	$ 1,578
3	**Task 3: CEQA Adequacy Peer Review**	0	6	0	0	0	2	0	0	0	4	4	20	4	14	4	0	0	0	1	0	0	1	0	**60,00**	**$ 11,809**
	Air Quality and Greenhouse Gas Emissions Tech Memo											4	20												24,00	$ 4,132
	Noise and Vibration Memo													4	14										18,00	$ 3,076
	Tree Report						2																		2,00	$ 486
	Archaeological Resources Report										4														4,00	$ 992
	Geotechnical Report															1									1,00	$ 276
	Previous Environmental Site Assessment															2									2,00	$ 552
	SWCP Letter															1									1,00	$ 276
	Traffic and Parking Study																			1					1,00	$ 243
	Peer Review Memorandum		6																				1		7,00	$ 1,776
4	**Task 4: NOP/NOC, Scoping Meeting**	8	14	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	**23,00**	**$ 7,058**
4.1	Notice of Preparation		1																						1,00	$ 266
4.2	Notice of Completion		1																						1,00	$ 266
4.4	Scoping Meeting Presentation		4	1																					5,00	$ 1,398
4.5	Attend and facilitate Scoping Meeting (includes travel time, 2.5 hours each way)	8	8																						16,00	$ 5,128
5	**Task 5: Administrative Draft EIR**	0	71	11	42	8	2	18	8	22	10	13	36	12	44	6	52	92	39	12	8	6	8	9	**529,00**	**$ 105,711**
	Executive Summary		2																12						14,00	$ 2,512
	Introduction		1																5						6,00	$ 1,091
	Project Description (see Task 2 above)																								-	$ -
	Cumulative Projects Identification		1															2							3,00	$ 590
	Introduction to the Environmental Analysis																		2						2,00	$ 330
	Aesthetics		4		16																			2	22,00	$ 5,358
	Air Quality		2			2						7	20											1	32,00	$ 6,032
	Biological Resources (includes bio data review as no bio report was previously prepared, only a tree report)		1				2	18																1	22,00	$ 3,889
	Cultural Resources (includes historical records search/screening)								8	18	4														28,00	$ 5,736
	Energy (includes an energy analysis of which hasn't been prepared by the Applicant)		2			2								6	24									1	35,00	$ 6,331
	Geology/Soils (includes paleo analysis and paleo section as no paleo report was previously prepared)		1	1						4						2	18				8	4			38,00	$ 7,278
	Greenhouse Gas Emissions		2			2						6	16											1	27,00	$ 5,161
	Hazards & Hazardous Materials		1	1												2	17					1			22,00	$ 4,342
	Hydrology/Water Quality		1	1												2	17					1			22,00	$ 4,342
	Land Use/Planning		5	1	26																				32,00	$ 7,982
	Noise		2			2								6	20									1	31,00	$ 5,693
	Population/Housing		3	1														16							20,00	$ 3,724
	Public Services		7	1														16	2						26,00	$ 5,118
	Recreation		4	1														14							19,00	$ 3,666
	Transportation		8	1																12				2	23,00	$ 5,794
	Tribal Cultural Resources									2	6														8,00	$ 1,838
	Utilities/Service Systems		7	1														20							28,00	$ 5,436
	Alternatives		7	1														24							32,00	$ 6,084
	Other CEQA Consequences			1																					1,00	$ 334
	Environmental Effects Found Not to Be Significant																								-	$ -
	Agriculture and Forestry Resources		1																3						4,00	$ 761
	Mineral Resources		1																3						4,00	$ 761
	Wildfire		1																3						4,00	$ 761
	Irreversible Environmental Changes		1																3						4,00	$ 761
	Growth Inducing Impact		1																3						4,00	$ 761
	Significant Unavoidable Environmental Impacts		1																3						4,00	$ 761
	Compile/format Administrative Draft EIR		4																				8		12,00	$ 2,504
6	**Task 6: Public Review Draft EIR, Proofcheck Public Review Draft EIR, NOA, NOC**	0	42	10	10	6	1	6	3	7	6	7	4	5	4	2	9	12	0	0	0	2	8	1	**145,00**	**$ 33,004**
	Draft Public Review Draft EIR		30	8	8	4	1	6	2	6	6	6	4	4	4	2	8	12				2		1	114,00	$ 25,700
	Proofcheck Public Review Draft EIR		10	2	2	2			1	1		1		1			1								21,00	$ 5,332
	Compile/format Final Public Review Draft EIR		2																				8		10,00	$ 1,972
7	**Task 7: Administrative Final EIR (Draft Response to Comments)**	0	26	4	8	4	1	4	8	4	3	8	4	4	4	0	2	8	0	0	0	1	2	1	**96,00**	**$ 21,723**
	Prepare/Submit Draft Response to Comments		26	4	8	4	1	4	8	4	3	8	4	4	4		2	8				1	2	1	96,00	$ 21,723
8	**Task 8: Final EIR (Final Response to Comments)/Notice of Determination**	0	16	2	2	2	1	1	2	2	0	2	0	2	0	0	0	0	0	0	0	0	2	0	**34,00**	**$ 8,358**
8.1	Final Response to Comments		16	2	2	2	1	1	2	2		2		2									2		34,00	$ 8,358
9	**Task 9: Mitigation Monitoring and Reporting Program**	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	0	1	0	**7,00**	**$ 1,360**
	Draft Mitigation Monitoring and Reporting Program		1															3					1		5,00	$ 932
	Final Mitigation Monitoring and Reporting Program		1															1							2,00	$ 428
10	**Task 10: Meetings**	20	88	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	**108,00**	**$ 30,908**
	In-person and/or virtual meetings with CDD staff, districts, agencies, and the Applicant (24 total meetings, some include travel time)	4	36																						40,00	$ 11,076
	In-person Environmental Review Committee Meeting (includes travel time)	4	6																						10,00	$ 3,096
	In-person Planning Commission Meeting (includes travel time)	6	8																						14,00	$ 4,378
	In-person City Council Meeting (includes travel time)	6	8																						14,00	$ 4,378
	Additional in-person decision maker meetings (4 total meetings, includes travel time)		30																						30,00	$ 7,980
11	**Task 11: Project Management**	0	60	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	**60,00**	**$ 15,960**
	Project Management		60																						60,00	$ 15,960
	Total	35	358	31	62	20	7	29	21	35	23	34	64	27	66	12	63	116	39	13	8	11	24	12	**1,110,00**	**$ 248,153**

PROJECT COST ESTIMATE SUMMARY TABLE		
ESA Labor		$249,153
Technology and Data Management Fee	1.5%	$3,737
ESA Labor Amount		**$252,890**
ESA Non-Labor Expenses		
Reimbursable Expenses (Details Attachment A)		$6,000
Subtotal ESA Non-Labor Expenses		**$6,000**
PROJECT TOTAL		**$258,890**

Attachment A
Revised Cost Proposal: ESA Non-Labor Expenses Summary

Reimbursable Expenses		
Printing/Reproduction	$	1,200
Postage and Deliveries	$	400
Mileage	$	3,650
Other Reimbursable Expenses	$	750
Total Reimbursable Expenses	**$**	**6,000**

TOTAL NON-LABOR EXPENSES	**$**	**6,000**

EXHIBIT C

INSURANCE REQUIREMENTS

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

Consultant shall provide the following types and amounts of insurance:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

EXHIBIT D

WORKERS' COMPENSATION REQUIREMENTS

The Consultant is required to sign and file either a statement acknowledging its obligation to secure payment of Workers' Compensation before beginning work, or a declaration confirming that as a sole proprietor consultant is exempt from Workers' Compensation Requirements.

ACKNOWLEDGEMENT OF WORKERS' COMPENSATION OBLIGATION

I, Ruta K. Thomas, hereby acknowledge my obligation to secure payment of Workers' Compensation before beginning work.

Environmental Science Associates

By:_____
Ruta K. Thomas, So. Cal. Regional Director

Dated:_____

Agenda Section: Legislative Update

Agenda Item No.: N/A

Council Meeting Date: April 14, 2025

These are the biggest bills for cities this year (so far)

Apr 2, 2025

By Cal Cities Staff

State legislators have introduced over 2,300 bills this year, many of which will impact cities. These measures could bolster local revenues, remove dangerous forever chemicals, improve disaster responses, build out critical infrastructure, and change local housing plans.

It's a long list. Cal Cities lobbyists have sorted through the bill buzz to create a list of the most important bills — the ones city leaders need to act on and a few others to watch as the year unfolds.

Housing, Community, and Economic Development

This year could see some big changes to the state's housing law, including some proposed by Cal Cities. AB 650 (Papan) would refine parts of the Housing Element Law to ensure the Department of Housing and Community Development (HCD) efficiently certifies local housing plans. The Cal Cities-sponsored bill would allow cities to start drafting their housing elements six months earlier. It would also require HCD to provide more guidance when reviewing draft plans and ensure cities can respond to changes proposed by HCD during the review process.

But one of the most significant housing bills so far is SB 79 (Wiener), which would ignore state-certified housing elements and force cities to automatically approve certain transit-oriented development up to seven stories high and at a density of 120 homes per acre. Transit agencies would have full land use authority on land they own without any requirements to develop housing. Cal Cities strongly opposes the bill.

Cal Cities is also reviewing a 22 permitting reform bill package introduced last week by 16 legislators and the state Attorney General. Lawmakers released the proposal in response to the Assembly Select Committee on Permitting Reform's white paper. The measures cover everything from the development application process to further enforcement mechanisms for local governments that violate state housing laws.

Other notable bills include:

- AB 736 (Wicks): The Affordable Housing Bond Act of 2026
  Cal Cities Position: Support
- SB 677 (Wiener): Housing Development: Streamlined Approvals
  Cal Cities Position: Oppose

Environmental Quality / Emergency Services

One of Cal Cities' sponsored environmental bills, SB 454 (McNerney), raced through on consent in a packed Senate Environmental Quality Committee hearing this week with unanimous support. The bill would help fund local efforts to remove PFAS — also known as forever chemicals — from water and wastewater supplies.

Next Monday, lawmakers will hear AB 262 (Caloza) in the Assembly Emergency Management Committee. The Cal Cities-backed measure would create an assistance program under the Office of Emergency Services to support communities impacted by disasters. This would help ensure California can provide disaster assistance in the event federal aid is unavailable.

The Assembly Water, Parks, and Wildlife Committee will hear AB 846 (Connolly) next Tuesday. The measure would streamline the California Department of Fish and Wildlife permitting process for vegetation management projects in fire-prone areas. Cal Cities sponsored a similar measure in 2024, which Gov. Gavin Newsom vetoed due to its costs. This new version seeks to address those concerns while ensuring that cities can more quickly clear flammable vegetation to prevent future wildfires.

Other notable bills include:

- AB 372 (Bennett) Office of Emergency Services: state matching funds: water system infrastructure improvements

Cal Cities Position: Support

- AB 1153 (Bonta) Solid waste disposal site cleanup: illegal disposal site abatement

Cal Cities Position: Support

- AB 452 (Irwin) Coastal recreation: designated state surfing reserves

Cal Cities Position: Support If Amended

- AB 436 (Ransom) Composting facilities: zoning

Cal Cities Position: Support

Community Services

Cal Cities is co-sponsoring SB 569 (Blakespear) with the city of San Diego. This measure would improve coordination between state agencies and cities when addressing homeless encampments on state properties. The bill has gained support from local leaders throughout the state.

Cal Cities is also sponsoring a package of bills that would address concerns over the state's oversight of alcohol and drug treatment facilities. The Senate Health Committee will hear SB 35 (Umberg) on April 23. The measure would ensure the Department of Health Care Services provides timely and thorough oversight of sober living homes that illegally advertise treatment services.

Other sponsored bills — AB 492 (Valencia), AB 424 (Davies), and SB 329 (Blakespear) — would implement recommendations from a state audit on the state's oversight over recovery homes. Some other notable bills include:

- SB 456 (Ashby) Contractors: Exemptions: Muralists
  Cal Cities Position: Sponsor

Transportation, Communications, and Public Works

Cal Cities is sponsoring a bill that would make it easier for cities to comply with the state's Advanced Clean Fleets rule. SB 496 (Hurtado) would establish an appeals board to review extension request denials and create several much-needed reforms.

Two other sponsored measures would help combat copper theft and fund critical local infrastructure projects. AB 476 (González, Mark) would enhance reporting requirements for recyclers and expand the definition of public infrastructure nonferrous metals to include things like streetlights and manhole covers. SB 74 (Seyarto) would create a "gap fund" grant program that covers up to 20% of the remaining costs for eligible projects.

Other notable bills include:

- AB 911 (Carrillo) Telecommunications: Advance Clean Fleets
  Cal Cities Position Support
- AB 620 (Jackson) Rentals: Advance Clean Fleets
  Cal Cities Position: Support
- AB 538 (Berman) Payroll Records
  Cal Cities Position: Oppose
- SB 431 (Arreguín) Assault on Public Works Employees

Cal Cities Position: Support

Revenue and Taxation

Cal Cities is sponsoring a bill that would help cities better enforce their short-term rental ordinances and collect transient occupancy taxes (TOT). SB 346 (Durazo) would require short-term rental facilitators, at the request of a city, to provide a listing's Assessor Parcel Number to a city. It would also give cities the ability to audit TOT collected and remitted by short-term rental facilitators and require platforms to publish the local license number and TOT Certification on their short-term rental listings.

A measure supported by Cal Cities, AB 330 (Rogers), would extend the sunset date on the Local Prepaid Mobile Telephony Services Collections Act. It authorizes local governments to apply public safety charges and utility user taxes (UUT) to prepaid wireless bills. If lawmakers do not extend the act, over 100 cities will lose their ability to collect UUT for prepaid wireless services at the end of the year.

Other notable bills include:

- SB 710 (Blakespear) Property taxation: active solar energy systems: extension
  Cal Cities Position: Oppose
- SB 696 (Alvarado-Gil) Sales and Use Tax Law: exemptions: firefighting equipment

Cal Cities Position: Support (Pending amendments)

Public Safety

Cal Cities has taken positions on several bills sponsored by Insurance Commissioner Ricardo Lara focused on wildfire mitigation, recovery, and fire insurance availability, including AB 1 (Connolly). The bill would require the Department of Insurance to consider updating its Safer from Wildfires regulations to include home hardening efforts.

The Safer from Wildfires regulations incentivize homeowners to invest in specific wildfire risk reduction measures by requiring admitted insurers to reflect and take into account these measures in their ratings. These efforts could include creating a five-foot ember-resistant zone around homes, Class-A fire-rated roofs, enclosed eaves, and non-combustible construction materials, among many other steps.

The current regulations do not incorporate the benefits of home hardening and community-hardening efforts in relation to rates. This has led some insurers to not write or renew policies. Including home hardening efforts in these regulations would help to address the insurance crisis by improving the availability of insurance coverage.

Other notable bills include:

- AB 237 (Patel) Crimes: Threats

Cal Cities Position: Support

- Ab 400 (Pacheco) Law Enforcement: Police Canines

Cal Cities Position: Support

- SB 6 (Ashby) Controlled Substance: Xylazine
  Cal Cities Position: Support
- SB 19 (Rubio) Threats: Schools and Places of Worship

Cal Cities Position: Support

- SB 759 (Archuleta) Crimes: Supervised Release

Cal Cities Position: Support

Governance, Transparency, and Labor Relations

Legislators are again weighing changes to California's open meetings and labor laws. A bill co-sponsored by Cal Cities, SB 239 (Arreguín), would modernize the Brown Act by removing the in-person requirement for some local advisory bodies. The narrowly tailored bill includes several notable limitations and is backed by disability rights organizations.

Another measure, AB 339 (Ortega), would require public agencies to provide written notice to unions no less than 120 days before issuing a request to change existing contracts that are within the scope of the jobs represented by the organization. Cal Cities and a host of other organizations oppose the measure, as its impractical nature would undermine vital public services — especially during natural disasters and other emergencies.

Cal Cities also opposes two bills that would restrict employer-employee communications. AB 340 (Ahrens) would prohibit cities from questioning employees or their union representatives about communications concerning workplace matters. AB 1109 (Kalra) would effectively create an attorney-client privilege between a union agent and a represented employee for certain confidential communications.

Both bills would restrict cities' ability to conduct workplace investigations while adding new costs and liability. Other notable bills include:

- SB 707 (Durazo) Open meetings: meeting and teleconference requirements
  Cal Cities Position: Concerns

- AB 465 (Zbur) Local public employees: memoranda of understanding Cal Cities Position: Oppose

What can my city do?

Lawmakers will break on April 10 for Spring Recess and return to the Capitol on April 21 — two days before Cal Cities' marque advocacy event in Sacramento. Legislators have until May 16 to get their bills through the first round of policy committee meetings, so expect a flurry of action alerts and updates in the coming weeks.

Keep your eyes open for a new and improved State Bills in Brief — delivered a few days early to Cal Cities members via Cal Cities' public affairs managers. To learn how you can make your voice heard, contact your regional public affairs manager.