



REGULAR MEETING

SAND CITY COUNCIL

AND

**SUCCESSOR AGENCY OF THE FORMER
REDEVELOPMENT AGENCY**

AGENDA

SAND CITY COUNCIL CHAMBERS

TUESDAY, JUNE 20, 2017

5:30 P.M.



AGENDA
JOINT SAND CITY COUNCIL AND SUCCESSOR AGENCY
OF THE FORMER REDEVELOPMENT AGENCY

Regular Meeting – June 20, 2017
5:30 P.M.
CITY COUNCIL CHAMBERS
Sand City Hall, One Sylvan Park, Sand City, CA 93955

- 1. INVOCATION**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. COMMUNICATIONS**

Members of the public may address the City Council/Successor Agency on matters not appearing on the City Council/Successor Agency Agenda at this time for up to three minutes. In order that the City Clerk may later identify the speaker in the minutes of the meeting, it is helpful if speakers state their names. Public comments regarding items on the scheduled agenda will be heard at the time the time the item is being considered by the City Council/Successor Agency.

The City Council Chambers podium is equipped with a portable microphone for anyone unable to come to the podium. If you need assistance, please advise the City Clerk as to which item you would like to comment on and the microphone will be brought to you.

- A. Written
- B. Oral

5. CONSENT CALENDAR

The Consent Agenda consists of routine items for which City Council approval can be taken with a single motion and vote. A Council member may request that any item be placed on the Regular Agenda for separate consideration.

- A. Approval of May 30, 2017 Special Council Meeting Minutes
- B. Approval of June 6, 2017 Sand City Council Meeting Minutes
- C. Acceptance of Public Works Monthly Report, May 2017
- D. Acceptance of Police Department Monthly Report, May 2017
- E. Approval of City RESOLUTION Authorizing an Increase of the Fire Protection Services between the Cities of Monterey and Sand City
- F. Approval of City RESOLUTION Authorizing Renewal of a Maintenance Services Agreement with HOPE Rehabilitation Services for Fiscal Year

2017-2018

- G. Approval of City RESOLUTION Authorizing a Sheltering Agreement with the Society for the Prevention of Cruelty to Animals for Monterey County (SPCA)
- H. Approval of City RESOLUTION Authorizing the City Administrator to Enter into a Master Programs Funding Agreement between the City of Sand City and the Transportation Agency for Monterey County

6. CONSIDERATION OF ITEMS PULLED FROM CONSENT CALENDAR

7. PRESENTATION

- A. Presentation by John C. Baker, Executive Division Local Government Liaison for the California Public Utilities Commission (CPUC) on CPUC Organization Review {10 minutes}

8. PUBLIC HEARING

- A. Consideration of City RESOLUTION Approving Conditional Use Permit 615 for Randall Swanson Authorizing an Art Gallery with Accessory Office and Storage at 495-B Elder Avenue
- B. Consideration of City RESOLUTION Approving Conditional Use Permit 616 for Aaron Valdez to Operate an Upholstery Workshop at 352-B Orange Avenue
- C. Consideration of SECOND READING: City ORDINANCE Amending Title 18 of the Municipal Code to Reclassify Certain Property Bounded by Fell Street, Ocean Avenue and Abutting Private Property (APN 011-182-002 & 003) from Heavy Commercial (C-2) to Medium Density Residential Planned Unit Development (R2-PUD)

9. OLD BUSINESS

- A. Progress report on Public Works projects, Successor Agency Oversight Board, South of Tioga project, Coastal projects, and other Sand City community programs by City Engineer/Community Development Director/City Administrator

10. NEW BUSINESS

- A. Consideration of City RESOLUTION Adopting Amendment #1 to the City Budget for Fiscal Year 2016-2017

- B. Consideration of Proposed City Budget for Fiscal Year 2017-2018 and Appropriations Limit for FY 2017-2018
 - 1) Approval of City RESOLUTION Adopting the Proposed City Budget for Fiscal Year 2017-2018
 - 2) Approval of City RESOLUTION Establishing and Appropriations Limit for Fiscal Year 2017-2018 pursuant to Article XIII B of the California Constitution
- C. Consideration of City RESOLUTION Adopting a Fee Increase to \$700 to recoup Costs for the Processing, Review, and Approval of Voluntary Lot Mergers within Sand City and to Authorize the Distribution and Utilization of the New Voluntary Lot Merger Application, Forms, and Documents
- D. Comments by Council Members on Meeting and Items of Interest to Sand City
- E. Consideration of Cancelling the July 4, 2017 due to the Independence Day Holiday
- F. Upcoming Meetings/Events

11. ADJOURNMENT

Next Scheduled Council Meeting:
Tuesday, July 18, 2017
5:30 P.M.
Sand City Council Chambers
1 Sylvan Park, Sand City

This is intended to be a draft agenda. The City reserves the right to add or delete to this agenda as required.

The current Sand City agenda is available in PDF format on our website at:

www.sandcity.org/agenda

If you have a request for a disability-related modification or accommodation, including auxiliary aids or services, which will allow you to participate in a Sand City public meeting, please call the City Clerk at (831) 394-3054 extension 13, or give your written request to the City Clerk at One Sylvan Park, Sand City, CA 93955 at least 48 hours prior to the scheduled meeting to allow the City Clerk time to arrange for the requested modification or accommodation.

AGENDA ITEM

5A

**SPECIAL MEETING MINUTES
JOINT SAND CITY COUNCIL AND SUCCESSOR AGENCY
OF THE REDEVELOPMENT AGENCY**

SPECIAL Meeting – Tuesday, May 30, 2017
5:30 P.M.
CITY COUNCIL CHAMBERS

Mayor Carbone opened the meeting at 5:30 p.m.

The Pledge of Allegiance was led by Police Chief Brian Ferrante.

Present: Mayor Carbone
Vice Mayor Blackwelder
Council Member Hubler
Council Member Kruper

Staff: Todd Bodem, City Administrator
Jim Heisinger, City Attorney
Brian Ferrante, Police Chief
Linda Scholink, Director of Administrative Services /City Clerk

AGENDA ITEM 4, COMMUNICATIONS

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A. There was no written communication distributed to the City Council.

B. Oral

5:31 P.M. Floor opened for Public Comment.

Public Member Steve Vagnini commented that eight years ago Council Member Kruper and Dierdre Bascou started the Guitars not Guns Chapter founded through the West End Celebration, and is sorry to hear that Council Member Kruper is leaving. He reported that Guitars-not-Gun has given away over 700 hundred guitars since its inception, and an email was received from Senator Bill Monning naming Guitars-not-Guns as the "Non-Profit of the Year" for the 17th Congressional District. A small town like

Sand City brought this to life and he expressed his thanks to the Council for their support.

5:34 P.M. Floor closed to Public Comment.

AGENDA ITEM 5, NEW BUSINESS

A. Councilmember Vacancy – Interview of applicants who have submitted letters of interest to fill vacant Council seat. Discussion regarding filling vacant Council position. Direction to staff

Mayor Carbone reported that the City Administrator supplied the Council Members with the interview process through a Staff report.

City Administrator Todd Bodem commented that a letter was sent to each applicant for their interview time with one question that each applicant should come prepared to answer. Interviews of each applicant will be in successive fifteen minute increments and each Council Member will ask a series of additional questions to the candidates.

Mayor Carbone reiterated that each interview will last approximately 15 minutes and at the conclusion of the interviews responses will be rated by the City Council. When the Council has completed the process and the scores are tallied, the electors will be announced at the next Council meeting. She thanked the electors for expressing their interest. There will be two vacancies to fill, one seat left by Council Member Carbone and one for the upcoming retirement of Council Member Kruper.

Each applicant was requested to come prepared with an answer to the question: *“Where do you see Sand City in five to ten years?”*

5:40 P.M. Megan Dole

Megan Dole responded that the new buildings are indicative of Sand City’s growth, and would like to see the City as a unique small City, not a replica of Carmel or Monterey. It is a place where things are made, not just art, but also where machinist and builders work. She is hopeful that residents can also have jobs within the City and not have to commute. Ms. Dole expressed that she would like to see the City appeal to more families. In response to the question of what changes she would like to see in Sand City, Ms. Dole responded that she would like to see more sidewalks, and to have businesses outwardly promoted. Her availability to attend meetings during the day would be possible if she was given adequate notice. As a City Council Member Ms. Dole would like the City to stay unique and not a replica of other cities.

5:50 P.M. Kristen Blaise-Olsen McDaniel

Kristen McDaniel commented that she hopes to see Sand City morph and grow due to its vast potential to become a vibrant place for the community,

She would like to see the West End and the South of Tioga area become a mix of artist, residential, and commercial buildings with more businesses that cater to residents and for tourists to be able to rest, relax, and spend more money. In five years, she would like to be able to eat at a restaurant in the community, shop at a monthly Farmer's Market, and hopefully within 10 years a weekly Farmer's Market. With the pending hotel and the City's bike path, the City can capitalize to possibly create a welcome center, bike rental facility, and possibly be a first stop for tourists visiting the Peninsula. She would like to see more revitalization in some areas especially improvement in landscaping. In response to the question regarding opposing points of views and policies that need to be upheld as a Council Member, Ms. McDaniel responded that what the ordinances and by-laws state is what needs to be followed. If appointed as a Council Member Ms. McDaniel commented that she would like to see the City promote more foot traffic for the businesses and artist within the City.

6:00 P.M. Deirdre Duncan Bascou

Dierdre Bascou read a statement responding to the question that she would like to grow Sand City into a City that is creative, responsible, sustainable, and compassionate, and also to be part of a transparent City Council as a Member that makes decisions for the betterment of the entire Peninsula and provides solutions to local issues. It is a challenging political time for our nation and requires politicians to value truth and kindness. Ms. Bascou expressed that to enhance Sand City, the City needs more sidewalks and services with a way to nurture the life of the City. Landlords should take responsibility and be held accountable for properties they own, and to see continued growth. As a City Council Member that needs to process a large amount of complex information and translate into an informed decision, Ms. Bascou responded that she is a voracious reader and would have no trouble in receiving the information and being able to apply it wisely.

6:17 P.M. Jose Espinoza

Jose Espinoza commented that in five years, he would like to see Sand City as the safest, cleanest, greenest, and technologically advanced City. He would also like the Sand City to become a destination City and not just a "drive by" City; where tourists have a reason to stay here and consider it an amazing place to visit. He would like to see a Council engaged with residents. The change that he would like to envision happening in Sand City would be to improve the City's esthetic appeal through small and minor improvements to the existing buildings. His interest in being a Council Member originates from his social contacts with both residents and business owners. As a City Council Member, Mr. Espinoza's goal would be to take his social and organizational skills to complete a project, and to promote the welfare of Sand City.

6:29 P.M. Greg Hawthorne

Greg Hawthorne elaborated on the accomplishments of the Sand City Council over the past 18 years including the construction of the

desalination plant. His children have studio's within the City, and would like to continue to see a thriving artist community. Due to positive growth with the next five years the City needs to look at childcare as well as establishing a community center. He suggested that all commercial development should be assessed a 1% charge that goes directly to the arts via a fund (visual/performing arts). He would also like to have a permanent collection of art that is loaned to the City for display, that the City remains focused on the arts as well as the live/work spaces, and to create affordable housing within the City. When a decision needs to be made regarding City policy, opinions and personal points of view should not affect the decision to be made. As a City Council Member, Mr. Hawthorne would like to see all the on-going projects completed and to be able to add to those projects. He does not want to replicate any cities in the area, because Sand City is unique. His ability in translating and processing complex information stems from his experience in managing and running two corporations.

6:42 P.M. Logan Norton

Logan Norton would like to see Sand City with the completion of the Ecoresort and housing construction within the next five years. He would like to see more improvements to streets, an increase in pedestrian traffic, and to have the City as a tourist destination rather than going to Monterey. The ten year period would encompass an extension of the accomplishments already attained within the previous five year period. He would like to increase the availability of restaurants and mixed-use space, and would like the City to provide an array of services to draw people into the City on any given night. His primary motivation to be involved with the City Council is the importance of local politics and its effect on people's lives, with an opportunity to be involved in making a difference as well as adding a fresh perspective. As a City Council Member, Mr. Norton commented that he would like to accomplish the continuation of some good policy and direction, as well as to continue to steer the City in the solid work that is being done.

6:51 P.M. Elizabeth Sofer

Elizabeth Sofer commented that she is extremely impressed with the caliber of people that have expressed interest in the City Council. In the next five years, Ms. Sofer sees Sand City in the participation of the local governments from members of the community, its careful city plans and designs, and in the integration of larger government such as participation in the Association of Monterey Bay Area Governments (AMBAG) and various other agencies. She would like to assist in the continuation and development in the evolution of the Old Town and West End into a modern mixed-use community, as well as the achievement of the Ecoresort project, that should be performed by a fully staffed planning department. In support of the City's ten year goals, she anticipates more investment in improving the City streets, new City Hall, a community center, expanded policy and code enforcement, with more services to businesses and residents as needed, including live/work housing for

artists. As part of a functioning team, Ms. Sofer responded that the policy of the City is primary and her personal point of view would need to be set aside. She would like to see change in Sand City through policy making, and would like to see some very good quality restaurants. As a Council Member Ms. Sofer would like to facilitate the great work that has been started and to continue to participate in the community that Sand City has upheld and supported. Her experience in translating and processing complex information was working as a scheduler for the outer space maneuvering systems between 1979-1994. She scheduled all the work it took to build those rockets, sitting on board and commission meetings, and processing a vast amount of information.

Mayor Carbone thanked all the candidates. She requested that the Council conclude their ratings.

Council Member Hubler commented that whoever may end up with the position on the City Council to come to the meetings with an open mind. He appreciated everyone's responses and mentioned that as a City Council Member, he came with no agenda and the one thing that he did want to do was serve the people, which he finds as a great attribute. Mr. Hubler thanked the audience for their support.

Mayor Carbone concluded that the rating sheets will be tallied and the results will be announced at the June 6, 2017 City Council meeting. Council Member Kruper will be missed, and the issue of affordable housing has been considered at the County level with a 21 member committee. The Mayor also announced that she would like to create and establish new committees, and would also like to see more community events take place in Sand City.

AGENDA ITEM 6, ADJOURNMENT

Motion to adjourn the City Council meeting was made by Council Member Hubler, seconded by Council Member Kruper, to the next regularly scheduled Council meeting on Tuesday, June 6, 2017 at 5:30 p.m. There was consensus of the Council to adjourn the meeting at 7:15 p.m.

Linda K. Scholink, City Clerk

AGENDA ITEM

5B

**MINUTES
JOINT SAND CITY COUNCIL AND SUCCESSOR AGENCY
OF THE REDEVELOPMENT AGENCY**

Regular Meeting – June 6, 2017
5:30 P.M.
CITY COUNCIL CHAMBERS

Mayor Carbone opened the meeting at 5:30 p.m.

The invocation was led by Reverend Robert Hellam.

The Pledge of Allegiance was led by Police Chief Brian Ferrante.

Present: Mayor Carbone
Vice Mayor Blackwelder
Council Member Hubler

Staff: Todd Bodem, City Administrator
Jim Heisinger, City Attorney
Leon Gomez, City Engineer
Brian Ferrante, Chief of Police
Linda K. Scholink, Director of Administrative Services/City Clerk

AGENDA ITEM 4, COMMUNICATIONS

A. There was no written communication distributed to the Council.

B. Oral

5:31 P.M. Floor opened for Public Comment.

There was no comment from the Public.

5:31 P.M. Floor closed to Public Comment.

AGENDA ITEM 5, CONSENT CALENDAR

A. Conditional Use Permits (CUP) and Coastal Development Permits (CDP) are subject to annual review by the City Council and City staff. Upon review of each of the following Use Permits, staff is recommending continued operation of the Use Permits to the City Council based on the finding that these uses are in compliance with their permits. There was no discussion of the following use permits. There was no discussion of the following use

permits.

- (1) CUP #377, Hartzel Automotive (auto), 510-A California Avenue
- (2) CUP #399, Edgewater Center, (retail/multiple sites), 915, 925 Playa & 2030 California
- (3) CUP #419, Carmel Tile/Doubleday (showroom/storage), 1725 Contra Costa Street
- (4) CDP 97-05, Monterey Bay Restaurant Equipment (retail/wholesale), 325 Elder Avenue
- (5) CUP 563, Crema Creative Media (studio) 613-B Ortiz Avenue
- (6) CUP 583/CDP14-03, Wild Thyme (manufacture), 1 John Street
- (7) CUP 593, John Fisk (retail), 465-C Olympia Avenue

- B. There was no discussion of the May 16, 2017 Sand City Council Meeting Minutes.
- C. There was no discussion of the City **Resolution** authorizing the Monterey County Health Department to Apply for State Block Grant Funding on behalf of Sand City towards the Countywide Used Oil Recycling Program.
- D. There was no discussion of the City **Resolution** authorizing an Agreement with Bartel Associates for a cost not to exceed \$24,000 for Actuarial Services Related to the City's Prefunding and Compliance with GASBS 75 Accounting Standards for the City's Retiree Health Plan.
- E. There was no discussion of the City Donation/Contribution to Seaside Pony Baseball & Softball for \$250.
- F. There was no discussion of the City **Resolution** authorizing Renewal of a Contract with BLC Partners, LLC for Human Resources Management Services for \$2,850.
- G. There was no discussion of the City **Resolution** authorizing Purchase of a Copy Machine from Canon Solutions America for an amount not to exceed \$15,000.
- H. There was no discussion of the City **Resolution** to approve Maximum Rates and New Rates to be Charged by Greenwaste Recovery effective July 1, 2017 for Collection of Franchised Solid Waste, Recycling, and Organics.
- I. There was no discussion of the City **Resolution** authorizing a City Engineering Service Agreement with Creegan & D'Angelo not to exceed \$197,000.
- J. There was no discussion of the City **Resolution** authorizing the City Administrator to Execute a Professional Services Agreement for Materials Testing and Inspection Services for the Hickory Street Improvement Project in Sand City, California with Moore Twining Associates, Inc., in an

amount not to exceed \$8,620.

- K. There was no discussion of the City **Resolution** approving an Agreement with EMC Planning Group, Inc. for Professional Services for Fiscal Year 2017-18 at a cost not to exceed \$60,000.
- L. There was no discussion of the City **Resolution** to Enter into an Agreement with Green Valley Landscape Inc., for the Landscaping and Irrigation of the City Hall Complex Site Located at 1 Sylvan Way (Pendergrass Way) in Sand City in an amount not to exceed \$21,000

Motion to approve the Consent Calendar was made by Council Member Blackwelder, seconded by Council Member Hubler. AYES: Council Members Blackwelder, Carbone, Hubler. NOES: None. ABSENT: None. ABSTAIN: None. Motion carried.

AGENDA ITEM 6, CONSIDERATION OF ITEMS PULLED FROM CONSENT CALENDAR

There were no items pulled from the Consent Calendar.

Mayor Carbone announced that Agenda Items 7B and 7D will be continued to the June 20, 2017 Council meeting due to lack of a quorum.

AGENDA ITEM 7, PUBLIC HEARINGS

- A. **Consideration of City RESOLUTION Approving Conditional Use Permit 614 for Kevin Lairson Authorizing Light Manufacturing of Motor Parts and Limited Scale Auto Installation Service at 329 Olympia Avenue**

City Planner Charles Pooler presented an application submitted by Kevin Lairson for permit approval to relocate his automotive part assembly to 329 Olympia Avenue. The Subject Property facilitates a 1-story 4,000 square foot commercial building with two units, of which the applicant will occupy approximately 2,800 square feet. The remaining 1,200 square feet area is occupied by 'Style Auto' for an auto wholesale storage and office. The paved yard around the building is enclosed by a masonry wall along the north and west sides, and enclosed by a chain-link fence with no screening along the west, south, and east sides with access from Olympia Avenue. The Applicant proposes to set up a workshop within the building for the rebuilding and selling of alternators, starters, and generators; and may occasionally perform part installation into vehicles. There will be no employees.

Staff recommends the permit allow operation between 7:00 a.m. to 6:00 p.m. Monday through Friday and no operation on weekends or City recognized holidays which is consistent with permit requirements of similar uses in the Mixed-Use zoning district. On-site office activity should be

allowed beyond operational hours. The Property provides twenty (20) striped parking spaces. The fenced yard provides an additional five parking spaces for a total of 25 spaces. The proposed use requires (4) on-site parking spaces based upon a 1/700 parking ratio for a manufacturing use. The Applicant stated that he would occasionally perform part installation on vehicles, which qualifies as a major automotive repair and requires a minimum of ten (10) spaces. Staff recommends the permit limit the operation to only one (1) "work bay" for vehicles, and that the Applicant take in no more than one vehicle at any one time for such service. This will maintain the limited scale of the operation. The twenty (20) on-site parking spaces is sufficient to accommodate zoning parking requirements for both tenants of the building.

The proposed use is to assemble motor parts by using pre-manufactured components. There will not be any metal working (grinding, drilling, shaving, bending, etc.) which is not anticipated to generate excessive fumes, noise, dust, vibrations, or other negative impacts. The storage of inoperable and/or multiple vehicles would present a blighting influence/appearance; therefore, staff recommends the permit restrict client vehicle parking to only be at the back north end of the parking area away from general public visibility. Staff recommends approval of the conditional use permit for the Applicant, with the conditions/restrictions proposed by staff.

5:40 P.M. Floor opened for Public Comment.

Kevin Lairson, the applicant commented that he has reviewed the use permit, is very happy with it, and is in agreement with the conditions of the permit. He enjoys doing business in Sand City and this new location would help his business due to the availability of parking.

5:41 P.M. Floor closed to Public Comment.

Motion to approve the City **Resolution** approving Conditional Use Permit 614 for Kevin Lairson Authorizing Light Manufacturing of Motor Parts and Limited Scale Auto Installation Service at 329 Olympia Avenue was made by Council Member Hubler, seconded by Council Member Blackwelder. AYES: Council Members Blackwelder, Carbone, Hubler. NOES: None. ABSENT: None. ABSTAIN: None. Motion carried.

Mayor Carbone commented that Item 7B will be moved to a future meeting due to lack of quorum.

B. Consideration of City RESOLUTION Approving Conditional Use Permit 615 for Randall Swanson authorizing an Art Gallery with Accessory Office and Storage at 495-B Elder Avenue

There was consensus of the City Council to move Item 7B to the June 20,

2017 Council meeting.

C. Consideration of SECOND READING: City Ordinance to Amend Sand City Municipal Code Title 18 (Zoning Ordinance) Amending Sections 18.13.030, 18.13.040, 18.13.060.D and 18.13.060.F and adding Section 18.13.060.H

At the May 16, 2017 Council meeting, the City Council adopted an ordinance, for first reading, to amend Chapter 18.13 of the City's Municipal Code to 1) discretionarily allow increased residential densities at an incremental rate proportional to the amount of land consolidated into a single lot, 2) discretionarily allow increased building heights over sixty feet (60') provided certain criteria are satisfied, 3) add additional language to expand and clarify desirable land uses for the Mixed Use zoning district, and 4) clarify that those properties within a Coastal Zone overlay are subject to the development standards of Chapter 18.26 and not 18.13. This ordinance requires City Council adoption for second reading. If approved for second reading, this ordinance will go into effect 30-days thereafter. Staff recommends adoption to amend Chapter 18.13 of the City's Zoning Ordinance.

5:47 P.M. Floor opened for Public Comment.

Sand City resident Deirdre Bascou inquired why items 7A and 7C were considered tonight and why 7B & 7D must be continued. City Attorney Jim Heisinger responded that on the items to be continued, one or more Council members have to abstain due to the conflict of interest rules that resulted in a lack of a quorum.

5:49 P.M. Floor closed to Public Comment.

Motion to approve the Second Reading: City **Ordinance by title**, to amend Sand City Municipal Code Title 18 (Zoning Ordinance) Amending Sections 18.13.030, 18.13.040, 18.13.060.D and 18.13.060.F and adding Section 18.13.060.H was made by Council Member Blackwelder, seconded by Council Member Hubler. Roll Call Vote AYES: Council Members Blackwelder, Carbone, Hubler. NOES: None. ABSENT: None. ABSTAIN: None. Motion carried.

The Mayor requested a round of applause for City Planner Charles Pooler for his work on the amendments to Title 18 of the Municipal Code.

D. Consideration of SECOND READING: City ORDINANCE Amending Title 18 of the Municipal Code to Reclassify Certain Property Bounded by Fell Street, Ocean Avenue and Abutting Private Property (APN 011-182-002 & 003) from Heavy Commercial (C-2) to Medium Density Residential Planned Unit Development (R2-PUD)

There was consensus of the City Council to move Item 7D to the June 20, 2017 Council meeting.

AGENDA ITEM 8, OLD BUSINESS

A. Progress report on Public Works projects, South of Tioga Redevelopment project, Coastal projects, and other Sand City community programs by City Engineer/Community Development Director/City Administrator

City Engineer Leon Gomez reported that the desalination plant produced 28 acre feet of water for the month of May 2017.

On May 10th, City staff met with Interra and EMC at West Bay Street to review the scope of Interra's geophysical work and the biological constraints raised by EMC for the Water Supply Project. Following the meeting, Interra met with Cal-Am to discuss the biological concerns. Cal-Am has since decided to obtain a 2nd opinion from their environmental consultant. The result is that the work may be performed prior to October 2017 provided that biological surveys are conducted prior to the start of the geophysical work and that a biologist is present during the work. Cal-Am has agreed to cover these costs as part of the overall geophysical scope of work.

City staff held a conference call on May 24, 2017 with Ms. Darla Inglis and Ms. Eileen Alduenda regarding the Proposition 1 Technical Assistance Grant to discuss the draft Work Plan for storm water management and control projects in Sand City. The draft work plan will be finalized and submitted to the State Water Board for approval. Staff should hear how much of the technical assistance grant money will be received.

A 'pre-construction meeting will be held on June 7th with Monterey Peninsula Engineering (MPE) and City staff to discuss relevant project questions, issues, etc., regarding the Hickory Street Improvement Project. It is anticipated that MPE will start construction of the project shortly thereafter, and that the project will be completed in mid to late July 2017, prior to the City's Annual West End celebration.

The City Administrator and City Engineer successfully submitted the Federal Emergency Management Agency (FEMA) 90-49 forms and supporting information to the Governor's California Office of Emergency Services (Cal OES) to request public funding for repair of the observation platform and small storm water infiltration basin at the end of West Bay Street. The City is now awaiting a response from FEMA/Cal OES.

Construction of the public improvements along Ocean View Avenue for the Bungalows at East Dunes Phase 2 project is almost complete. Curb,

gutter, and sidewalk improvements have been constructed. Building permits have been issued for the remaining lots.

City staff is working with the developer to expedite encroachment permits as a condition of the Monterey Bay Shores project for construction of the California Avenue improvements and installation of required utilities.

City Planner Charles Pooler reported on the update for the South of Tioga project. A notice of incomplete application was provided to the Orosco Group. As of today, a new set of plans have been resubmitted along with fees that were due. Staff met with representatives of the Orosco Group to discuss approximately how much water will be needed for the project. Target is in the process of doing another tenant improvement that will involve the lights and ceiling, and is in plan check with the City of Monterey. The Valero station will soon be transformed into a 7-Eleven. Building permits have been issued for all the tenant improvements. The Health Department has reviewed the plans regarding the food items, and their application for a sign is currently being evaluated by Staff. Home Goods has opened, and all building permits for the Bungalows project have now been issued, so construction of all the homes may proceed without delay.

AGENDA ITEM 9, NEW BUSINESS

A. Consideration of City RESOLUTION Authorizing a City Surveying Services Agreement with Polaris Consulting not to exceed \$10,000

City Administrator Todd Bodem commented that this is a recommendation by the City Attorney to have an agreement directly with a surveyor company rather than under the purview of Creegan & D'Angelo's contract. California Code requires a licensed land surveyor to certify final maps for subdivisions in Sand City to be technically correct, a separate contract for surveying services was recommended. A resolution and agreement with compensation is attached, for Council approval.

Under Creegan & D'Angelo's contract Lynn Kovach with Polaris Consulting commented that she has worked as Sand City's land surveyor for 15 years and that it is proper idea to have a separate contract that allows her to certify final maps.

6:02 P.M. Floor opened for Public Comment.

There were no comments from the Public.

6:02 P.M. Floor closed to Public Comment.

Motion to approve the City **Resolution** authorizing a City Surveying Services Agreement with Polaris Consulting not to exceed \$10,000 was made by Council Member Hubler, seconded by Council Member

Blackwelder. AYES: Council Members Blackwelder, Carbone, Hubler. NOES: None. ABSENT: None. ABSTAIN: None. Motion carried.

B. Comments by Council Members on Meeting and Items of Interest to Sand City

Council Member Craig Hubler reported that at the last Saturday, June 24, 2017 an Open House and Bronze Pour will be held at Monterey Sculpture Center. Mr. Larry Fisher will be giving away some door prizes. There will be food and music. The event will be advertised in the weekly.

Mayor Carbone commented on the event hosted by Sotheby's for the Gathering for Women Homeless Women's dinner at the Monterey Elk's Lodge to be held on Friday, June 16, 2017.

C. Upcoming Meetings/Events

There were no RSVPs from the Council.

City Administrator Todd Bodem reported that at the May 30, 2017 Special City Council meeting, the Council interviewed seven (7) highly qualified electors for the Council vacancies and rated these interviews which were submitted to Staff with their top two choices. Under agenda items 9D & 9E City Council will approve the Mayor's recommendation of two Sand City Electors, and if appointed, the City Clerk will conduct a swearing in ceremony of the newly appointed electors following nomination and appointment.

D. Nomination and Appointment of a Sand City Elector to Fill Vacancy on the Sand City Council resulting from the Appointment of Mary Ann Carbone as Mayor of Sand City

Mayor Carbone commented that a process was conducted and the ratings tallied for the top two electors. The nomination to fill the vacant position of Mary Ann Carbone was Mr. Gregory Hawthorne.

Motion to approve the appointment of Gregory Hawthorne to fill the vacancy on the Sand City Council resulting from the Appointment of Mary Ann Carbone as Mayor of Sand City was made by Council Member Blackwelder, seconded by Council Member Hubler. There was consensus of the Council to approve the nomination and appointment.

E. Nomination and Appointment of a Sand City Elector to Fill Vacancy on the Sand City Council resulting from the Resignation of Todd Kruper

Mayor Carbone commented that following the ratings, the second elector chosen was Kristen Blaise-Olsen McDaniel.

Motion to approve the appointment of Kristen Blaise-Olsen McDaniel to fill the vacancy on the Sand City Council resulting from the resignation of Todd Kruper was made by Council Member Blackwelder, seconded by Council Member Hubler. There was consensus of the Council to approve the nomination and appointment.

Mayor Carbone added that it was a very tough decision as all the electors were well qualified individuals. As previously mentioned, she will be working on several Committees and would like the electors to provide their opinions, ideas, and input on these Committees. She expressed her thanks to everyone and congratulated the two new individuals that will be filling the vacant Council seats, and to expect a lot of information to be forwarded to them.

F. Swearing in Ceremony of Newly Appointed Council Members

City Clerk Linda Scholink conducted the swearing in ceremony of newly appointed City Council Members Greg Hawthorne and Kristen Blaise - Olsen McDaniel.

AGENDA ITEM 10, ADJOURNMENT

Motion to adjourn the City Council meeting was made by Council Member McDaniel, seconded by Council Member Hawthorne, to the next regularly scheduled Council meeting on Tuesday, June 20, 2017 at 5:30 p.m. There was consensus of the Council to adjourn the meeting at 6:15 p.m.

Linda K. Scholink, City Clerk

AGENDA ITEM

5C

Public Works
Monthly Activity Report
May 2017

This report is to inform you of the activities and projects being accomplished by the City of Sand City Public Works Department.

Routine Public Works Functions:

- Clean City Hall offices, Police Department, kitchen and bathrooms.
- Check city for any needed repairs.
- Blow leaves and debris from City Hall and Park. Keep park bathroom clean.
- Remove weeds around City Hall and Park.
- Supervise Hope Crew to maintain city streets.
- City vehicle maintenance. (Gassing up city vehicles, washed, and frequent oil changes)
- Water plants inside City Hall.
- Pick up fruit and bagels daily for City Hall.
- Set up Council Chambers for meetings.
- Check the city for homeless encampments and loose shopping carts.
- Fill out Daily reports and a monthly report.
- Open and lock up the corporation yard at the end of the day and turn on the back porch light.
- Better Management Practices. (keeping our eyes open for illicit discharges or any waste going into the storm drains)
- Blowing the bike paths and emptying the trash cans citywide.
- Take the truck to the dump with citywide trash and street spoils.
- Water the trees citywide.
- Send the well readings to the City Engineer.
- Clean the city streets with the street sweeper, fill tanks with gas, diesel, and water, clean out the hopper, wash the outside after every use, and take all the spoils to the dump.

Special Public Works Functions:

- Emptied the trash citywide along with homeless trash on the railroad tracks near Playa and took the truck to the dump.

- Sprayed weeds along Redwood, Holly, California, Sylvan, Park, Fell, City Hall and the Police Department.
- Cleaned up the rest of the council chambers and put all the stuff that goes in the back and brought things to the corporation yard that were no longer needed.
- Shoveled sand along Sand Dunes dr. and West Bay St.
- Made a list for the upcoming city bbq of what needs to be done.
- Contacted Del Rey Gardens tool service repair shop about our Red Max hedger that needed service and picked it up because they fixed it.
- Hedged Tioga and West Bay St.
- Picked up food at Costco for Mayor Mary Ann Carbone's council meeting.
- Contacted Zumar and placed an order for the new street signs.
- Blew the Upper Ridge bike path.
- Gassed up the Toyota truck and mix can.
- Met with Vito at the Community Garden to go over what water pipes need to be taken out for California American Water.
- Got prices on back pack sprayers at Home Depot and purchased them.
- Did research on Power brooms.
- Went to CED and bought light bulbs for the fan in the men's bathroom and installed it.
- Went to Costco and picked up supplies for City Hall.
- Sprayed weeds down the left side of California Ave.
- Gassed up the SUV.
- Sprayed weeds on Hickory and Redwood.
- Put lodge poles in tree wells citywide.
- Spoke with Hollister Motorsports and had them meet at the Carol building to pick up the ATV.
- Emptied the trash citywide and took the truck to the dump.
- Loaded all the spoils and took it to the dump.
- Shoveled sand off of Sand Dunes Dr. and West Bay St.
- Made a stencil to say "Sand City" and stenciled our extension ladder.
- Painted out graffiti on the Upper Ridge bike path under pass.
- Went to Home Depot to pick up a hose with nozzles and a clamp and attached them to the hose bibs at the Community Garden to be in compliance with California American Water.
- Spoke with Tyler from Green Waste about our recycle totals for City Hall and the corporation yard.
- Went to Trucksis to get a quote on replacing the flagpole rope system because everything fell down and had it approved before giving the go ahead.

- Scraped the weeds off the base rock side walk along California Ave.
- Cleaned off all the weeds along the median at the entrance along Monterey Rd.
- Watered the tree wells citywide (900 gallons).
- Cut all the ice plant around the parking lot area across the street from City Hall.
- Cleaned up all the garbage along the side of the City Hall conex's and weed eaten an area next to it.
- Picked up 500 wine glasses that were delivered to City Hall and put them away in the City Hall conex.
- Took all the place mats that will be used for the city bbq and staged them where the bounce houses will be set up.
- Did the city shopping at Costco and dropped off the cake forms for the city bbq.
- Removed a broken parking block at City Hall, put a new one down, and painted it.
- Spoke with Pam from the Hope Crew and got the paperwork on prices for their services on the city bbq.
- Finished setting lodge poles in all the tree wells.
- Pulled some weeds around the Contra Costa mural.
- Pressure washed spider webs off the City Hall conex.
- Contacted Pete Detailing and set a date for him to come and wash all the city cars.
- Printed out No Parking signs with dates to put on barricades for the upcoming City bbq.
- Hedged plants, pulled weeds, and loaded the dump truck with all the trimmings.
- Dropped off old flags at the American Legion.
- Emptied the trash citywide and took the truck to the dump.
- Scraped the Upper Ridge bike path and Sand Dunes Dr. due to high winds.
- Cleaned out the drink containers along with a cooler for the City bbq.
- Contacted Trucksis about replacing the pulley for the flagpole.
- Staged the barricades for the City bbq with No Parking Tow Away signs and Road closure signage along with sand bags.
- Spoke with Hollister Powersports about the ATV and met with them to get the ATV at the Carol building.
- Shoveled sand out of the curb line along Sand Dunes Dr. and West Bay St.
- Made cups with chalk for the city bbq.
- Picked up items for the city bbq at Costco.
- Staged the garbage and recycle cans at City Hall for the bbq.
- Removed a box and old printer from City Hall and put away to hold onto for 30 days.
- Filled cups with sand to put plants inside for the city bbq.
- Blew the Upper Ridge bike path.
- Painted out graffiti on the underpass of the Upper Ridge bike path.

- Set up 3 canopies at City Hall for the bbq.
- Attended a meeting in the Council Chambers to review the upcoming bbq.
- Contacted Pape Machinery to service the backhoe.
- Contacted Joe Solis for catering.
- Spoke with Andy from Fashion Streaks to get an update on when the t-shirts would be done for the bbq.
- Went to Home Depot to pick up more garbage cans for the bbq.
- Contacted United Rentals and Pape Material Handling to see if our backhoe could be serviced.
- Spoke with Linda and the city manager about the Pendergrass Way sign and when it could be posted.
- Took the spoils to the dump in the dump truck.
- Put together the new California Ave. and Pendergrass Way sign at the corporation yard.
- Went to Del Rey Gardens and picked out 4 plants and planted them in front of City Hall.
- Set up the CHS meeting in the council chambers along with extra tables.
- Spoke with Matt from Pape and met with him at the Carol building for him to fix the backhoe.
- Met with Jerry from Trucksis and gave him the flags to put up on the new flagpole rope after he installed the new bracket with pulley.
- Went to Fashion Streaks and picked up the t-shirts for the bbq.
- Picked up the flowers for the bbq and put them in cups.
- Set up 2 canopies in front of City Hall for the bbq.
- Staged all the forks, napkins, plates, cups, pop up tent, table clips, drink containers, chalk, flowers, water, umbrellas with stands and flowers in the council chambers.
- Took the delivery of all the tables and chairs and put them in the council chambers.
- Changed the California Ave. and Pendergrass Way sign.
- Brought the ping pong tables from the Carol building to the council chambers and set them up.
- After Pape came to finish the backhoe to get it up and running we topped off the diesel tank at the gas station and put it away.
- Went to Smart & Final and picked up the lemonade, water, and ice and put it in the council chambers but put the ice in the freezer for the bbq.
- Cleaned the outside restroom by City Hall.
- For the day of the City bbq we blew around City Hall and the park, brought the cooler with ice along with the flowers from the corporation yard, set up the tables and put butcher paper on them along with the flowers and chalk, set up the tables for the drinks, t-shirts and gift bags, put the pop up canopy up for the cakes, set up the umbrella stands with

umbrellas, set up the signs for the food line with sand bags, picked up the cakes from Costco, set up the garbage and recycle cans with liners, set out the red tub with ice and small waters for the band, put out mats for the bounce houses, made the lemonade and water in the drink containers, helped with the photo booth, coordinated with the petting zoo and the face painter, and blocked off the roads with the barricades. After the event we took all the tables and chairs down, removed the drink containers, put the barricades on the side of the road, and took all the trash in the trucks.

- Cleaned out the Council Chambers that had all the plates, napkins, forks, chalk, clips, umbrellas and stands, garbage and recycle cans, and put them all away at the corporation yard.
- Picked up the cooler and drink containers and put them away in storage.
- Removed all the barricades citywide along with sand bags and put them away in storage.
- Took down all 5 canopies and put them away in storage.
- Removed the p trap in the corporation yard bathroom and cleaned it out (clogged).
- Emptied all the trash citywide and filled up the mutt mitt dispensers.
- Shoveled sand along Sand Dunes Dr., West Bay St., and Tioga Ave.
- Watered the trees citywide (900 gallons).
- Contacted Star Sanitation to get prices on portable toilets and hand washing stations for the Upper Ridge bike path North of Playa.
- Contacted the City Engineer on the matter of the damage to the end of West Bay St. for state funding.
- Picked up supplies at Home Depot and painted 2 garbage cans along with chaining lids on them to put on the Upper Ridge bike path.
- Cut a bike lock off on California and Contra Costa that was left for a week and brought to the Carol building for safe keeping.
- Contacted Star Sanitation and placed an order for a portable toilet with sink to go on the Upper Ridge bike path.
- Sent an email to the City Engineer regarding West Bay being damaged.
- Spoke to Pete Detailing about a purchase order for vehicles being washed.
- Met with the Chief on the Upper Ridge bike path to go over placement for the signs, garbage cans, and portable toilet.
- Put a second coat of paint on garbage cans to be placed on Upper Ridge.
- Installed 2 more lids on garbage cans with chain.
- Went over the bbq list for Todd Kruper.
- Put a second coat on 2 more garbage cans.
- Placed out 2 garbage cans on the Upper Ridge bike path.

- Flattened out an area on the Upper Ridge bike path with the backhoe and pulled an existing post.
- Did the Costco shopping for City Hall and Todd Kruper's bbq.
- Painted all the benches in the park.
- Painted out graffiti on Tioga.
- Ordered 2 signs for the Upper Ridge bike path.
- Spoke with Precision Concrete about grinding sidewalks that are lifted citywide.
- Drove around the city to locate sidewalks that are lifted and wrote them down.
- Charged up ATV because the battery was dead and brought to the corporation yard along with the street sweeper for Pete Detailing to wash.
- Prepared and cooked food for Todd Kruper's bbq.
- Set up all the tables, chairs, chafing dishes, table covers, waters, etc. in the council chambers. Cleaned up the council chambers when it was over.
- Marked trip hazards citywide with green marking paint and contacted Precision Concrete cutting about having them come out to address them.
- Shoveled sand along Sand Dunes Dr. and West Bay St.
- Cleared sand off the Upper Ridge bike path with the backhoe.
- Emptied the trash citywide and took the dump truck to the dump.
- Cut out a slab of concrete at California and Contra Costa and put barricades over it until we can pour new concrete.
- Cut around one tree stump on Contra Costa and knocked out the concrete around it to be stump grinded.
- Used the concrete saw to cut around 5 stumps that need grinding and used the rotary hammer to knock out the concrete around it along with a steel grate. Loaded all the concrete in the front of the backhoe and dumped it in the dump truck when finished.
- Contacted Granite Rock to get prices on concrete after John Ley stump grinds the stumps.
- Contacted Marina dump on E-waste and they accept it from agencies.
- Leveled out the Upper Ridge bike path area for the portable toilet to be placed tomorrow.

AGENDA ITEM

5D

SAND CITY POLICE DEPARTMENT MONTHLY REPORT

DATE: 7-Jun-17

TO: THE HONORABLE MAYOR AND CITY COUNCIL MEMEBERS

FROM: BRIAN FERRANTE, CHIEF OF POLICE

SUBJECT: POLICE ACTIVITY FOR THE MONTH OF May 2017

This report presents a condensed overview of the Sand City Police Department's operational and administrative activities. It is an approximate analysis and not conclusive.

CRIMINAL OFFENSES REPORTED

	THIS MONTH	LAST MONTH	YEAR TO DATE	LAST YEAR TO DATE
Homicide	0	0	0	0
Rape	0	0	0	0
Robbery	1	0	3	2
Assault/Battery	0	1	5	1
Battery (spousal)	0	0	1	2
Burglary (commercial)	2	2	9	2
Burglary (residential)	0	1	1	0
Burglary (vehicle)	0	0	0	2
Theft (petty)	10	4	63	53
Theft (grand)	0	0	1	11
Theft (vehicle)	0	0	1	3
Vandalism	2	1	9	3
Arson	0	0	0	0
Forgery/Counterfiting	0	0	1	0
Fraud/Embezzlement	0	1	24	6
Health&Saftey code	12	10	110	21
Business&Professions Vio	1	0	3	0
TOTAL	28	20	231	106

ARREST

Adult Felony	2	3	26	8
Adult Misdemeanor	19	6	108	71
Juvenile Felony	0	0	0	0
Juvenile Misdemeanor	3	0	5	3
Warrants	16	31	196	42
Drunk Driving	0	0	0	3
TOTAL	40	40	335	127

029
68-17

	THIS MONTH	LAST MONTH	YEAR TO DATE	LAST YEAR TO DATE
CITATIONS				
Traffic Violations	12	16	97	108
Parking Violations	37	47	252	205
Sand City Muni Code	0	0	8	6
Warrants	8	21	139	27
TOTAL	57	84	496	346
TRAFFIC ACCIDENTS				
Non- Injury	0	2	18	31
Injury	0	0	0	5
Fatal	0	0	0	0
Hit/Run/ (property damage)	0	0	0	3
TOTAL	0	2	18	39
MISCELLANEOUS CALLS FOR SERVICE				
Alarm (commercial)	9	6	58	52
Security checks (commercial)	0	1	4	28
Security/welfare check	17	7	65	66
Animal Complaints	4	6	32	20
Suicide Attempts	0	0	0	0
Suicide Complete	0	0	0	0
Vehicle (tow/abatement)	0	0	6	17
Medical Emergencies	6	5	44	69
Fire Emergencies	2	0	2	13
Civil/Peace Disturbances	84	3	116	135
TOTAL	122	28	327	400
Peace Disturbances: Includes complaints of transients, family, landlord/tenant, neighbor and customer disputes.				
ALL OTHER CALLS FOR SERVICE				
Complaint Initiated	89	66	569	369
Officer Initiated	35	35	304	624
TOTAL	124	101	873	993

AGENDA ITEM

5E

MEMO

To: Honorable Mayor and City Council Members
From: Todd Bodem, City Administrator
Date: June 12, 2017
Subject: Resolution Of The City Council Of Sand City Authorizing An Increase Of The Fire Protection Services Between The Cities Of Monterey And Sand City

Background

By way of a mutual agreement, the City of Monterey has provided fire protection services to the City of Sand City since 1993, and they have demonstrated the efficiency and mutual benefit to both agencies gained by integrated services throughout the City of Sand City for the past 24 years.

In the past, the City of Monterey's Fire Department has been a Sand City community supporter on several occasions as they have displayed some of their equipment at the Sand City Birthday Celebration.

The City of Monterey Fire Department has provided its request for a fee adjustment (Attachment A). The current term of the Fire Services Agreement between the City of Monterey and Sand City expires on June 30, 2017. Based on a 3.4% February 2017 CPI-U, the Fiscal Year 2017-2018 total annual fee will increase from \$269,673 to \$278,842, respectfully.

Staff Recommendation

It is recommended that the City Council consider adopting the attached Resolution.

CITY OF SAND CITY
RESOLUTION SC _____, 2017

**RESOLUTION OF THE CITY COUNCIL OF SAND CITY AUTHORIZING AN INCREASE
OF THE FIRE PROTECTION SERVICES BETWEEN
THE CITIES OF MONTEREY AND SAND CITY**

WHEREAS, Sand City has contracted with the City of Monterey for fire protection services since 1993; and

WHEREAS, Sand City desires to continue to contract with Monterey for the provision of fire protection services due to the excellent working relationship the two cities have experienced over the past twenty-four years; and

WHEREAS, the original term and conditions of the Fire Services Agreement between the City of Monterey and the City of Sand City expires on June 30, 2019 and provides for annual review of any proposed increase; and

WHEREAS, the requested total annual fee for Fiscal Year 2017-2018 will adjust to \$278,842, based on a 3.4% February 2017 CPI-U increase on the former annual rate of \$269,673; and

WHEREAS, the Fire Protection Service fee calculation will cover a period of one (1) year beginning July 1, 2017 through June 30, 2018; and

WHEREAS, said agreement is entered into pursuant to Government Code Section 54981 and Section 55632, and was unanimously approved by vote of the City Council of Sand City.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Sand City hereby approves the attached letter labeled Exhibit A and Fire Protection Service Fee Calculation that covers the annual increase for Fire Protection Services between the City of Monterey and Sand City.

PASSED AND ADOPTED by the City Council of Sand City this 20th, day of June, 2017 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

APPROVED:

Mary Ann Carbone, Mayor

ATTEST:

Linda K. Scholink, City Clerk



Mayor:
CLYDE ROBERSON

March 21, 2017

Councilmembers:
TIMOTHY BARRETT
DAN ALBERT
ALAN HAFFA
ED SMITH

City Manager:
MICHAEL MCCARTHY

Todd Bodem, City Administrator
City of Sand City
1 Sylvan Park
Sand City, CA 93955

RECEIVED

MAR 24 2017

CITY OF SAND CITY

Dear Mr. ~~Bodem~~: **TODD**

Per our *Agreement to Provide Fire Services Between the Cities of Monterey and Sand City*, Sand City's total annual fee for Fiscal Year 2017-2018 will adjust to **\$278,842**. This fee is based on a 3.4% February 2017 CPI-U increase on the former annual rate of \$269,673. A breakdown of the original Fiscal Year 2017-2018 fee calculation is enclosed for your reference.

The current term of our Agreement expires on June 30, 2019. If you have questions or need any additional information, please do not hesitate to contact me, Fire Chief Gaudenz Panholzer or Fire Administrative Analyst Gundy Rettke.

We look forward to providing many more successful years of fire and emergency services to Sand City.

Sincerely,

Michael McCarthy
City Manager

Enclosure

C: Gaudenz Panholzer, Fire Chief
Julie Porter, Finance Director

**FY2017-... SAND CITY
Fire Protection Service Fee Calculation**

Agency	Resident Population ¹	Average Daytime Population ²	Land Area (Acres) ³	# of Incidents 1/01/14-12/31/14	# of Incidents 1/01/15-12/31/15	# of Incidents 1/01/16-12/31/16	Average # of Incidents (3 years) ⁴
Monterey ⁵	24225	32219	5382	4908	5105	5261	5091
Sand City	381	18830	347	199	202	184	195
Presidio	2200	5000	285	138	165	142	148
Navy (La Mesa Village)	1951	653	290	23	34	36	31
Navy (Main Campus)	234	2790	320	50	46	64	53
TOTAL	28991	59492	6624	5318	5552	5687	5519

Factors	Sand City Only	All Agencies Combined	Sand City % of Total
Residential Population	381	28991	0.0131
Daytime Population	18830	59492	0.3165
Acreeage of land	347	6624	0.0524
Incident Response (Avg last 3 yrs)	195	5519	0.0353
Total Factors		0.4174	
Less: Highest of 4 Factors (Day Pop.)		0.3165	
Charge-Back Factor Basis		0.1009	
Charge-Back Factor ⁶		0.0336	
Multipled by: MFD Adjusted Budget ⁷			
Annual Fee (not capped by CPI-U)	28.4%		
			\$ 10,299,415
			\$ 346,266

Former Annual Fee, FY17

CPI-U Adjustment, February⁸

\$ 269,673

\$ 9,169

Annual Fire Service Fee

\$ 278,842

Payment Schedule:

50% due 9/01/2017

50% due 1/01/2018

\$ 139,421

\$ 139,421

NOTES:

- 1 Current calendar year population as reported by the California Department of Finance or agency/area (if not listed with DOF)
- 2 Average daytime population as of July 1 as reported by each agency
- 3 Acreeage as reported by each agency
- 4 Total number of calendar year incidents within each jurisdiction as reported by City of Monterey Fire Department database statistics
- 5 Monterey's total number of incidents does not include incident responses outside of the City of Monterey; population is distributed over Monterey, POM, La Mesa Village, and Navy Main Campus.
- 6 Charge-Back Factor = Average of Sand City's three lowest of four percentage factors
- 7 Adopted Monterey Fire Department budget exclusive of projected operating costs for fire contracts, grant reimbursements, and capital expenditures
- 8 Contract Amendment #1, effective 6/24/2010, limits the percentages of annual fee increase to be no higher than the Consumer Price Index as of February prior to affected fiscal year.

**FY2017-18 SAND CITY
Fire Protection Service Fee Calculation**

ADJUSTMENTS - FY17/18	Total
MFD FY17 Budget, General Fund 101	\$ 16,475,458
Fire Service Contract Fees, projected:	
City of Pacific Grove	\$ 2,179,586
City of Carmel-by-the-Sea - Fire	\$ 2,057,494
City of Carmel-by-the-Sea - Ambulance	\$ 91,052
Monterey Peninsula Airport District	\$ 1,697,850
Total Fire Service Contract Fees	\$ 6,025,982
Grants:	
SAFER 2015 - effective 01/15/2017	\$ 150,061
One-Time Capital Eqmt / Supplemental Budget Requests:	\$ -
TOTAL BUDGET ADJUSTMENTS	\$ 6,176,043
ADJUSTED BUDGET	\$ 10,299,415

AGENDA ITEM

5F

MEMORANDUM

TO: MAYOR CARBONE AND CITY COUNCIL
FROM: CHIEF BRIAN FERRANTE
SUBJECT: HOPE SERVICES AGREEMENT
DATE: JUNE 13, 2017

BACKGROUND

The City currently has an agreement with Hope Services to provide maintenance and support services to the City. The current agreement expires on June 30, 2017. The current per hour rate is \$14.03. Hope Services is proposing an increase of 4.8% from January 1 through June 30, 2018. The cost will be \$14.03 from July through December 2017 and \$14.70 per hour from January through June 2018. The City received the new Hope Services proposal after the Budget and Personnel Committee reviewed the FY 2017-18 Budget showing a budget figure of \$57,000. From January through June 2018, Hope Services' proposal shows an increase of \$2,900 from what was presented to the Budget and Personnel Committee. The FY 2017-18 Budget should reflect an amount of \$59,200 instead of \$57,000.

Hope Services provides quality service to the city while providing a positive learning and working environment to its employees. The City's partnership with Hope Services has historically been positive and mutually beneficial.

RECOMMENDATION

Staff recommends renewing the agreement with the Hope Services for maintenance and support services for fiscal year 2017/2018.

CITY OF SAND CITY

RESOLUTION SC ___, 2017

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAND CITY AUTHORIZING RENEWAL OF A MAINTENANCE SERVICES AGREEMENT WITH HOPE REHABILITATION SERVICES FOR FY 2017-2018

WHEREAS, Sand City has previously entered into an agreement with HOPE Rehabilitation Services Gateway Industries beginning with (Resolution SC 98-56) to develop a partnership between the City and this non-profit organization for general maintenance services within the City limits; and

WHEREAS, the City and HOPE Rehabilitation Services have been pleased with the arrangements and have agreed to renew this unique, mutually beneficial relationship for FY 2017-2018 as indicated by Attachment A; and

WHEREAS, other functions could include weeding, planting, and other light maintenance jobs on an as-needed basis and other special events, as specified by the Sand City Public Works Supervisor; and

WHEREAS, the cost for services from July through December 2017 will remain at \$14.03 per hour, per worker and one supervisor for a \$1,105 per week, with semi-annual cost of \$29,000 for 26 weeks; and

WHEREAS, the cost for services from January through June 2018 will increase to \$14.70 per hour, per worker and one supervisor for a subtotal of \$1,158 per work week, with a semi-annual cost of \$30,200 for 26 weeks; and

WHEREAS, HOPE Rehabilitation Services will continue to provide State Compensation Insurance for the crew and supervisor while garbage bags, safety vests, and trash pickup devices would be provided or reimbursed by Sand City.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Sand City does hereby approve the following:

1. The attached Agreement is hereby accepted and renewed for an annual cost not to exceed \$59,200 for FY 2017-18.
2. The City Administrator is directed and authorized to execute the attached agreement and contract renewal for this program with HOPE Rehabilitation Services for one year, expiring June 30, 2018.

PASSED AND ADOPTED, at a regular meeting of the City Council of the City of Sand City, this ___ day of June, 2017 by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Mary Ann Carbone, Mayor

Linda K. Scholink, City Clerk

ATTACHMENT A

MAINTENANCE SERVICES AGREEMENT

This Maintenance Services Agreement ("Agreement") made the date last written below, is by and between the City of Sand City, a municipal corporation ("HOPE").

RECITALS

- A. HOPE is engaged in the training of persons with disabilities to enter the mainstream workforce.
- B. HOPE has offered to provide certain maintenance services to the City of a fee and the City desires to engage HOPE to provide such services to the City, all on the terms and conditions hereinafter set forth.

NOW, THEREFORE, the parties agree as follows:

AGREEMENT

1. Provisions of Services. HOPE agrees to perform certain maintenance tasks for the City as such tasks are identified by the Sand City Public Works Maintenance Supervisor or his authorized representative. Such maintenance tasks will generally consist of, but not limited to, trash removal, cleaning and light maintenance of landscaping, streets and other public areas.
2. Amount of Services. HOPE shall provide a work crew consisting of four maintenance workers and one supervisor to accomplish the assigned tasks referred to in paragraph 1, during the hours of 8:45 a.m. to 12:00 p.m., Monday through Friday.
3. Payment of HOPE. City shall pay to HOPE the sum of ONE THOUSAND ONE HUNDRED AND FIVE DOLLARS (\$1,105) per week for 26 weeks for the services described in paragraph 2 for a total cost not to exceed \$29,000 for beginning of Fiscal Year 2017-2018 (July through December 2017) and ONE THOUSAND ONE HUNDRED AND FIFTY EIGHT DOLLARS (\$1,158) for 26 weeks, not to exceed \$30,200 for the period January through July 2018. Any additional services provided by HOPE at the request of the City shall be billed by HOPE to the City on an hourly basis at \$14.03 or \$14.70 per hour, per worker based on the time services are rendered.

HOPE will prepare and submit a list to the Public Works Maintenance Supervisor of the necessary supplies, equipment, etc. needed for the work assignments specified by the City. After review and approval of the proposed supplies, etc. by the Public Works Maintenance Supervisor, the City will purchase or reimburse HOPE for those approved supplies, equipment, etc.

4. Term of Agreement. The term of this Agreement shall begin on the date last written below and end June 30, 2018; provided however, that either party may terminate this Agreement at any time on thirty day written notice to the other party.
5. Supervision of Work. HOPE shall accomplish the maintenance tasks assigned to it by the City in a safe, skillful, workmanlike and lawful manner. All members of the work crew shall dress appropriately for the task at hand at all times while working in the City. The supervisor of the work crew referred to in paragraph 2 shall be with the work crew at all times while the work crew is performing maintenance tasks in the City. City shall have no right or obligation to direct the specific methods used by HOPE or its employees to accomplish a particular maintenance task.
6. Indemnification. HOPE shall indemnify, defend, and hold City harmless from and against any and all losses, claims, demands, damages, expenses or judgements arising from any willful or negligent act, error or omission of HOPE or its employees except for any loss, claim, demand, damage, expense or judgment arising from the sole negligence or intentional act of City or its employees.
7. Insurance. HOPE shall provide the City with proof of worker's compensation insurance covering each of HOPE's employees on the maintenance crew prior to commencing any work in the City. HOPE shall also cause the City to be named as an additional insured on HOPE's general liability policy covering losses occurring from HOPE's performance under this Agreement.
8. Relationship of Parties. Nothing in this Agreement or otherwise shall create any partnership or joint venture between HOPE and the City. The parties to this agreement are independent contractors and shall maintain that relationship throughout the term of this Agreement. Nothing in this Agreement or the performance of this Agreement shall create an employer/employee relationship between any individual and the City.

9. **Notices.** All notices and demands shall be given in writing either by personal service or by registered or certified mail return receipt requested, postage and fees prepaid when delivered by the United States Post Office, or by facsimile transmission with a confirmation copy delivered by mail as aforesaid. Notice shall be considered given on the date received by personal service or transmitted by facsimile, or the date appearing on the return receipt, but if the receipt is not returned, within three (3) days after being mailed. Notices shall be addressed as shown below for each party, except that, if any party gives notice of a change of name or address, notices to that party shall thereafter be given as shown in that notice.

HOPE

Program Manager
Hope Rehabilitation Services
744 La Guardia Street, Suite B
Salinas, CA 93905
Tele: 758-0973
Fax: 758-0252

CITY

City Administrator
City Hall
1 Sylvan Park
Sand City, CA 93955
Tele: 394-3054
Fax: 394-2472

10. **Time.** Time is of the essence of this Agreement.

11. **Amendment of Contract.** This Agreement may be amended or modified at any time with respect to any provision by a written instrument executed by City and HOPE.

12. **Captions.** The captions heading the various paragraphs of this Agreement are for convenience and shall not be considered to limit, expand, or define the contents of the respective paragraphs.

13. Holidays. The following days are holidays in which the City of Sand City observes, and HOPE shall not be obligated to perform any services on these days.

July 4, 2017	Independence Day (observance)
September 4, 2017	Labor Day
October 9, 2017	Columbus Day
November 10, 2017	Veteran's Day
November 23-24, 2017	Thanksgiving holiday
December 25 & 26, 2017	Christmas holiday
January 1, 2018	New Year's Day
January 15, 2018	Martin Luther King Day
February 19, 2018	President's Day
March 30, 2018	Cesar Chavez Day
May 28, 2018	Memorial Day

HOPE REHABILITATION SERVICES

Date: _____

Kathy Church/CFO

CITY OF SAND CITY

Date: _____

Todd Bodem, City Administrator



hope services

June 13, 2017

RECEIVED

JUN 13 2017

Todd Bodem
City Administrator
City of Sand City
1 Sylvan Park
Sand City, CA 93955

CITY OF SAND CITY

Re: Agreement for the Sand City Public Work Crew
Contract Period: July 1, 2016 through June 30, 2017

The current maintenance contract is up on June 30, 2017. We are proposing an increase of .047619% from January 1 through June 30, 2018. The cost will be \$14.03 from July through December 2017 and \$14.70 per hour from January through June 2017.

We will be observing the following holidays and shall not be obligated to perform services:

July 4, 2017 - Independence Day
September 4, 2017 - Labor Day
November 23 & 24, 2017 - Thanksgiving
December 25 & 26, 2017 - Christmas
January 1, 2018 - New Year's Day
January 15, 2018 - Martin Luther King, Jr. Day
February 19, 2018 - President's Day
May 28, 2018 - Memorial Day

We acknowledge that the City of Sand City also observes the following holidays and the Hope crew will not work on those days as well:

Columbus Day
Veteran's Day
Caesar Chavez Day

Should you have any questions please contact me at 758-0973. We look forward to continuing our working relationship with you.

Sincerely,

Pam Smith
Manager

Amazing is all in a day's work.

744 La Guardia Street Suite B • Salinas, CA 93905 • t 831-758-0973 • f 831-758-0252 • hopeservices.org

printed on post-consumer waste recycled paper.



044

AGENDA ITEM

5G

MEMORANDUM

TO: MAYOR CARBONE AND CITY COUNCIL
FROM: CHIEF BRIAN FERRANTE
SUBJECT: ANIMAL CONTROL AGREEMENT
DATE: MAY 31, 2017

BACKGROUND

The City currently has an agreement with the SCPA for animal disposition services. The contract with the SPCA is due for renewal on July 1, 2017. For fiscal year 2017/2018, there have been some slight increases in the costs associated with the sheltering of impounded animals. Currently, The City pays \$140 per impounded animal and an additional \$10 if SPCA staff is required to provide additional assistance with the animal. For fiscal year 2017/2018 those costs would increase to \$150 per impounded animal with an additional \$25 for assistance. The City only shelters a small volume of animals on an annual basis. Therefore, the cost increases should not have a significant budgetary effect on the City.

RECOMMENDATION

Staff recommends renewing the agreement with the SPCA for animal disposition services.

**CITY OF SAND CITY
RESOLUTION SC ___, 2017**

**RESOLUTION OF THE CITY COUNCIL OF SAND CITY AUTHORIZING A SHELTERING
AGREEMENT WITH THE SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS
FOR MONTEREY COUNTY (SPCA)**

WHEREAS, in 2003 the County of Monterey Health Department established a temporary animal shelter program for the humane boarding, care, and disposition of animals; and

WHEREAS, the County and other participating jurisdictions agreed to share the cost of renovating the shelter and establishing and operating a shelter program, as approved by the Sand City Council by Resolution SC 03-43 (2003) and has been continually renewed through FY 2016-17 (SC 14-51); and

WHEREAS, on August 2, 2016, the City Council approved the Public Safety's recommendation to terminate the Animal Service Agreement with the County of Monterey Health Department and enter into an animal service agreement with The Society for the Prevention of Cruelty to Animals for Monterey County (SPCA); and

WHEREAS, the attached agreement for Animal Services with the SPCA shall take into effect beginning July 1, 2017 through June 30, 2018; and

WHEREAS, the financial obligation of Sand City under the agreement shall include:

1. A fee of \$150.00 for each domestic and exotic animal brought to the SPCA;
2. A surcharge of \$25.00 per animal will be assessed if SPCA staff assists City's employee or representative in receiving impounded animals; and
3. After holding an animal for five (5) days, a charge to the City of \$30.00 per additional day will be charged for animals held in protective custody.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Sand City hereby approves the Sheltering Service Agreement with the Society for the Prevention of Cruelty to Animals for Monterey County (SPCA).

PASSED AND ADOPTED, at a regular meeting of the City Council of the City of Sand City, this ___ day of June, 2017 by the following votes:

AYES:
NOES:
ABSENT:
ABSTAIN:

APPROVED:

Mary Ann Carbone, Mayor

ATTEST:

Linda K. Scholink, City Clerk

SHELTERING SERVICES AGREEMENT

THIS AGREEMENT is made and entered into by and between the City of Sand City hereinafter referred to as "City", which has duly executed, pursuant to resolution or ordinance, a counterpart hereof and the Society for the Prevention of Cruelty to Animals for Monterey County, hereinafter referred to as "Society".

WHEREAS, City is required by state law to provide for the capture, impoundment, sheltering and disposition of certain non-human vertebrates within the corporate limits of the City and City has qualified personnel to perform field services but does not operate an animal shelter, City desires to contract for the humane sheltering, impoundment and disposition of said non-human vertebrates, including stray and unwanted animals, pursuant to the provisions of applicable California State Code, Agency Rules, County Ordinances, Judicial Orders and City Codes; and

WHEREAS, Society owns and operates an animal shelter and represents itself as being willing and able to provide the services required by City and to carry out the provisions of the aforesaid California Codes and City Ordinances pertaining to the shelter, impoundment, humane care, and disposition of stray and unwanted animals covered by said codes, rules, ordinances, and judicial orders; and

NOW, THEREFORE, for and in consideration of the mutual covenants, conditions and provisions herein contained, the parties hereto agree as follows:

1. DEFINITIONS. The following definitions shall apply to this Agreement:

a. Terms defined in the City's codes shall have the meanings described in said Codes except for the following:

- i. "Animal" means all non-human vertebrates;
 - a) "Domestic Animal" means animals that are habituated to live in or about the habitations of humans and includes livestock.
 - b) "Exotic Animal" means animals not commonly habituated to live in or about the habitations of humans.
 - c) "Wild Animal" means native and non-native animals in California, which retain their wild nature and which have not been held in captivity.

ii. "Animal Control Business Hours" means those hours enumerated in section 3 (c) during which Society staff members will assist City's Animal Control Officers in the intake to Society of impounded animals without City incurring additional fees for these services.

iii. "A nuisance animal control operator" means a private individual or other non-governmental entity that removes animals from structures or other areas for a fee;

iv. "Field services" means stray animal pickup, owned animal pickup, injured animal pickup, animal nuisance and animal complaint investigations and similar services.

2. TERM AND TERMINATION. This Agreement shall take effect on July 1, 2017

and shall remain in full force and effect for twelve (12) months, ending on June 30, 2018. The parties believe that the best interests of the animals would be served if this Agreement for sheltering services were renewable annually for a period of ten (10) years as of fiscal year 2017-2018. Therefore, this Agreement shall be renewable annually for a period of ten (10) years so long as City and Society agree upon fees and terms within sixty (60) days of the expiration of this agreement.

In addition, either party may terminate this Agreement by presentation to the other party hereto a written notice of said termination thirty (30) days prior to the effective date of said termination.

Notwithstanding any other provision to the contrary, failure to provide humane care, handling, or treatment of animals shall constitute a material breach of this Agreement that must be remedied within 24 hours of written notice delivered to the authorized representative of the breaching party. Failure to remedy such a breach of contract within the 24 hours shall terminate this Agreement without further notice.

In the event of termination, regardless of the type of termination, the parties shall fulfill their obligations to the other party up to and including the day of termination.

3. SERVICES TO BE PERFORMED BY SOCIETY.

a. Society shall operate and maintain at 1002 Monterey-Salinas Highway, Salinas, California, an animal shelter in a secure and sanitary manner adequate for the confinement, treatment, and disposition of all animals which may be delivered to it from City, and, except as otherwise agreed, shall furnish at its sole expense all supervision, labor, animal food, tools, supplies and other things necessary for satisfactory performance of the services herein agreed. Society shall maintain on its property all animal food, tools, supplies, etc. and said items may not be removed from Society's property without authorization of the Society's Executive Director or his/her designee.

b. Society shall provide the means to accept during Animal Control Business Hours, and without charge to the person delivering the animal, all stray, abandoned and surrendered dogs, cats, and other domestic and exotic animals delivered to the animal shelter by City's Animal Control or Police Department personnel. Society shall also provide the means to accept during its public business hours, and without charge to the person delivering the same, all live, stray or abandoned dogs, cats, and other domestic or exotic animals delivered to the animal shelter from within the corporate limits of City by the City's residents or others.

c. Animal Control Business Hours for receiving animals from Animal Control or Police Department personnel shall be 8:00 a.m. until 4:00 p.m. daily. The Society shall also have the option to close for business up to an additional four (4) days per year to facilitate staff training needs and shall notify City in writing two weeks prior to any such closure. City will incur a surcharge of \$25.00 per animal if SPCA staff members assist City's employee or representative in receiving impounded animals at the SPCA shelter between 4:00 pm and 5:00 pm. After 5:00 pm, SPCA staff generally won't be available at all. SPCA staff must have completed paperwork in hand by 4:00 pm or the surcharge will be assessed.

d. Society shall require all such persons who deliver domestic and exotic animals to give

their names and present home or post office address and, if they deliver a stray, abandoned, or injured animal, to identify the place where the animal was found. Failure to provide part or all of the required information shall not prevent Society from accepting an animal.

e. Any animal taken into custody by an employee of City shall be delivered to the Society at its shelter in a humane manner or held in a humane way at City's designated holding area until it is delivered to the Society or returned to its owner. Society shall maintain a listing for the public of all stray dog/cat-holding facilities in the County, including location, telephone number and hours of operation, in accordance with state and local laws.

f. Society shall maintain a quarantine section within the animal shelter facility for the confinement and care of any dogs, cats, or ferrets that have bitten persons for a ten day observation period at the discretion of City. Disposition of those animals that have bitten a person and are exhibiting neurological symptoms shall be disposed of in accordance with instructions of the Monterey County Health Officer (MCHO) as listed in the Health Department's Rabies Protocols (updated copies to be provided to Society by City). If kennel or cage space is not available in the isolation/quarantine sections of the shelter facility, Society will consult with the County Health Officer to determine how the animal(s) shall be housed and isolated. If directed by the City or the Monterey County Health Officer that the brain of an animal must be tested for rabies, Society shall euthanize the animal and turn over the carcass to County or City personnel who will remove the brain and deliver it to the County Health Department Laboratory for testing. Regardless of the test results, City shall be responsible for the disposal of the remains. Society will not be responsible for removal of the brain or costs attendant thereto.

g. With respect to domestic livestock animals and exotic animals, Society shall use its best efforts to provide these animals with shelter and care. However, the parties acknowledge that Society is not equipped to handle significant numbers of such animals and may decline to provide services if Society in its sole discretion believes that it is unable to provide for the humane sheltering and care for such animals in a cost effective manner. In the event that Society must decline such animals, Society shall cooperate with and assist City in locating other sheltering and care options for those animals.

h. When an impounded domestic or exotic animal bears a license tag from any jurisdiction or other identification tag or can otherwise be identified as to its ownership, Society shall, notify the owner in the manner provided by law and, include in such notice information regarding the procedure whereby the owner can recover the animal; provided, however, that any animal suspected of rabies or which has bitten or otherwise exposed any person, shall not be released to its owner prior to the end of the quarantine period without express approval of City and MCHO.

i. Before releasing an impounded animal to its owner, Society shall (1) determine using reasonable prudence, the owner's identity, (2) collect the redemption and maintenance fees prescribed by City's Fee Schedule unless otherwise waived by City, and any other fees set by the Society, (3) provide owner with a receipt for fee payment and (4) obtain a receipt for the return of the animal.

j. Society shall assist City to the extent provided herein in the enforcement of the

licensing and anti-rabies vaccination provisions of City's ordinances. Society shall require a redeeming owner to provide proof of a current dog license or anti-rabies vaccination before releasing the impounded dog to its owner. If a redeeming owner does not provide proof of a current dog license or rabies vaccination, SPCA will administer the rabies vaccination at the owner's expense. If a qualified SPCA staff member is not available to administer the vaccination, the owner redeeming the dog will be required to pay for a license and anti-rabies vaccination. The license tag will not be issued and information will be forwarded to City for follow-up to assure compliance. This will also apply to animals released that are under the age to be vaccinated. The Society is not responsible for enforcement or failure to vaccinate or license once the animal leaves its property. The Society will not issue license renewals or assess late fees unless provided for under separate agreement. The above provisions apply to cats if City requires that cats be licensed.

k. Any animal may be redeemed by the owner or owners thereof or adopted in accordance with applicable law, ordinances, and Society policies. The disposition of domestic animals not redeemed by their owner shall be at the sole discretion of Society at the end of any legally mandated holding period. No animal taken into custody within City's jurisdiction and delivered to Society shall be sold, loaned or given to any person, firm, group, society, hospital, corporation, institution, or university, for research purposes.

l. Subject to the provisions of Sub-paragraph (h.) above, Society may dispose of currently licensed dogs and identified cats and otherwise identified animals which are not redeemed by their owners after the legally mandated notice has been given. The holding period for such animals shall be that period mandated by law. Animals which are not reclaimed, are relinquished by their owner, or cannot be identified as to ownership, may be disposed of by whichever of the following methods Society may elect:

1. Adoption at such price as Society may determine, subject to licensing requirements and laws pertaining to the sale or transfer of animals.

2. Euthanasia at a time and in a manner that is in accordance with applicable laws pertaining to impounding, housing, and disposition of animals.

m. City shall be responsible for emergency treatment of animals in accordance with Sections 597f and 597.1 of the California Penal Code for the mandated holding period. City personnel or agent shall transport injured or sick domestic or exotic animals to the shelter only after they have been seen by a veterinarian. City personnel or agent shall transport injured or sick stray animals from the City's jurisdiction that are brought the shelter by the public to a veterinarian as soon as possible. In what in its sole discretion Society considers to be a medical emergency, Society may transport domestic or exotic animals to a veterinarian designated by City. City shall provide Society with a list of the approved veterinarians. If an animal becomes sick or injured at the shelter during the legally mandated holding period, Society shall arrange for the treatment of the animal by Society's veterinarian staff or by one of City's approved veterinary providers at City's expense. If City does not designate approved veterinarians or if those veterinarians are unavailable, Society will transport the animal to a veterinarian of its choosing on behalf of City at City's expense. After the mandated holding period, Society shall be responsible for the cost of any veterinary treatment it chooses to provide to the animal. If the owner of an injured or sick stray animal redeems the animal, the owner shall be responsible for reimbursing City and Society for all costs incurred; Society shall not be required to collect City's

reimbursement from the owner or withhold returning the animal to its owner. Society shall notify City if the animal is redeemed.

n. To facilitate redemption and adoption of impounded animals, Society shall provide a section of the shelter facility for viewing animals by prospective adopters and a section of the shelter office for redemption and adoption administration. The shelter office and viewing area hours of operation shall coincide with the hours the kennels are open to the public.

o. Society shall collect and remit to City not later than the fifteenth (15th) working day of each month following the end of a quarter those fees enumerated in City Code and collected by Society on behalf of City pursuant to this Agreement during the prior month. The nomenclature of these fees may vary from jurisdiction to jurisdiction but in general they include impound fees, license fees, quarantine fees and maintenance or board fees. Society shall be entitled to retain a five dollar (\$5.00) processing fee for each license sold for City and any other fees not mandated by City Code that it may collect.

p. Society shall keep complete and accurate records on the receipt, source, holding time and disposition of all dogs, cats, and other domestic and exotic animals delivered into its custody at the Animal Shelter. Said record shall be delivered to the City each month by the twentieth (20) working day of the month for the prior month's activity. All relevant records and accounts shall be made physically or electronically available for viewing at the animal shelter on Society's premises at reasonable times by an authorized representative of the City with 24 hours notice.

q. Society shall use its best efforts to provide opportunities for City's residents to adopt, vaccinate, and microchip dogs and cats. Society shall retain all fees for services and adoptions other than licensing which shall be handled as provided in Paragraph 3(o) above.

r. Society and City believe that neither party has an obligation to subsidize fee based nuisance animal control operators. Consequently, Society shall not charge City for wild animals brought to it by nuisance animal control operators and City shall support Society's protocols requiring nuisance animal control operators to pay a fee to Society for wild animals they bring to Society.

s. Society shall not be responsible for any animal control field services mandated by City ordinance.

4. **PAYMENT.** Except for animals held in protective custody or as otherwise noted, the financial obligation of City under this Agreement shall be to pay a fee of \$150.00 to Society for each domestic and exotic animal brought to Society from within the corporate limits of City and accepted by Society irrespective of what agency or individual brings the animal to Society. A surcharge of \$25.00 per animal will be assessed if SPCA staff members assist City's employee or representative in receiving impounded animals at the SPCA shelter outside of the Animal Control Business Hours set forth in Section 3 (c) above. After holding for five (5) days, a charge to City of \$30.00 per additional day will be made for animals held in protective custody by Society at the request of City, District Attorney, or pursuant to a judicial order.

On a limited basis and for a fee Society will accept from City's Animal Control, Police, or Public Works Departments, animal carcasses for disposal. The agreed upon fee for the period

of July 1, 2017 through June 30, 2018 is 6.49 for mammal and wildfowl carcasses weighing from five pounds to two hundred pounds and 28.12 for mammal or wildfowl carcasses weighing less than five pounds. Society will not accept livestock carcasses or carcasses weighing in excess of two hundred pounds.

Society shall invoice City monthly for the number of animals sheltered for city under this Agreement in the previous month. The invoice shall be accompanied by an activity report listing individual animals by a control number, their origin, and the billing for each animal. City shall pay said invoice within 30 days of the invoice date and will incur a late fee of one and a half (1 ½) percent per month on amounts more than fifteen (15) days past due. Payments made will apply to current billings first and arrears second.

The fee and terms are subject to renegotiation annually. Failure of the parties to negotiate fees and terms within sixty (60) days of the expiration of the existing annual agreement, may result in Society's election, at its sole discretion, to continue services after the end of the annual term at the then rate charged City per animal per day plus ten (10) percent.

5. CONTRACT SUPERVISION. City shall designate an official assigned to represent the interest of the City and to ensure that the terms and conditions of this Agreement are carried out. That official will be identified to the Society upon execution of this Agreement. Society's Executive Director or his/her designee shall administer this Agreement on behalf of Society.

6. INDEPENDENT SOCIETY STATUS. Society understands and agrees that the services performed hereunder by its and its directors, officers, agents, employees or contracting persons or entities are performed in an independent capacity and not in the capacity of officers, agents or employees of the City. All personnel, supplies, equipment, furniture, quarters, and operating expenses of any kind required for on premise performance of this Agreement shall be provided by Society in performance of the contracted services. It is also understood that Society shall have control of its work and the manner in which it is performed, provided Society meets all legal requirements. While under contract with City, the Society shall be free to contract for similar shelter services to be performed for other agencies and/or jurisdictions.

Society employs Level 2 Humane Officers who are empowered under California Corporations Code Section 14502 to investigate and prepare for prosecution cases involving animal neglect and cruelty within Monterey County. City agrees to cooperate fully with SPCA Humane Officers during the performance of their duties in City. If requested by City, Society may, at its sole discretion and upon request by City assist in an investigation initiated by City. Society's Humane Officers will provide technical assistance to City at no charge. Society will shelter animals seized during the course of an investigation under the terms and conditions set forth in Section 3 of this agreement. Where City and Society have each incurred costs in the successful prosecution of a case, each will request and make a good faith effort to secure restitution for both City and Society and will ask that any order of restitution require that funds be allocated proportionally to City and Society based on actual costs incurred by each.

7. INDEMNIFICATION AND INSURANCE. Each party agrees to indemnify, defend and save harmless the other party, their directors, officers, agents, and employees, from and against any and all claims and losses whatsoever accruing or resulting to any and all persons, firms or corporations furnishing or supplying work, services, materials, or supplies in connection

with the performance of this Agreement and from any and all claims and losses accruing or resulting to any person, firm, or corporation for damage, injury or death arising out of or connected with the indemnifying party's performance of this Agreement.

To this end, Society shall maintain in force at all times during the performance of this Agreement a policy of insurance covering all of its operations (including public liability and property damage coverage but not including contingent malpractice) with not less than \$1,000,000.00 single limit liability and motor vehicle insurance, covering all motor vehicles (whether or not owned) used in providing services under the Agreement with a combined single limit of not less than \$1,000,000.00. A certificate evidencing the maintenance of such insurance shall be filed with the City. City shall be given notice in writing at least thirty (30) days in advance of cancellation or any modification thereof. Insurance shall be in a company authorized by law to transact insurance business in the State of California. All policies shall provide an endorsement naming City, its officers, agents, and employees as Additional Insured, and shall further provide thirty (30) days written notice to the City in advance of cancellation or non-renewal of said policies.

Policies shall also be endorsed to provide such insurance as Primary Insurance and that no insurance of the additional insured shall be called on to contribute to a loss covered by Society's insurance.

City shall maintain in force at all times a Comprehensive Liability Insurance including automobile liability in the amount of \$1,000,000. Proof of such coverage will be a Certificate of Insurance with written notice to the Society of not less than 30 days prior to cancellation. The Society shall be named as an additional insured for acts or failure to act, arising out of the performance of this Agreement. Any required insurance may be provided by a plan of self-insurance at the option of the City.

8. WORKERS' COMPENSATION. Society shall, throughout the period of this Agreement, maintain in full force and effect a policy of Workers' Compensation insurance, with employers' liability limits of not less than \$100,000.00, covering all of its employees and shall furnish to City evidence of said insurance.

9. INSURANCE COVERAGE CHANGE. If City requires the Society to increase its insurance coverage within a contract year, the City agrees to pay any additional premium cost resulting from that change.

10. SECTION 504 COMPLIANCE. Section 504 of the Federal Rehabilitation Act of 1973, as amended, requires that all benefits, aids and services are made available to handicapped persons on an equivalent basis with those received by non-handicapped persons. The Society shall agree to be in compliance with Section 504 requirements.

11. COOPERATION. City and Society shall cooperate with each other in carrying out the terms of this Agreement and in order to be in compliance with state law and local ordinances or regulations. City and Society shall each make available to the other all knowledge and information each has that may be of benefit to the other party. City's Animal Control or Police Department personnel shall be subject to the rules, regulations and requirements of Society while at the Shelter. City and Society agree that results of their joint proactive programs will not be

immediately evident and that each will make a good faith effort to eliminate the euthanasia of adoptable animals from within City's jurisdiction.

12. ENABLING ACTS. City shall enact all necessary and reasonable Codes, resolutions and/or regulations to the extent permitted by applicable law, to enable Society to carry out all of its performances and functions under the terms and conditions of this Agreement and incidental thereto.

13. NOTICE. In addition to all other notices provided for herein, City shall give Society notice of any Code, resolution, or regulation changes contemplated by it relating to any matters affecting Society's performance or the well-being or humane treatment of animals in the community and/or functions under the terms and conditions of the Agreement. All notices herein provided to be given, or which may be given, by either party to the other, shall be in writing and be given by personal service or by United States mail postage prepaid, certified mail return receipt requested, and addressed.

14. NONDISCRIMINATION CLAUSE. During the performance of this Agreement, Society and its subcontractors shall not unlawfully discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, physical handicap, medical condition, marital status, age or sex. Society and subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free of such discrimination. Society and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Government Code Section 12900 et seq.). The applicable regulations of the Fair Employment Housing Commission implementing Government Code Section 12900, set forth in Chapter 5 of Division 4 of Title 2 of the California Administrative Code are incorporated into this Agreement by reference and made a part of as if set forth in full. Society shall also abide by the Federal Civil Right Act of 1964 (42 U.S.C. Section 1981 et seq.) and all amendments thereto, and all administrative rules and regulations issued pursuant to said Act. Society and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement. Society shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under this Agreement.

15. SOLICITATION BY SOCIETY. Throughout the term of this Agreement, Society shall be free to solicit and accept donations from any person or organization to defray the cost of any of Society's programs, including sheltering services for government organizations and general education.

16. ASSIGNMENT AND SUBCONTRACTING. This Agreement shall not be assigned or subcontracted by Society, either in whole or in part, without the prior written consent of the City, and any assignment without such consent shall automatically terminate this Agreement.

17. TIMELINESS: Time is of the essence in this Agreement.

18. AGREEMENT PREPARATION: It is agreed and understood by the parties hereto that this Agreement has been arrived at through thorough negotiation and that neither party is to be deemed that party which prepared this Agreement within the meaning of Civil Code Section

19. ATTORNEYS' FEES AND COSTS: The prevailing party in any action brought to enforce the terms of this Agreement or arising out of this Agreement may recover from the other party its reasonable costs and attorneys' fees expended in connection with such an action.

20. AMENDMENT: This Agreement may only be modified or amended by the written agreement of the parties.

IN WITNESS WHEREOF, the parties hereto, by and through their respective duly authorized representatives, have executed this Agreement on the date(s) so indicated.

SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS, a California nonprofit public benefits corporation

By: _____
Scott Delucchi
Executive Director

Date: _____

CITY OF Sand City

Date: _____

By: _____

Its: _____

Attest: _____

By: _____
City Clerk

AGENDA ITEM

5H

MEMO

To: Honorable Mayor and City Council Members
From: Todd Bodem, City Administrator
Date: June 13, 2017
Subject: Consideration of Measure X Funding Agreement

Background

Measure X was approved by the voters of Monterey County in the November 8, 2016 election. Measure X established a 3/8 cent sales tax for transportation improvements. A portion of the funding is allocated directly to cities for street maintenance. The Transportation Agency for Monterey County (TAMC) is the funding agency.

In order to receive its share of Measure X funding; the City is required to enter into an agreement with TAMC to ensure the funds are used for eligible projects. At its May 24, 2017 meeting, the TAMC Board of Directors approved the standard funding agreement for all jurisdictions.

Cost Analysis

The City is estimating to initially receive approximately \$20,000 annually from the Measure X sales tax. This revenue figure will be added to the FY 2017-2018 Budget and will be discussed during the budget presentation.

Staff Recommendation

It is recommended that City Council approve a Resolution authorizing the City Administrator to execute the Master Programs Funding Agreement with Transportation Agency of Monterey County (TAMC) to receive Measure X funding.

Attachments

1. June 1, 2017 TAMC Letter
2. Resolution
3. Measure X Master Programs Funding Agreement between TAMC and the City of Sand City



55-B Plaza Circle, Salinas, CA 93901-2902 • Tel: (831) 775-0903 • Website: www.tamcmonterey.org

June 1, 2017

Todd Bodem
City Manager
City of Sand City
One Sylvan Park
Sand City, CA 93955

Via email to: tbodem@sancityca.org

SUBJECT: Measure X Funding Agreement

Todd
Dear Mr. Bodem:

Our Agency looks forward to working with you to implement Measure X and improvement transportation in Monterey County!

At its May 24, 2017 meeting, the Transportation Agency for Monterey Board of Directors approved the enclosed funding agreement for the distribution of local shares of Measure X revenues. As required by the implementing ordinance for Measure X, each city and the County of Monterey must enter into this funding agreement with the Transportation Agency, which is designed to reassure the public that tax revenues are spent in accordance with the ballot language.

As such, prior to the first distribution of Measure X revenues in September 2017, we are requesting that your Council adopt the enclosed agreement and provide a signed original to the Agency. In addition, we are also requesting that you submit a Maintenance of Effort report detailing your city's transportation expenditures over the past three years, and a Five Year Capital Improvement Program of how your city plans to spend its share of Measure X funds. Note that you may use some of the information provided in your City's report to the State Controller as your Maintenance of Effort information. For your reference, templates for these two reports are included in the funding agreement as Exhibits C and E.

In order to receive your first quarterly distribution of funds in September 2017, we need to review your executed agreement and these two reports. Please let us know if you would like Transportation Agency staff to be present at the Council meeting adopting your agreement.

Please contact Michael Zeller of my staff at (831)775-4416 or via email at mike@tamcmonterey.org with any questions.

Sincerely,

Debra L. Hale
Executive Director

Enc: Measure X Funding Agreement

**CITY OF SAND CITY
RESOLUTION SC _____, 2017**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAND CITY
AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO A MASTER
PROGRAMS FUNDING AGREEMENT BETWEEN THE CITY OF SAND CITY AND THE
TRANSPORTATION AGENCY FOR MONTEREY COUNTY**

WHEREAS, on November 8, 2016, the voters of Monterey County, pursuant to the provisions of the Local Transportation Authority and Improvement Act, California Public Utilities Code Section 180000 et seq. (the "Act"), approved Measure X (TAMC Ordinance No. 2016-01) on the Monterey County Ballot, thereby authorizing The Transportation Agency for Monterey County (TAMC) to impose and administer the proceeds from a three-eighths cent transaction and use tax ("Measure X"); and

WHEREAS, the duration of the Measure X sales tax will be 30 years from the initial year of collection, which began April 1, 2017, with said tax to terminate/expire on March 31, 2047; and

WHEREAS, the tax proceeds will be used to pay for the programs and projects outlined in TAMC's Transportation Safety and Investment Plan (the "Measure X Investment Plan"); and

WHEREAS, in order to receive its share of Measure X, the City of Sand City must enter into a Master Programs Funding Agreement Attached hereto; and

WHEREAS, this Agreement delineates the requirements of the Measure X funds that are directly allocated to local jurisdictions, as authorized by Measure X and the Measure X Investment Plan; and

WHEREAS, the City of Sand City will receive approximately \$20,000 annually from the Measure X sales tax and this revenue should be reflected in the FY 2017-2018 Budget.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Sand City authorizes the City Administrator to enter into a Master Programs Funding Agreement between the City of Sand City and the Transportation Agency for Monterey County.

PASSED AND ADOPTED by the City Council of the City of Sand City on this _____, day of June, 2017, by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

APPROVED:

Mary Ann Carbone, Mayor

ATTEST:

Linda K. Scholink, City Clerk

**Measure X
Master Programs Funding Agreement
between the
TRANSPORTATION AGENCY FOR MONTEREY COUNTY
AND
SAND CITY**

This Master Programs Funding Agreement (“Agreement”) is effective the ____ of _____, 2017, and is entered into by and between the Transportation Agency for Monterey County (“TAMC”) and Sand City (“RECIPIENT”).

RECITALS

1. On November 8, 2016, the voters of Monterey County, pursuant to the provisions of the Local Transportation Authority and Improvement Act, California Public Utilities Code Section 180000 et seq. (the “Act”), approved Measure X (TAMC Ordinance No. 2016-01) on the Monterey County Ballot, thereby authorizing TAMC to impose and administer the proceeds from a three-eighths cent transaction and use tax (“Measure X”).
2. The duration of the Measure X sales tax will be 30 years from the initial year of collection, which will begin April 1, 2017, with said tax to terminate/expire on March 31, 2047. The tax proceeds will be used to pay for the programs and projects outlined in TAMC’s Transportation Safety and Investment Plan (the “Measure X Investment Plan”), as it may be amended.
3. This Agreement delineates the requirements of the Measure X funds that are directly allocated to local jurisdictions, as authorized by Measure X and the Measure X Investment Plan. A table showing the Measure X Local Distribution Summary for the first year of this Agreement is attached hereto as Exhibit A.

NOW, THEREFORE, it is mutually agreed by and between the parties as follows:

Article I: Definitions

As used herein, the following terms have the following meanings:

1. **Annual Program Compliance Report:** An Annual Program Compliance Report is a document produced by RECIPIENT no later than December 31 of each year the Measure X tax is in effect, and describes the efforts taken by the jurisdiction to comply with the requirements for the receipt and use of Measure X funds. A template Annual Program Compliance Report is attached as Exhibit B.
2. **Eligible Expenses:** Those expenses which are eligible to be funded from Measure X, as set forth in greater detail in Article III.C. The first date from which expenses are eligible for funding is January 1, 2017.

3. Local Road Projects: Projects identified in the Policies and Project Descriptions as “Local Road Maintenance, Pothole Repairs and Safety” projects for each jurisdiction, and as may be amended in the RECIPIENT’s Measure X Five-Year Capital Improvement Program.
4. Maintenance of Effort Report: A report to be adopted by a jurisdiction, no later than December 31 of each year the Measure X tax is in effect, verifying that Measure X funds received by the reporting jurisdiction have been used to augment, and not supplant, local resources spent in the fiscal year, as described in Article IV Section A.6. The amount of local resources spent for the fiscal year is calculated by using an average of the prior three (3) years spent for local transportation purposes and shall be the same amount reported to the State Controller pursuant to Streets and Highways Code section 2151.
5. Measure X: TAMC Ordinance No. 2016-01, approved by the voters on November 8, 2106, establishing a three-eighths of one percent (0.375) retail transactions and use tax for a period of thirty (30) years.
6. Measure X Five Year CIP: A Capital Improvement Program looking forward for the next five (5) years that specifically references projects anticipated to be funded by Measure X. The Measure X Five Year CIP is to be updated annually by the RECIPIENT and cover a period of five (5) years from the time of the annual update.
7. Measure X Investment Plan: The Transportation Safety and Investment Plan adopted by TAMC, the County of Monterey, and each city within the County of Monterey, setting forth an expenditure plan for Measure X proceeds.
8. Pavement Management Program: A computerized program for the identification and assessment of the quality of pavement within the jurisdiction, including ETC (“Extent of pavement analyzed, Type of recorded pavement distress, and Condition of the roadway”).
9. Policies & Project Descriptions: A statement of policies governing the requirements for, and allocation of, tax proceeds and project descriptions of anticipated use of tax proceeds by TAMC and the various jurisdictions. The Policies & Project Descriptions are in addition to and elaborate upon the Measure X Investment Plan.
10. Regional Transportation Planning Assessment: An annual assessment currently paid by local jurisdictions from local funds as a form of congestion management fee that is used to fund TAMC’s regional transportation planning efforts.
11. Regional Development Impact Fee Program: A program of development fees prepared and adopted by TAMC and assessed on new development within the County of Monterey, in order that new development pay its fair share of the costs to mitigate negative impacts to the regional transportation system.

Article II: Funding Allocations

1. This Agreement authorizes TAMC to allocate to RECIPIENT its share of the funds derived from Measure X as described in the voter-approved Measure X Investment Plan and TAMC's Policies and Project Descriptions ("Policies and Project Descriptions") for the Local Road Projects program of the Measure X Investment Plan, which constitutes 60% of Measure X revenues after administrative and Board of Equalization expenses have been paid. TAMC will distribute Measure X funds for Local Road Projects pursuant to a formula weighted 50 percent by the jurisdiction's population and 50 percent of lane miles within the jurisdiction utilizing data from the California Department of Finance and Department of Transportation as set forth in Section III.2 below. RECIPIENT's allocations are subject to change based on variations in these measurements, as determined annually pursuant to Article III Section A.2.
2. The remainder of funds received from Measure X and not allocated to RECIPIENT jurisdictions shall be allocated to TAMC for Regional Projects, and administration and Board of Equalization expenses as provided for in Measure X, the Measure X Investment Plan and the Projects & Policies Descriptions.
3. All eligible expenses, as described in Article III Section C, and incurred by RECIPIENT as of January 1, 2017 shall be reimbursable with the RECIPIENT's share of Measure X Local Road Projects funds, to the extent that such funds cover the claim for reimbursement.
4. Measure X funding provided for Local Road Projects is to be used for transportation purposes only, and to supplement and not replace existing local revenues used for transportation purposes. Refer to Article III Section A Paragraph 6 for requirements related to Maintenance of Effort.

Article III: Payments and Expenditures

A. TAMC's Duties and Obligations

1. Within ten (10) working days of actual receipt of the quarterly Measure X sales tax revenues from the State Board of Equalization ("BOE"), TAMC shall remit to the RECIPIENT its designated amount of available funds disbursed on a quarterly basis by the formulas described above.
2. TAMC shall annually update the Measure X fund revenue projections and the resulting fund allocation formulas to reflect the most current population using the California Department of Finance's annual population estimates (Report E-1 published in May) and the California Department of Transportation's annual lane miles estimates (California Public Road Data Report published in October) as it is made available, but no later than

June 30 of each year. TAMC shall use the updated Measure X program allocation formulas in the allocations beginning July 1 of each new fiscal year, which is from July 1 to June 30.

3. TAMC shall report quarterly to the public the amount of Measure X revenues distributed to RECIPIENT for the quarter and fiscal year to date.
4. TAMC shall provide for an independent annual audit of its financial statements, including revenues and expenditures, and also of its calculation of the allocation formula for distributing Measure X revenues to each recipient and render an annual audit report to the TAMC Board within 240 days following the close of the fiscal year.
5. TAMC may conduct an audit of expenditures made by RECIPIENT to determine whether such expenditures are in compliance with this AGREEMENT and the Measure X Investment Plan, and shall provide timely notice to RECIPIENT prior to conducting such audit.

B. Recipient's Duties and Obligations

1. RECIPIENT shall expend all Measure X funds received in compliance with Measure X, the Measure X Investment Plan, and the Policies & Project Descriptions, as they may be adopted or amended by TAMC from time to time, and this Agreement.
2. RECIPIENT shall conduct an independent annual audit of Measure X revenues received and expenditures made by RECIPIENT to demonstrate such expenditures comply with this AGREEMENT and the Measure X Investment Plan, and shall provide said audit to TAMC by December 31, 2018, and each December 31st of each year thereafter, throughout the existence of Measure X funding, including the December 31st of the last year of funding.
3. RECIPIENT shall set up and maintain an appropriate system of accounts to report on Measure X funds received. RECIPIENT must account for Measure X funds, including any interest received or accrued, separately from any other funds received from TAMC or any other source. All Measure X revenues received and expended shall be accounted for and tracked in its own separate budget and fund titled "Transportation Safety & Investment Plan Account" and will not be comingled with any other funds. The accounting system shall provide adequate internal controls and audit trails to facilitate an annual compliance audit for each fund type and the respective usage and application of said funds. TAMC and its representatives, agents and nominees shall have the absolute right upon reasonable written notice to RECIPIENT, which is not less than 72 hours, to inspect and copy any accounting records related to such funds, except to the extent specifically prohibited by applicable law.
4. RECIPIENT shall comply with all reporting requirements in Article IV.

5. RECIPIENT hereby agrees to and accepts the formulas used in the allocation of Measure X revenues as reflected in the ballot measure and the Measure X Investment Plan, and agrees to accept and utilize the California Department of Finance Estimates of Population figures (Report E-1, updated each May) and the California Department of Transportation's annual lane miles estimates (California Public Road Data Report published in October) for California cities and counties for the annual update of the sales tax allocation formulas to begin in each new fiscal year.
6. RECIPIENT shall maintain participation in TAMC's Regional Development Impact Fee program and impose these fees on new development as applicable to assure that new development pays for its impacts on the regional transportation system.
7. RECIPIENT shall continue to participate in TAMC's Regional Transportation Planning Assessment program as set forth therein.
8. In order to receive its share of Local Road Projects funds, RECIPIENT shall develop a Pavement Management Program, or participate in the development of a regional Pavement Management Program, developed by TAMC.
9. RECIPIENT shall abide by the Maintenance of Effort requirements imposed by Measure X and State law. RECIPIENT shall annually report on its Maintenance of Effort as provided in Article IV.

C. Eligible Expenditures

RECIPIENT may expend Local Road Projects funds on any or all of the following categories:

1. Road and Street Maintenance and Repairs: Filling potholes, repairing, resurfacing or reconstruction of roads, streets and bridges, or otherwise conducting maintenance to extend the lifetime of the roadway network and/or reduce or eliminate liability and safety concerns. Repairs, reconstruction or maintenance of walkways or bikeways are also eligible.
2. Road Safety and Operations: Improvements designed to reduce traffic collisions and related injuries and fatalities, as well as projects designed to reduce traffic delays. Examples of safety projects include, but are not limited to: roundabouts, turning lanes, traffic signals or other intersection improvements, hazard eliminations, safety barriers, traffic calming or speed reduction measures. New lane miles or roadways are not eligible with the exception of the Pinnacles Parkway Connection project.
3. Walkability and Pedestrian Safety: Projects designed to make neighborhoods or corridors walkable by making walking safer, more comfortable and convenient. Examples include, but are not limited to: sidewalks, lighted crosswalks, walking paths, landscaping or other barriers from traffic, bulb-outs to shorten the crossing distance, safe-haven islands, pedestrian countdown signals, street or path lighting and traffic calming.

4. Bike Safety Projects: Projects designed to support safe and convenient bicycling for all levels of riders. Examples include, but are not limited to: new or improved bikeways (lanes, paths, bridges, protected lanes or other barriers to automobile traffic); removing barriers to bicycling (curbs, medians, etc.); signal detectors; and, bicycle racks, lockers and other storage facilities.
5. Street Enhancements: Streetscape projects that enhance the safety and experience of the transportation corridor. Examples include, but are not limited to: lighting, landscaping, and drainage improvements.
6. New Technology: Projects that support or include new technology to promote transportation safety, mobility, cost savings or air quality improvements. Examples include, but are not limited to: electric vehicle chargers, vehicle detection systems, traffic signal synchronization, as well as the required participation in the Pavement Management Program referenced in Art. III.B.8, above.
7. Planning, Engineering and Design, Environmental Review and Mitigation and Acquisition: The costs of planning, engineering, design and environmental review and mitigation and acquisition necessary to undertake any project within a category described above are also eligible expenses under Measure X and this Agreement.
8. Reporting and Implementation of this Agreement: The costs of fulfilling the requirements imposed by this Agreement, including the preparation of audits and reports, are eligible expenses, provided, however, that only the direct costs of such actions (such as actual hours worked by staff) are eligible.

D. Other Expenditure Restrictions

1. Transportation Purposes Only: RECIPIENT shall use all Measure X funds solely for transportation purposes as defined by the authorizing ballot measure. Any jurisdiction that violates this provision must fully reimburse all misspent funds, including all interest which would have been earned thereon at the Pooled Money Investment Account Earnings Yield Rate at determined by the California State Controller's Office.
2. Staff Cost Limitations: Direct costs associated with the delivery of programs and projects associated with Measure X programs, including direct staff costs and consultant costs, are eligible uses of Measure X funds. Indirect costs are eligible for funding provided that the jurisdiction has a Caltrans-approved Indirect Cost Allocation Plan / Indirect Cost Rate Proposal (ICAP/ICRP or equivalent) established. Jurisdictions with an ICAP/ICRP approved by its cognizant agency will submit a copy of the cognizant agency approval, the approved proposal, plan, and other relevant data prior to invoicing for indirect costs. If a jurisdiction does not currently have an approved ICAP/ICRP or equivalent, a flat rate of 40% is eligible for indirect costs.
3. Matching Funds: Measure X funds can be utilized to match grants, loans, programs and pay annual debt service to fund eligible approved bonds for local road maintenance or safety projects as defined Article II Section C.

4. Environmental and Engineering Standards: RECIPIENT shall design projects to meet current standards, and shall include bicycle and pedestrian access whenever possible. RECIPIENT shall thoroughly study projects for environmental impacts and incorporate identified environmental mitigations consistent with applicable environmental law.

Article IV: Reporting Requirements

A. Requirements and Withholding

RECIPIENT shall comply with each of the reporting requirements set forth below. If RECIPIENT fails to comply with one or more of these requirements, TAMC may withhold payment of further Measure X funds to RECIPIENT until full compliance is achieved, as described in Article V.

1. RECIPIENT shall complete, at RECIPIENT's expense, a separate independent audit of RECIPIENT's financial statements for the prior fiscal year ended June 30 of Measure X funds received and used. To that end, RECIPIENT shall provide such audit to TAMC by December 31st of each year.
2. RECIPIENT shall, at RECIPIENT'S own expense, and by December 31st of each year, submit to TAMC Annual Program Compliance Reports (covering the prior fiscal year) regarding programs and projects on which RECIPIENT expended Measure X funds.
3. RECIPIENT shall document expenditure activities and report on the performance of Measure X-funded activities through the Annual Program Compliance reporting process, annual audits, the Five-Year Capital Improvement Program Report, the Pavement Management Program Report, the Maintenance of Effort Report, and shall provide any additional information reasonably requested by TAMC.
4. RECIPIENT shall prepare and submit to TAMC a Measure X 5-Year Capital Improvement Program that identifies the eligible transportation projects that are anticipated to be funded with the jurisdiction's share of Local Road Projects funds. RECIPIENT shall update this document on an annual basis no later than August 31, 2017 and December 31st of each year thereafter. A template of the form that RECIPIENT shall use to submit this report is included as Exhibit C.
5. RECIPIENT shall submit annual Pavement Management Program reports no later than December 31st each year on the conditions of RECIPIENT's streets, to ensure timely repairs and keep the public informed. A template of the form that RECIPIENT shall use to submit these reports is included as Exhibit D.
6. RECIPIENT shall certify, no later than August 31, 2017 and December 31st of each year thereafter, in an annual Maintenance of Effort Report verification that these Measure X funds are used to augment and not supplant local resources spent. RECIPIENT shall expend each fiscal year from its general fund for street and highway purposes an amount

not less than the annual average of its expenditures from its general fund during the preceding three fiscal years, as reported to the Controller pursuant to Streets and Highways Code section 2151 ("Maintenance of Effort"). For purposes of this calculation, an average of the prior three (3) years spent for local transportation purposes will be used. Exemptions from this calculation include one-time capital expenses, and expiration of any voter-approved fund sources that were used for local transportation purposes. In the case of expired voter-approved fund sources, the three-year average baseline would be recalculated in the next annual verification period without said expired fund sources. Revenues from a fee imposed or contribution first received by a local jurisdiction on or after January 1, 2016 which are used on or after July 1, 2016, by that local jurisdiction for maintenance or improvement purposes on its streets and highways shall be considered as general fund expenditures for the purposes of compliance with the provisions of this Section in the fiscal year in which such expenditures are made. A template of the form that RECIPIENT shall use to submit these reports is included as Exhibit E.

B. Public Outreach

1. RECIPIENT shall install or mount Measure X signage adjacent to Measure X funded construction projects through completion, where practical and shall reference TAMC, so Monterey County taxpayers are informed as to how RECIPIENT is using Measure X funds. TAMC and RECIPIENT shall mutually approve the design for the Measure X signage to be used by RECIPIENT.
2. RECIPIENT shall provide current and accurate information on RECIPIENT's website, to inform the public about how RECIPIENT is using Measure X funds.
3. RECIPIENT shall actively participate in TAMC's public awareness program, developed in collaboration with TAMC, as a means of ensuring that the public has access to the ability to know which projects and programs are funded through Measure X funds.
4. RECIPIENT shall upon reasonable notice and within a reasonable time make its administrative officer or designated staff available to render a report or answer any and all inquiries in regard to RECIPIENT's receipt, usage, and/or compliance audit findings regarding Measure X funds before the TAMC Board and/or the Measure X Citizens Oversight Committee, as applicable.
5. RECIPIENT agrees that TAMC may review and/or evaluate all project(s) or program(s) funded by Measure X. This may include visits by representatives, agents or nominees of TAMC to observe RECIPIENT's project or program operations, to review project or program data and financial records, and to discuss the project with RECIPIENT's staff or governing board.

Article V: Enforcement

A. Verification and Compliance

1. In addition to RECIPIENT reporting requirements, TAMC may request fiscal data from local jurisdictions as needed to ensure compliance. Each local jurisdiction shall furnish the data to the TAMC not later than 90 days after receiving a request therefor. TAMC may withhold payments to local jurisdictions which do not comply with requests for information or which provide incomplete information.
2. Failure to meet any of the conditions included in this AGREEMENT by the RECIPIENT shall result in the suspension of the distribution of funds to the RECIPIENT. Resumption of funding distribution to the RECIPIENT shall resume only after full repayment for any misuse, and confirmation by TAMC of compliance to each of the conditions in this AGREEMENT. Local Road Projects program funding accrued due to the failure of a city/county to meet the above conditions will be held in trust for up to two (2) years for said jurisdiction, after which the funds will be redistributed to the remaining cities/county in Monterey County per formula. Resumption of funding to the RECIPIENT can occur at any time during the life of Measure X upon compliance with the conditions included in this AGREEMENT and full repayment of any prior misused funds.

B. Dispute Resolution Process

1. If at any time either party hereto is considered to have failed to meet any of the conditions included in this AGREEMENT, the parties shall meet and confer in a good faith effort to resolve the matter. Such meet and confer shall occur within thirty (30) days of a notice from one party to the other of non-compliance.
2. If, after meeting and conferring, there is still a dispute as to compliance or non-compliance with a term or condition of the AGREEMENT, TAMC shall refer the matter to the eXcellent Oversight Committee for its review and recommendation. Consistent with the terms of the Ralph M. Brown Act, the eXcellent Oversight Committee meeting may be a special meeting, provided that at least 72 hours prior notice is provided to the public and an agenda is posted. After considering the matter, the eXcellent Oversight Committee may make its recommendation to the parties to resolve the matter.
3. Pending the consideration and possible resolution of the issue by the eXcellent Oversight Committee, TAMC shall withhold future Measure X payments to RECIPIENT under this AGREEMENT, except for allocations required for bond payments, which shall not be withheld.
4. If, after receiving the recommendation from the eXcellent Oversight Committee the parties are still in dispute over compliance or non-compliance of this AGREEMENT, the matter shall be agendized at the next available TAMC Board meeting. Each party may submit up to five (5) pages in support of its position, as part of the agenda package to be submitted for such Board meeting. The decision of the TAMC Board on the dispute shall be final.

5. Resumption of funding distribution to the RECIPIENT can occur at any time during the life of Measure X but shall only occur after full repayment of any unauthorized expenditure(s) of Measure X funds, and confirmation by TAMC of RECIPIENT's compliance with each of the conditions in this AGREEMENT. Repayment of unauthorized expenditures may not be made by future Measure X funds.
6. Local Road Projects program funding accrued due to the failure of a city/county to meet the above conditions will be held in trust for up to two (2) years for said jurisdiction, after which the funds will be redistributed to the remaining cities/county in Monterey County per the formula set for in Art.II.
7. In the event that RECIPIENT's allocations are exempt from suspension because of bond payments, but RECIPIENT continues to fail to comply with the requirements of this AGREEMENT, RECIPIENT and TAMC agree that an action for specific performance is an available remedy.

Article VI: Other Provisions

A. Indemnity by RECIPIENT

Neither TAMC, nor its governing body, elected officials, any officer, consultant, agent, or employee thereof shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by RECIPIENT in connection with the Measure X funds distributed to RECIPIENT pursuant to this AGREEMENT or any work or action taken with such funds. Notwithstanding Government Code Section 895.6, it is also understood and agreed, pursuant to Government Code Section 895.4, that RECIPIENT shall fully defend, indemnify and hold harmless TAMC, its governing body, and all its officers, agents, and employees, from any liability imposed on TAMC for injury (as defined in Government Code Section 810.8) occurring by reason of anything done or omitted to be done by RECIPIENT in connection with the Measure X funds distributed to RECIPIENT pursuant to this AGREEMENT or any work or action taken with such funds.

B. Indemnity by TAMC

Neither RECIPIENT, nor its governing body, elected officials, any officer, consultant, agent, or employee thereof shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by TAMC under or in connection with any work, authority or jurisdiction delegated to TAMC under this Tax Sharing AGREEMENT. Notwithstanding Government Code Section 895.6, it is also understood and agreed, pursuant to Government Code Section 895.4, that TAMC shall fully defend, indemnify, and hold harmless RECIPIENT, and its governing body, elected officials, all its officers, agents, and employees from any liability imposed on RECIPIENT for injury (as defined in Government Code Section 810.8) occurring by

reason of anything done or omitted to be done by TAMC under or in connection with any work, authority or jurisdiction delegated to TAMC under this AGREEMENT.

C. Jurisdiction and Venue

The laws of the State of California will govern the validity of this AGREEMENT, its interpretation and performance, and any other claims to which it relates. All legal actions arising out of this AGREEMENT shall be brought in a court of competent jurisdiction in Monterey County, California and the parties hereto hereby waive inconvenience of forum as an objection or defense to such venue.

D. Term

The term of this AGREEMENT shall be from July 1, 2017 to June 30, 2047, unless amended in writing or a new Master Programs Funding Agreement is executed between TAMC and RECIPIENT.

E. Severability

If any provision of this AGREEMENT is found by a court of competent jurisdiction or, if applicable, an arbitrator, to be unenforceable, such provision shall not affect the other provisions of the AGREEMENT, but such unenforceable provisions shall be deemed modified to the extent necessary to render it enforceable, preserving to the fullest extent permissible the intent of the parties set forth in this AGREEMENT.

F. Modification

This AGREEMENT, its Exhibits, as well as the referenced Policies and Project Descriptions and TAMC Ordinance 2016-01, constitutes the entire AGREEMENT, supersedes all prior written or oral understandings regarding Measure X funds (but not project funding agreements). This AGREEMENT may only be changed by a written amendment executed by both parties. Notwithstanding the foregoing, the Policies and Project Descriptions related to Measure X funds may be changed from time to time by TAMC Board action.

G. Independent Contractor

Nothing in this AGREEMENT is intended nor shall be construed to create an employer-employee relationship, a joint venture relationship, partnership, or allow TAMC to exercise discretion or control over the professional manner by which RECIPIENT designs or constructs projects using Measure X funds. RECIPIENT staff performing work using Measure X funds shall at all times remain employees of RECIPIENT and shall not be deemed employees of TAMC for any purpose. RECIPIENT shall be solely responsible for any and all compensation, payroll taxes, withholdings, workers' compensation and any other insurance or benefits of any kind for any RECIPIENT employee performing work using Measure X funds. Similarly, nothing in this AGREEMENT is intended nor shall be construed to create an employer-employee relationship, a joint venture relationship, partnership, or allow RECIPIENT to exercise discretion

or control over the professional manner by which TAMC designs or constructs projects using Measure X funds. TAMC staff performing work using Measure X funds shall at all times remain employees of TAMC and shall not be deemed employees of RECIPIENT for any purpose. TAMC shall be solely responsible for any and all compensation, payroll taxes, withholdings, workers' compensation and any other insurance or benefits of any kind for any TAMC employee performing work using Measure X funds.

H. Notices

Notice required under this AGREEMENT shall be delivered personally by facsimile or by first-class postage pre-paid mail to RECIPIENT and TAMC at the addresses listed below. Notice shall be deemed effective upon personal delivery or facsimile transmission, or on the third day after deposit with the U.S. Postal Service. RECIPIENT and TAMC shall give prompt notice of any change of address, including contact name and title. Unless otherwise changed according to these notice provisions, notices shall be addressed as follows:

FOR RECIPIENT:

Todd Bodem, City Administrator
1 Sylvan Park
Sand City, CA 93955

FOR TAMC:

Debra L. Hale, Executive Director
55 Plaza Cir. B
Salinas, CA 93901

I. Waiver

Any waiver of any terms of this AGREEMENT shall be in writing signed by both parties hereto. A waiver of any of the terms and conditions of this Agreement shall not be construed as a waiver of any other terms or conditions in this AGREEMENT.

J. Non-Assignment

Neither party hereto may assign, sell, or otherwise transfer its interest or obligations in this Agreement without the prior written consent of the other party.

K. Headings

The headings in this AGREEMENT are for convenience only and shall not be used to interpret the terms of this AGREEMENT.

L. Construction of Agreement

The parties hereto agree that each party has fully participated in the review and revision of this AGREEMENT and that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in the interpretation of this AGREEMENT or any amendment to this AGREEMENT.

[Signatures on next page]

In Witness Whereof, the parties have executed this AGREEMENT by their duly authorized officers as of the date first written below.

City of Sand City

Transportation Agency for
Monterey County (TAMC)

By: _____
Todd Bodem
City Administrator

By: _____
Debra L. Hale Date
Executive Director

Approved as to Form and Legality:

Approved as to Form and Legality:

By: _____
Jim Heisinger
City Attorney

By: _____
Kathryn Reimann
TAMC Counsel

EXHIBIT A

MEASURE X LOCAL DISTRIBUTION SUMMARY

TAMC distributes Measure X funds based on the distribution percentages for net Measure X Revenues specified in the Measure X Investment Plan as shown below. Annual amounts will be updated by TAMC annually without amendments to this agreement.

	Population	Lane Miles	Local Road Projects Fund Percentage
Carmel	3775	60	1.19%
Del Rey Oaks	1648	19	0.44%
Gonzales	8296	19	1.22%
Greenfield	16729	44	2.54%
King City	13073	56	2.25%
Marina	20073	129	3.99%
Monterey	28252	235	6.29%
Pacific Grove	15268	129	3.42%
Salinas	153215	578	25.38%
Sand City	338	10	0.16%
Seaside	33312	177	6.16%
Soledad	25430	39	3.50%
County	102085	2512	43.46%

EXHIBIT B

ANNUAL PROGRAM COMPLIANCE REPORT

ANNUAL PROGRAM COMPLIANCE REPORT

The Annual Program Compliance Report should, at a minimum, describe the efforts of the local jurisdiction to comply with the policies of Measure X over the reporting period. The report should include a narrative of how the jurisdiction spent Measure X funds on local projects including the project title; brief description; discussion of the project benefits; and before and after pictures. A balance sheet should also be included with the report detailing the receipt and expenditure of Measure X funds, as shown in the example below.

CITY/COUNTY OF XXX - YEAR 20XX BALANCE SHEET EXAMPLE

REVENUES	
Carryover from Previous Year	
Measure X Revenues	
Earning on Interest	
TOTAL REVENUES:	
EXPENDITURES	
(Listing of Program Expenditures)	
TOTAL EXPENDITURES:	
FUND BALANCE, END OF PERIOD:	

As attachments to the Annual Program Compliance Report, the jurisdiction should include the following additional reports:

- ATTACHMENT 1: Independent Audit of Financial Statements for Measure X Funds, Prior Fiscal Year
- ATTACHMENT 2: Five-Year Capital Improvement Program
- ATTACHMENT 3: Pavement Management Program Report
- ATTACHMENT 4: Maintenance of Effort Report

EXHIBIT C

FIVE YEAR CAPITAL IMPROVEMENT PROGRAM

CITY / COUNTY of XXX
MEASURE X FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FOR YEARS 20XX – 20XX

YEAR 1

Project	Description & Phase	Total Cost	Measure X	PCI
Totals:				

YEAR 2

Project	Description & Phase	Total Cost	Measure X	PCI
Totals:				

YEAR 3

Project	Description & Phase	Total Cost	Measure X	PCI
Totals:				

YEAR 4

Project	Description & Phase	Total Cost	Measure X	PCI
Totals:				

YEAR 5

Project	Description & Phase	Total Cost	Measure X	PCI
Totals:				

DEFINITIONS OF REQUESTED INFORMATION:

1. **Project:** The title of the project to receive Measure X funding.
2. **Description & Phase:** A general description of the project and the phase (e.g. Environmental; Design; Right-of-Way; or Construction) that will be funded in the given year.
3. **Total Cost:** The total cost of the project.
4. **Measure X:** The amount of Measure X funding that will be expended on the project.
5. **PCI:** The Pavement Condition Index for the roadway, from the local jurisdiction's Pavement Management Program.

EXHIBIT D

PAVEMENT MANAGEMENT PROGRAM REPORT

PAVEMENT MANAGEMENT PROGRAM REQUIREMENTS

The approved ordinance for the Transportation Safety & Investment Plan (Measure X) outlines the requirements for the use of local road maintenance, pothole repair and safety funds. It includes a requirement for each jurisdiction to have a pavement management program. "Each city and the County of Monterey shall develop, or participate in the development of by TAMC, a pavement management program. They shall submit regular reports on the conditions of their streets, to ensure timely repairs and keep the public informed. Development of the pavement management program by TAMC is eligible to be funded out of this program prior to distribution of funds to the cities and the County."

SYSTEM REQUIREMENTS: In order to receive Measure X funds, the cities and the County shall utilize a pavement management program (PMP) and submit regular reports on the conditions of their streets, to ensure timely repairs and keep the public informed. The pavement management program should utilize an approved software-based tool for analyzing pavement conditions and reports findings on rehabilitation/maintenance strategies based on funding levels. The pavement management program used by the jurisdiction must contain, at a minimum, the following features:

- Store the inventory all roadways within a jurisdiction (in a compatible database with other jurisdictions).
- Assess the condition of the roadways (based on seven distresses and three severity levels).
- Provide the current Pavement Condition Index (PCI) for the roadways (as per ASTM D6433)
- Identify all pavement sections needing maintenance, rehabilitation, or replacement.
- Calculate budget needs for maintenance, rehabilitation or replacement of deficient pavement sections (for the current year and the next three years at various overall condition levels).
- Develop maintenance strategies for the most cost effective level of maintenance or repair appropriate at the time of the inspection.
- Generate pavement management program reports (in various formats).

All jurisdictions must implement and maintain an approved Pavement Management Program ("StreetSaver" or equivalent). The "StreetSaver" Pavement Management Program developed by Metropolitan Transportation Commission (MTC) is the most utilized program in the Bay Area and would be an excellent program for this region as well. The use of the "StreetSaver" Pavement Management Program is recommended (but not required) since it would allow good compatibility between local jurisdictions and also provide regional benefits. Jurisdictions may elect to use an alternative pavement management program provided it meets the above listed minimum requirements and receives written approval from TAMC.

The Agency will assist with the development of an overall pavement management implementation plan for this region with the participation and coordination of all the cities and the county. The Agency recommends the development of a regional system to benefit from a coordinated system. The regional system would be developed collaboratively between local jurisdictions. In order to have a regional database, it is recommended that all agencies utilize a

common pavement management program. This would allow compilation of information on a regional basis. It would also create opportunities for interagency coordination and to guide regional transportation investments and planning.

UPDATE REQUIREMENTS: The jurisdictions must complete the following updates:

- Review and update the pavement information for all roads every two years.
- Pavement conditions must be re-inspected every three years for arterials and collectors.
- Pavement conditions must be re-inspected every six years for residential streets and local/rural roads, unless otherwise approved by TAMC. Pavement condition surveys may be done by either automated or manual inspections, and may be done either individually or in conjunction with another agency. A percentage of the network can be scheduled each year so that the entire network is updated on a regular cycle.

REPORT REQUIREMENTS: All jurisdictions shall submit an annual Pavement Management Program Report Letter to TAMC no later than December 31 of each year the Measure X tax is in effect using the approved report letter format. It shall include all the highlighted information and shall be on local agency letterhead (see attached template).

All jurisdictions shall also participate in the biennial pavement needs survey conducted for the California Statewide Local Streets and Roads Needs Assessment and provide the requested roadway data for their jurisdiction.

Pavement Management Program Annual Report Letter Template (April 2017)

Instructions:

- Please use Local Agency Letterhead
- Text highlighted in yellow needs to be completed. Remove highlighting in final version.

Date: [Enter current DATE]

To: Todd Muck
Deputy Executive Director
Transportation Agency for Monterey County
55-B Plaza Circle
Salinas, CA 93901

Re: Pavement Management Program Annual Report Letter

The [City/County/of XYZ] confirms that it has a Pavement Management Program that conforms to the criteria established by the Transportation Agency for Monterey County and included in the Measure X Agreement with the Local Agency. An approved Pavement Management Program must be in place to be eligible for Measure X funds.

The Pavement Management Program utilizes a software system developed by:

[] Metropolitan Transportation Commission StreetSaver, [fill in version]
[] Other [Fill in name of system] [fill in version]

The system was updated by [enter consultant name] and contains, at a minimum, the following elements:

- Inventory of all existing pavements under the local agency jurisdiction:
 - Centerline miles: [fill in miles]
 - Total lane miles (or equivalent units): [fill in miles]
 - The last update of the inventory was completed on: [date of inspection]
- Pavement Condition Index (PCI) [fill in PCI]
- Identification of sections of pavement needing maintenance, rehabilitation, or replacement.
 - Total lane miles (or equivalent units) [fill in miles]
- Estimated budget needs to rehabilitate or replace deficient sections for the current year and the next three years: [\$ enter dollar amount] (Unconstrained Needs)

You may direct any questions regarding the system to [contact person's name] at [phone number and consultant firm if not listing a city employee].

Sincerely,

[Signature]

[Name of City Administrator, Public Works Director or equivalent department head]

EXHIBIT E

MAINTENANCE OF EFFORT REPORT

CITY / COUNTY of XXX
THREE-YEAR MAINTENANCE OF EFFORT REPORT
FOR YEARS 20XX – 20XX

Year 1

Fund Source	Amount	Year
Total Expended on Transportation		

Year 2

Fund Source	Amount	Year
Total Expended on Transportation		

Year 3

Fund Source	Amount	Year
Total Expended on Transportation		

Three-Year Average of Transportation Expenditures:

\$ _____

I, the undersigned, certify that the above information is true and correct to the best of my knowledge.

[Signature]

[Name of City Administrator, Public Works Director or equivalent department head]

AGENDA ITEM

7A

MEMO

To: Honorable Mayor and City Council Members
From: Todd Bodem, City Administrator
Date: June 15, 2017
Subject: Presentation by John C. Baker, CPUC Local Government Liaison

Background

John C. Baker, Local Government Liaison from the California Public Utilities Commission (CPUC) will provide a 10 minute presentation to discuss their resources.

As you know, the CPUC is a state agency overseeing numerous essential services, such as electricity, gas, water, telecommunications, and transportation providers. Critically, the CPUC is responsible for ensuring that all these services are provided safely and affordably to Californians.

Part of this responsibility is maintaining relationships with our local governments. If the City Council or community members have questions, it is his job to get the answers.

Mr. Baker will provide valuable information about programs and practices to help save money on telephone and energy bills, conserve water & energy, and how to guard against utility-related consumer fraud.

Mr. Baker's ultimate goal is to be Sand City's first call whenever our residents have any questions or concerns about the CPUC or the entities that they regulate.

Mr. Baker looks forward to getting to know us and to serve Sand City, and building a strong, lasting partnership.

Staff Recommendation

It is recommended that the City Council listen and ask questions during his 10 minute presentation about local government outreach.

AGENDA ITEM

8A

CITY OF SAND CITY

STAFF REPORT

MAY 18, 2017
(For City Council Review on June 6, 2017)

TO: Mayor and City Council
FROM: Charles Pooler, City Planner
SUBJECT: Conditional Use Permit Application for Randall Swanson

BACKGROUND

An application was submitted to the City of Sand City (the "City") by Randall Swanson (the "Applicant"), of Lysakov Art Company, for conditional use permit approval to establish and operate an art gallery with shows and occasional evening events/receptions with accessory office and art storage (the "Proposed Use") within an existing commercial unit at 495-B Elder Avenue (portion of APN 011-231-007) in Sand City (the "Subject Property"). The site has a non-coastal zoning designation of Planned-Mixed Use (MU-P) and a General Plan land use designation of Mixed-Use (MU-D). A conditional use permit is required for new uses within this zoning district. The intended use at the Subject Property qualifies as a categorical exemption, under State CEQA (California Environmental Quality Act) Guidelines, Section 15301.

Site Description:

The Subject Property has a two level multi-unit commercial building, which facilitates a radio station, office, and other light manufacturing and service commercial uses. There are no residential dwellings within this building. The Applicant's unit was formerly occupied by Guy Cuccia for office and storage of drapery and curtain rods, Jonathon Phillips for an experimentation workshop, and Mattress Nation for storage. This is the central unit on the lower building level facing Elder Avenue. The Subject Property provides eighteen (18) on-site parking spaces and another fifteen (15) parking spaces are available across Elder Avenue, shared with the multiple tenants of the building. Existing utilities (i.e. gas, electric, water, sewer, etc.) are available and adequate to service the Proposed Use. Street improvements (i.e. curb, gutter, sidewalk, drive apron) exist along the Subject Property's Contra Costa Street and Elder Avenue frontages.

DISCUSSION

Project Description:

The Applicant proposes to establish and operate an art gallery with art displays and sales by appointment with ongoing accessory office and art storage and occasional evening "invitation only" art shows/events. There will be no more than one to two employees at the

site at any one time, there will be no standard operational hours. Art will not be created at this location. There will be no printing or other art production activities on-site. The Applicant identified that there would be "occasional" evening art shows, where patrons would be by invitation only. The Applicant also wishes to use the site to host 1) chess tournaments at no more than once a month and 2) chess club gatherings weekly.

Land Use: The Subject Property has a non-coastal General Plan land use and Zoning Map designation of "Mixed-Use". Section 18.13.040.E of the City's Zoning Ordinance lists "Arts/Craft Studios" as allowable in the mixed-use district, contingent upon conditional use permit approval. Per the Applicant's description, activities on-site will primarily consist of art display with accessory office and art storage; which are relatively benign activities. No manufacturing or production activities are intended. There will be occasional evening art shows, events, and receptions that should be mitigated to prevent such activities from posing a public nuisance. The Proposed Use, with the proper mitigation, is compatible for the Mixed-Use zoning and the West End Planning District. Furthermore, the "art" focus of the Applicant's operation would be consistent with the artist community of the West End District.

Hours of Operation: The Applicant did not specify hours of operation for the daytime gallery activities. The Applicant stated that 1-on-1 art viewing and sales would be by appointment only with "occasional" evening art openings and shows via invitation only. The viewing and sale of art is not anticipated to generate impacts that could be detrimental to adjoining units or properties. Staff recommends the identified activities be restricted to occur only during the following times and days:

- A. By appointment only 1-on-1 art viewing and sales to occur only between the hours of 7:00 a.m. to 10:00 p.m. Monday through Friday, and 10:00 a.m. to 10:00 p.m. on Saturdays.
- B. Invitation only evening art shows/events shall be conducted no more than once per month (excluding participation in the City's annual West End Celebration) and only during the evening hours of 6:00 p.m. to 10:00 p.m., Monday through Saturday.
- C. Monthly chess tournaments shall only occur between the hours of 10:00 a.m. to 10:00 p.m. on Saturdays.
- D. Weekly Chess Club meetings shall only occur between the hours of 10:00 a.m. to 10:00 p.m. Monday through Saturday.

The intent of this recommended schedule is to ensure that those activities with the greater attendance and parking demands occur when the potential for a greater number of parking spaces is more likely to be available when neighboring businesses are closed.

Parking: The Subject Property provides eighteen (18) on-site parking spaces. There are another fifteen (15) striped and paved parking spaces provided across Elder Avenue, shared between multiple tenants of the Applicant's building and owned and managed by Subject Property's owner.

Art Gallery - Staff would classify an art gallery to be similar to that of a commercial showroom, for which the City typically applies a 1/700 service commercial parking requirement. The Applicant's unit is about 2,025 square feet, which requires three (3) on-site parking spaces (rounded up from 2.89 spaces). The intended primary activity on-site is to be an art gallery with accessory office and storage, with 1 to 2 employees and 'by appointment' daytime art viewing and sales, where at most three parking spaces would be necessitated. There is ample parking provided in front of the Applicant's unit to accommodate the gallery, office, and storage activities.

Art Shows - The Applicant states that attendees of evening art showings/receptions will be by invitation only, enabling the Applicant to control the size of such events; however, the anticipated number of attendees per event was not identified. Staff recommends the permit restrict the number of attendees to be no more than 30 persons (based upon a maximum of 1 vehicle per attendee and the 32 off-street parking spaces). Furthermore, the number of attendees at any one time within the Applicant's Unit cannot exceed the fire code occupancy rating of that unit.

Chess Tournaments - The Applicant states that chess tournaments would occur no more than once per month, which should be a requirement of the permit. The number of attendees is anticipated to be no more than 30 persons. As with the Art Shows, staff recommends the permit restrict attendance of such tournaments to no more than 30 attendees (based upon a maximum of 1 vehicle per attendee and the 32 off-street parking spaces). Furthermore, the number of attendees at any one time within the Applicant's Unit cannot exceed the fire code occupancy rating of that unit.

Chess Club Meetings - The Applicant wishes to have the option of holding chess club meetings on-site once a week; but the number of attendees was only identified as "...a small group...". Staff recommends this be limited to no more than ten (10) attendees as such meetings could be either daytime or evening, and there would likely be less available off-street and curbside parking during the daytime business hours.

Loading/Unloading: An art gallery for display and storage, such as the one proposed, will not involve routine deliveries or shipments, or have need of routine loading/unloading activities. Regardless, staff recommends the permit specify and require that any large trucks making deliveries/shipments to/from the Applicant at the Subject Property only park along the building's Elder Avenue frontage to conduct loading/unloading activities; and also prohibit loading/unloading within the Contra Costa Street right-of-way. Furthermore, the permit should require that at least one (1) travel lane on Elder Avenue remain open during truck parking and loading/unloading activities. Deliveries via Federal Express, UPS or other such package delivery service in van trucks have very short layover/delivery times and parking impact and are not anticipated to be a problem; and therefore, should be exempt.

Trash Enclosure: The Subject Property provides a trash enclosure, utilized by most of the tenants in the building, however, it appears at times that the enclosure capacity is not sufficient for all the tenants. The Applicant's use is not anticipated to generate much waste/debris, and the existing trash enclosure should be sufficient to accommodate that volume of waste from the Applicant's Proposed Use. Regardless, staff recommends the permit require all waste, debris, and/or discarded items either be maintained within the building or within a trash bin/dumpster maintained within an enclosure or the Applicant's unit. The Applicant should be prohibited from placing trash bins and/or dumpsters within the Subject Property's parking areas or on City streets except on designated trash collection days.

Signs: The Applicant does not intend to establish a business sign on the Subject Property. If the Applicant chooses to have a sign in the future, review and approval by the City's Design Review Committee (DRC) is required prior to installation. This should be a condition of land use permit approval.

Impacts: Staff does not anticipate negative impacts from the showroom, office, display, or storage of art, nor from weekly chess/game club meetings at the Subject Property as these are relatively benign activities. However, the intended evening art events/receptions and/or chess/game tournaments could have detrimental impacts if not properly managed. Such impacts would come from loud on-site music, or from events running late with patrons talking in the parking areas or streets that audibly carries in the neighborhood to potentially disturb residences. As noted in this report (see above under 'Hours of Operation') staff proposes limiting the number of such events and the days and hours they can occur. Staff finds limited scale art gallery events/receptions and a limited number of chess tournaments to be acceptable at the Subject Property; provided that, as conditions of permit approval, 1) such events do not extend beyond 10:00 p.m. to reduce noise impacts to neighboring residential properties, 2) the Applicant be responsible for ensuring patrons do not loiter the neighborhood either during or after such events, and 3), any music provided during such events be of an acoustical and vibration level that does not carry beyond the confines of the building.

Stormwater Control:

The proposed use is of an existing building on a developed site, and the Applicant does not intend any construction or pavement improvements to the Subject Property. Therefore, stormwater control regulations do not apply to this application.

Water:

The Proposed Use qualifies as a Group I category low water use in accordance with the Monterey Peninsula Water Management District (MPWMD). The Proposed Use does not have any special water needs. The Subject Property and Applicant's Unit have credit based upon a Group I use; therefore, no additional water allocation is required. The permit should contain standard language stating that approval of the permit does not grant the Applicant and/or Subject Property's owner any right or privilege to any allocation of water from the City or other Agency.

Advisory Agencies:

Information on the proposed use was circulated to the City's advisory agencies. The Seaside County Sanitation District commented that the Applicant needs to confirm sewer service and billing type with the Monterey Regional Water Pollution Control Agency (MRWPCA). No other comments were received.

RECOMMENDATION

Staff recommends **APPROVAL** of the conditional use permit, authorizing the Applicant's art gallery with limited evening events at the Subject Property, per staff's recommended permit conditions.

Findings for Approval:

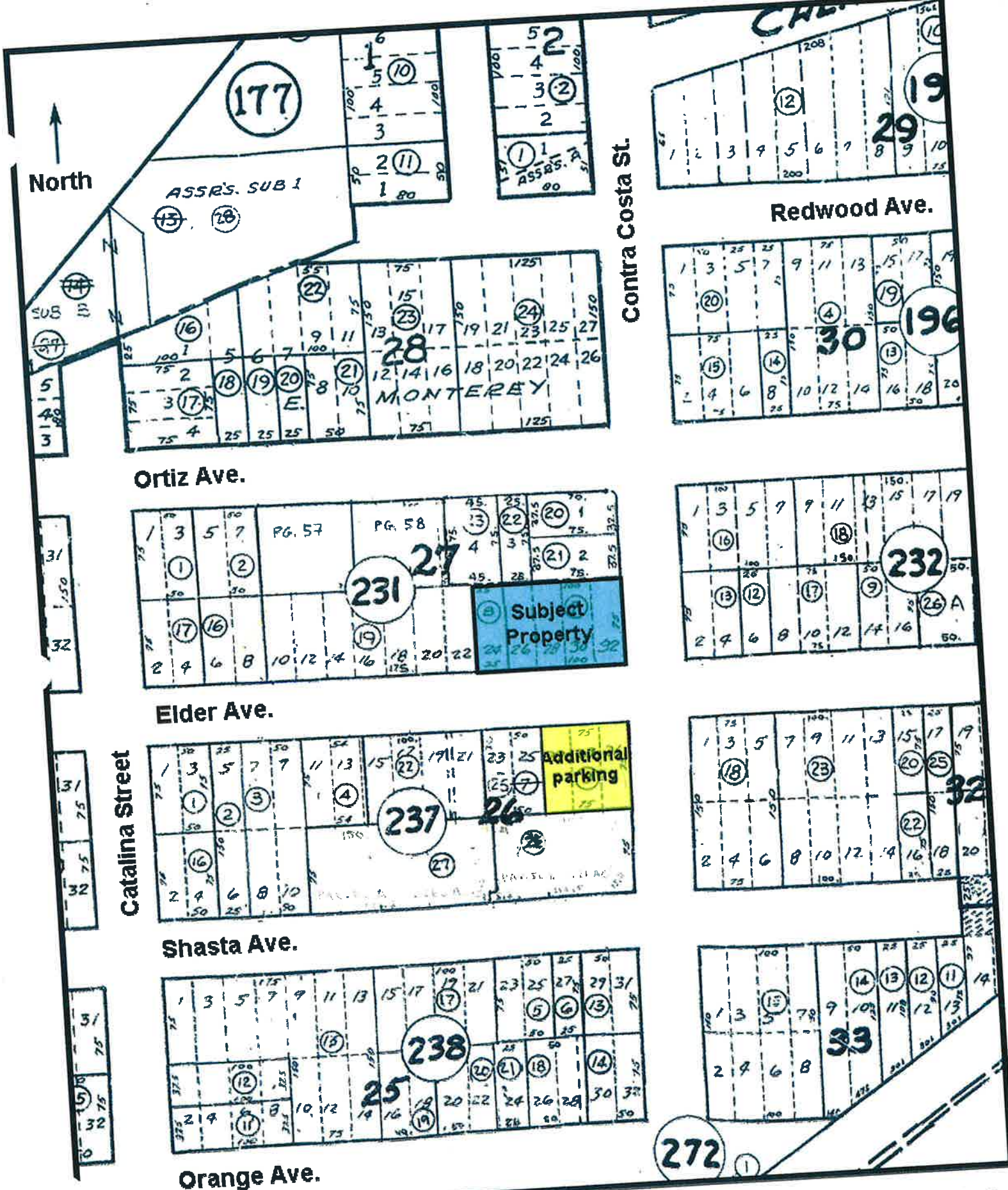
1. The Proposed Use, at the described scale and intensity and as conditioned, is compatible with the non-coastal Planned Mixed-Use (MU-P) zoning district and the existing neighboring land uses.
2. No allocation of water credit from Sand City is required for the Proposed Use at the Subject Property.
3. Adequate utilities are available to facilitate the Proposed Use.
4. Sufficient off-street parking is provided to accommodate the art gallery and accessory office and storage use. Additionally, the parking lot across Elder Avenue, under the same ownership as the Subject Property, can sufficiently accommodate limited evening hour art receptions/showings, chess/game tournaments, and small club meetings.
5. The Proposed Use of an existing commercial building/unit qualifies as a categorical exemption, under State CEQA Guidelines, Section 15301.
6. The Proposed Use is not anticipated to pose a public nuisance or impose any blighting influences, as conditioned, on the surrounding area or the City as a whole.

Exhibits:

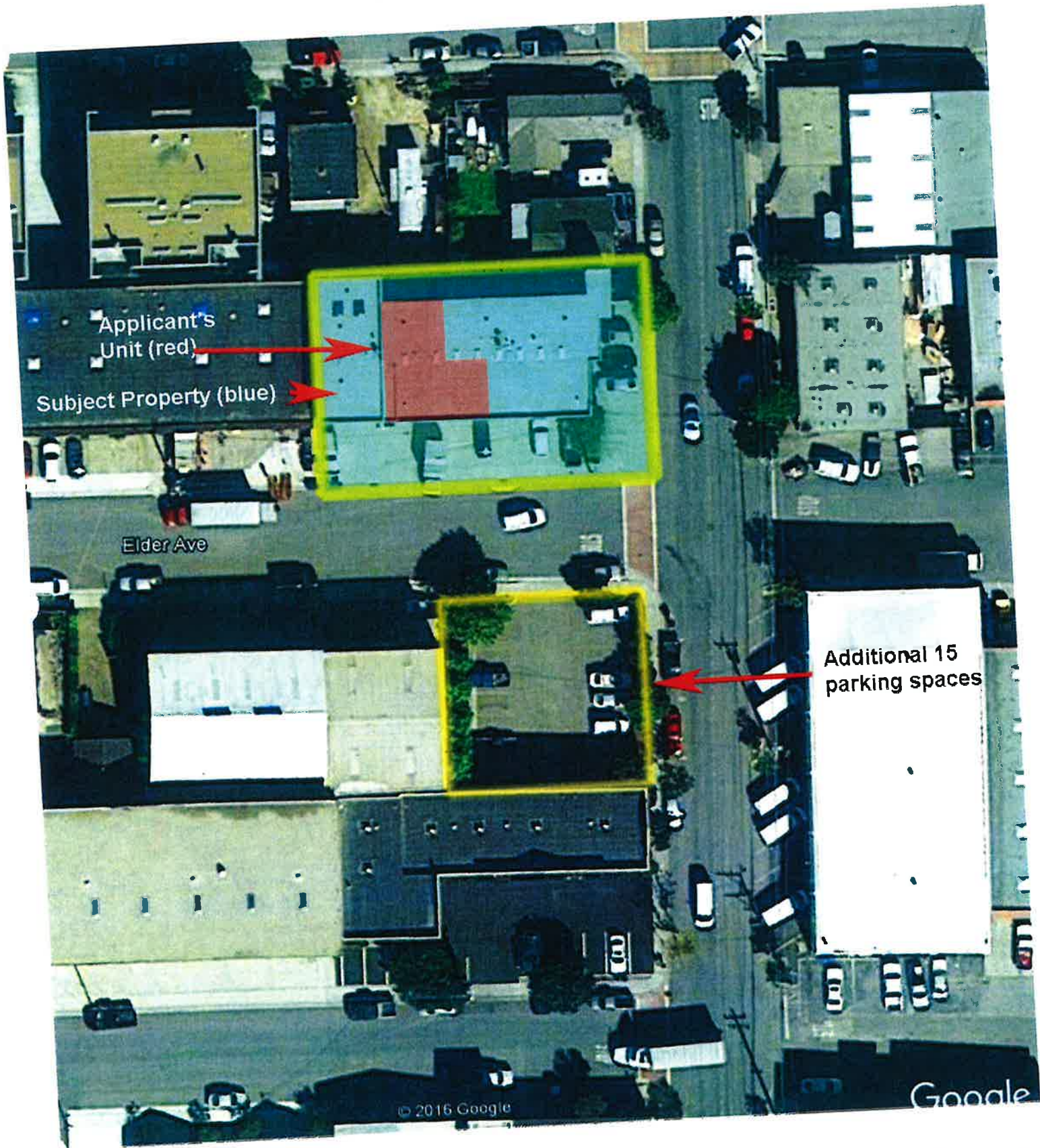
- A. Location Map
- B. Aerial Map
- C. Site Plan
- D. Floor Plan
- E. Site Photograph
- F. Applicant's Letter of Intent

Attachments:

- o Draft Resolution to approve a conditional use permit



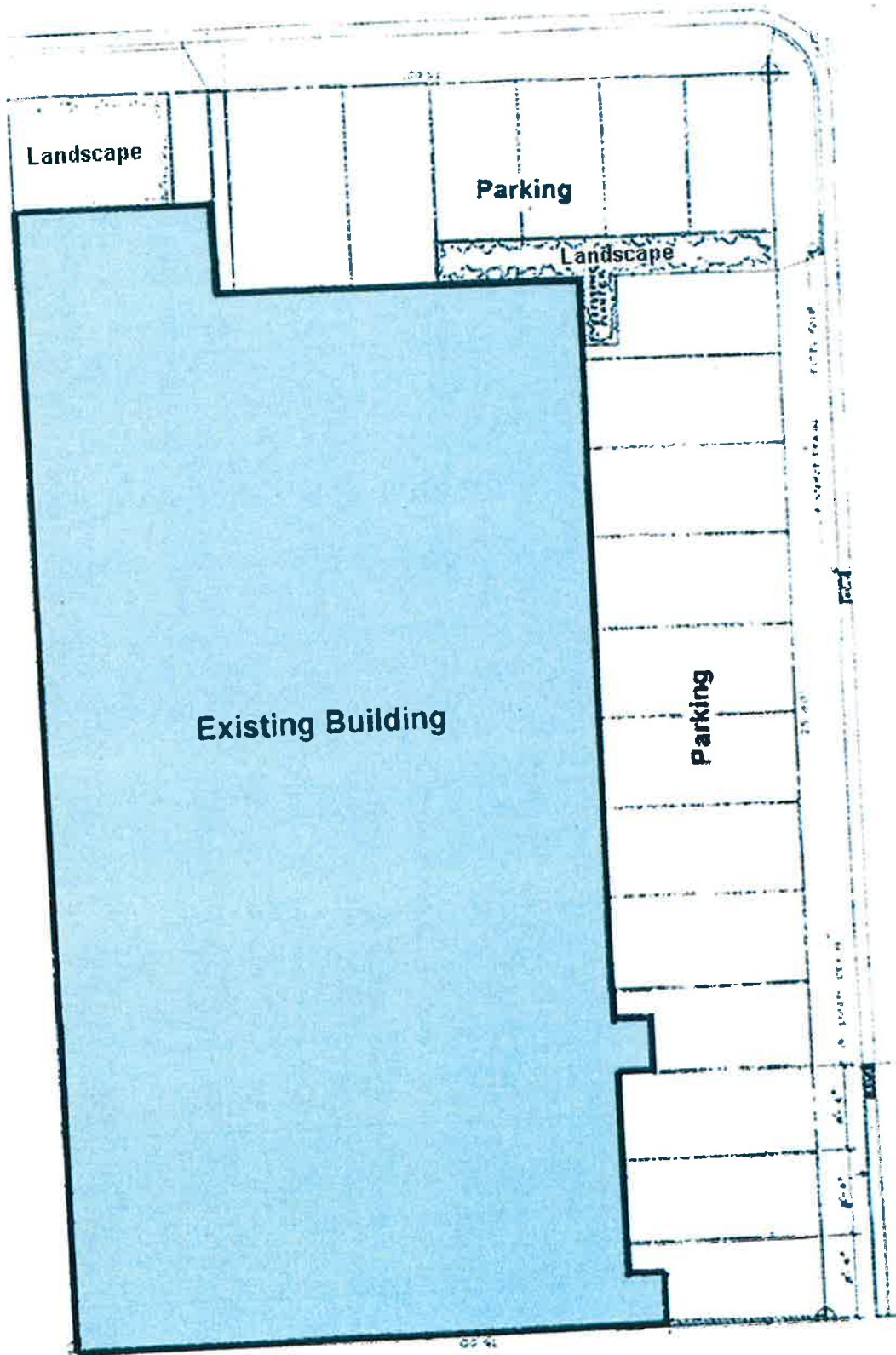
Location Map



Aerial Map

← North

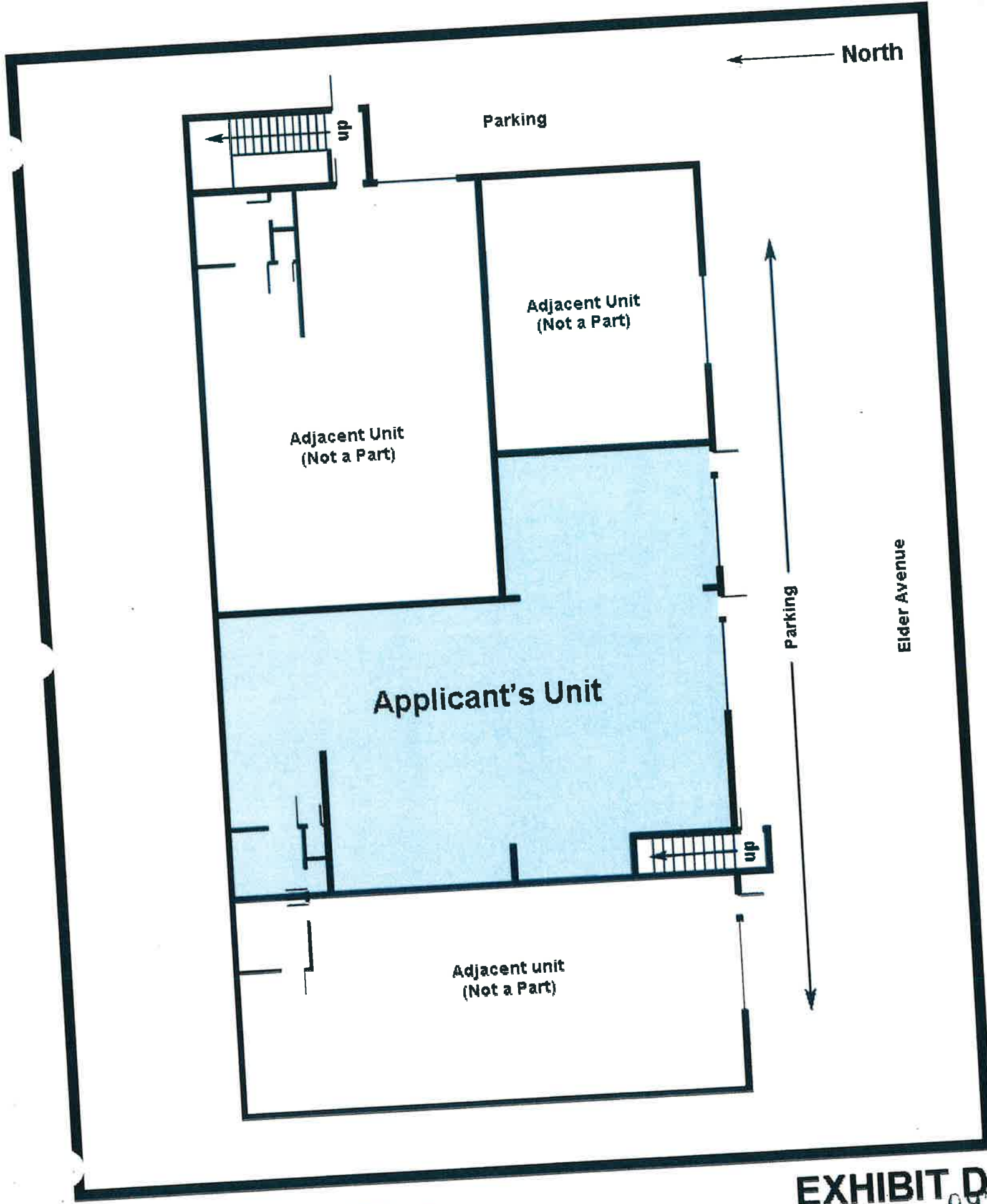
Contra Costa Street



Elder Avenue

Site Plan

EXHIBIT C
096



Building Floor Plan (Lower Level)

EXHIBIT D

09



Site Photographs

EXHIBIT E

May 3, 2017

To: Charles Pooler, Senior Planner, City of Sand City
From: Randall Swanson, Proprietor, Lysakov Art Company

Letter Of intent

Lysakov Art Company, Inc. plans to use the 495 Elder St warehouse space as a typical warehouse for art storage, and as an elegant art gallery where art can be displayed and sold.

The intended goal is to hold occasional art gallery evening art shows, which will be INVITATION ONLY, where wine and cheese is enjoyed, and soft music is played for ambiance.

We may possibly also use the space for an occasional venue for a United States Chess Federation rated and sanctioned chess tournament (no more than once a month). A chess tournament will run typically one day or one evening and have no more than 30 competitors on average, usually on a Saturday.

And, we might use the space for a Once-a-Week chess club gathering spot for a small local group of nerds who love to play competitive chess, and offer chess lessons.

There will be no more than 1 or 2 employees coming and going with no set hours of operation, since any PRIVATE ART SHOWINGS for individuals will be by appointment only.

Again, it's mainly art storage, and an occasion weekend evening art show by invitation.

Best,
Randall Swanson
President
Lysakov Art Company, Inc.

EXHIBIT F

099

CITY OF SAND CITY

RESOLUTION SC _____, 2017

**RESOLUTION OF THE CITY COUNCIL OF SAND CITY APPROVING
CONDITIONAL USE PERMIT 615 FOR RANDALL SWANSON
AUTHORIZING AN ART GALLERY WITH ACCESSORY OFFICE AND
STORAGE AT 495-B ELDER AVENUE**

WHEREAS, Randall Swanson (the "Applicant"), of Lysakov Art Company, submitted an application to the City of Sand City (the "City") for conditional use permit approval to establish and operate an art gallery with showings and sales by appointment and occasional evening events/receptions with accessory office and art storage (the "Proposed Use") within an existing commercial unit at 495-B Elder Avenue (portion of APN 011-231-007) in Sand City (the "Subject Property"); and

WHEREAS, the Proposed Use, at the described scale and intensity, is considered compatible with this mixed-use neighborhood and the General Plan land use and Zoning designations of the Subject Property; and

WHEREAS, existing on-site water credit for the existing commercial unit of the Subject Property is a Group I category in accordance with the regulations of the Monterey Peninsula Water Management District (MPWMD), which is sufficient to accommodate the proposed use, and no additional water allocation from the City is required; and

WHEREAS, the Proposed Use of an existing commercial building qualifies for a categorical exemption per the regulations of the CEQA (California Environmental Quality Act) Guidelines, Section 15301; and

WHEREAS, the City Council of the City of Sand City, on _____, 2017, has found and determined that the Proposed Use, as conditioned and restricted, will not adversely affect the character of the surrounding neighborhood, nor be injurious or detrimental to adjoining properties or the rights of the owners therein, and thus Conditional Use Permit (CUP) 615 shall be granted upon the conditions hereinafter set forth; and

WHEREAS, the Sand City City Council has accepted the findings for approving Conditional Use Permit 615 as outlined in the City Staff Report, dated May 18, 2017.

NOW THEREFORE, the City Council of the City of Sand City hereby grants and issues Conditional Use Permit (CUP) 615 upon the following terms and conditions:

1. Conditional Use Permit (CUP) 615 is not valid, and use of the Subject Property by the Applicant shall not commence unless and until two copies of the Resolution/Permit, signed by the permittee and the Subject Property's landowner, acknowledging receipt of the Permit and acceptance of the terms and conditions, is returned to the City's Planning Department.

2. Purpose: Conditional Use Permit (CUP) 615 is for the express purpose of authorizing an art gallery with showroom display and accessory office and storage at 495-B Elder Avenue (APN 011-231-007). The Gallery is authorized to conduct on-site art sales and limited scale art shows on the Subject Property within the confines of the Applicant's unit. The Applicant may also host limited scale chess/game tournaments & chess club meetings in accordance with the terms of CUP 615. There shall be no product manufacturing within the Applicant's unit on the Subject Property. There shall be no expansion to the scope or intensity of this operation beyond that use authorized by Conditional Use Permit 615, without either an amendment of said Permit or the issuance of a new conditional use permit.
3. Permit Amendment or Termination: If the Proposed Use approved by CUP 615 violates any term, condition, and/or requirement of said Permit, a public hearing may be scheduled for the City Council to consider either amending or revoking said Permit. The Applicant and Subject Property's owner shall be notified of any such public hearing, and provided an opportunity to address the City Council prior to any City Council action to amend or terminate CUP 615.
4. Hours of Activity: The permit authorized activities listed below shall only occur during the times and days as follows:
 - A. By appointment only 1-on-1 art viewing and sales shall only occur between the hours of 7:00 a.m. to 10:00 p.m. Monday through Friday, and 10:00 a.m. to 10:00 p.m. on Saturdays.
 - B. Invitation only evening art shows/events shall be conducted no more than once per month (excluding participation in the City's annual West End Celebration) and only during the evening hours of 6:00 p.m. to 10:00 p.m., Monday through Saturday.
 - C. Chess/Game tournaments shall occur no more than once per month, and only occur between the hours of 10:00 a.m. to 10:00 p.m. on Saturdays.
 - D. Chess Club meetings shall occur no more than once a week, and only occur between the hours of 10:00 a.m. to 10:00 p.m. Monday through Saturday.

Office activity on-site by employees, which does not pose a nuisance to neighboring tenants and/or properties or the public as a whole, may occur beyond the aforementioned hours provided the Applicant's unit is not accessible to the public.

5. Art Shows & Other Events: The Applicant shall limit the attendance of art shows, exhibits or any other Permit sanctioned social function within the Applicant's unit, either via invitation or walk-in patronage, as to not exceed the occupancy rating of the building and/or the Applicant's Unit as determined by California Building and Fire Codes per the interpretation of the City's building and/or fire inspectors. Evening art shows/events and Saturday Chess Tournaments are limited to no more than thirty (30) patrons at any one time. Chess club meetings shall be limited to no more than ten (10) persons at any one time. If attendance of such events imposes a public nuisance, the City Planning Department may further limit art shows,

exhibits, or other Permit sanctioned functions at the Planning Department's discretion. All food and/or beverages served on-site shall be in accordance with all applicable regulations and requirements of the Monterey County Health Department and/or the California Department of Alcohol Beverage Control. The Applicant shall be responsible for ensuring patrons and visitors do not loiter within the surrounding neighborhood either before, during or after such events. Any music provided during such events shall be of an acoustical and vibration level that does not carry beyond the confines of the Applicant's unit or the building as a whole.

6. Parking: A total of three (3) on-site parking spaces shall be maintained along the frontage of the Applicant's unit for the Applicant's use. The Subject Property's owner shall also allow the Applicant and patrons of the Applicant's Gallery and/or other uses sanctioned by CUP 615 to utilize other available parking spaces on the Subject Property and parking lot across Elder Avenue also under the same ownership.
7. Deliveries/Shipments: Any large trucks making deliveries/shipments to/from the Applicant at the Subject Property shall only park along Elder Avenue to conduct loading/unloading activities; and are hereby prohibited from conducting loading/unloading within the Contra Costa Street right-of-way. Furthermore, at least one (1) travel lane on Elder Avenue shall remain open during truck parking and loading/unloading activities. Deliveries via Federal Express, UPS or other such package delivery service in van trucks, with very short layover/delivery times and parking impact, are exempt from these requirements.
8. Storage: The storage of all materials, tools, equipment, inventory, and/or any other item associated with the Proposed Use at the Subject Property, shall be maintained within the building at all times, unless otherwise authorized by CUP 615. The placement of a self-contained portable storage unit/container on-site or at the parking lot across Elder Avenue, beyond the confines of the building, is hereby prohibited; whereby the need of the Applicant to do so shall be considered by the City as justification that the Proposed Use has expanded beyond the Subject Property's ability to sufficiently accommodate the Applicant's operation, and be sufficient reason for the City to terminate CUP 615.
9. Property Maintenance: The Subject Property shall be maintained in a clean, orderly, weed-free, and litter-free condition. There shall be no storage of waste material or debris outside the building, except as allowed by CUP 615. The Applicant and/or the Subject Property's owner shall be responsible for maintenance and upkeep of the Applicant's leased area for the duration of the Project's occupation of the Subject Property.
10. General Waste: Trash, litter, boxes, crates, pallets, debris, or other used and/or discarded materials generated/used by this operation shall be stored in an appropriate waste collection bin or dumpster. Any and all trash collection bins and/or dumpsters utilized by the Applicant and the Proposed Use shall either be

maintained within the Applicant's unit or within a City approved trash enclosure. Bins and/or dumpsters shall not be placed or stored outside unscreened except on designated trash collection days.

11. Signs: Any sign on the exterior of the building, or anywhere on the Subject Property, identifying the Proposed Use, as approved, at the Subject Property, shall be reviewed and approved by the Sand City Design Review Committee (DRC) prior to the establishment of any such sign. The Applicant shall not place any free-standing sign anywhere within City limits without the City Planning Department approval.
12. Water: Issuance of CUP 615 does not grant the Applicant and/or the Subject Property's owner any right or privilege to any allocation of water from the City or other entity. The Proposed Use, as authorized by CUP 615 shall be limited to those water credits currently available to the Subject Property, in accordance with the regulations of the Monterey Peninsula Water Management District (MPWMD).
13. Water Runoff: The Applicant and/or the Proposed Use, and the employees and patrons thereof, shall not create water run-off within the City in accordance with Chapter 13.05 of the Sand City Municipal Code regarding Storm Water Management. The Applicant is prohibited from washing dust, debris, or particulate into the street, storm drain, and/or sewer system. There shall be no washing of vehicles on the Subject Property or within any public street in Sand City.
14. Local/Regional Compliance: All requirements of the City's contracted Building and Fire Departments, the City Engineer, the Seaside County Sanitation District, the Monterey Regional Water Pollution Control Agency (MRWPCA), and Monterey County Health Department, shall be implemented to the satisfaction of each department. Police Department requirements pertaining to security, street parking, public safety, crowd control, and overall law enforcement shall be implemented to the satisfaction of the City's Police Department.
15. Air District: The Applicant shall be responsible for complying with applicable rules and regulations of the Monterey Bay Unified Air Pollution Control Agency. Failure to comply shall be sufficient grounds for City termination of CUP 615.
16. Nuisance: Use of the Subject Property shall be conducted in such a way that it does not constitute a nuisance to neighboring units, properties, and/or the general public. The Applicant shall be considered responsible for the impacts created by the Proposed Use's operation and activities. The Applicant shall implement all mitigation necessary to inhibit any noise, vibration, dust, odors, overflow parking, blighted appearance, and/or other negative impacts that the Applicant's operation may or will generate. If the City Council finds at any time that any use by the Applicant's operation of the Subject Property constitutes a nuisance, or is otherwise detrimental to the neighborhood or to the community, such use shall be discontinued or modified as may be required by the City. Failure to effectively implement mitigation required by this Permit, or other direction/notification by the

City deemed necessary to abate negative impacts generated by the proposed use, may be adequate grounds for the City to amend or terminate CUP 615. Failure to comply with such direction may result in the amendment or revocation of CUP 615.

17. Violation/Termination: If the City determines that the Applicant and/or the Applicant's Use has violated any term or condition of CUP 615, and/or use of the Subject Property by the Applicant constitutes a nuisance or is otherwise detrimental to the neighborhood or the community, written notice shall be issued, that if such violation is not corrected or removed within a specified time, a public hearing may then be scheduled where the City Council may consider amending or revoking CUP 615, and may then order said Permit amended or revoked. The Applicant and owner of the Subject Property shall be notified of any such public hearing, and provided an opportunity to address the City Council prior to any action by the City Council to amend or terminate said Permit.
18. Interpretation: Any question of intent or interpretation regarding any condition within CUP 615 shall be resolved by the Sand City Planning Department staff and/or the City Administrator.
19. The issuance of CUP 615 shall not supersede or override any requirements of any other City, County, State, or Federal agency.
20. Indemnification: To the extent permitted by law, the Applicant shall indemnify and hold harmless the City, its City Council, its officers, employees, and agents (the "indemnified parties") from and against any claim, action, or proceeding brought by a third party against the indemnified parties and the Applicant to attack, set aside or void, any permit or approval authorized hereby for the Applicant, including (without limitation) reimbursing the City for its actual attorney's fees and costs incurred in defense of the litigation. The City may, in its sole discretion, elect to defend any such action with attorneys of its own choice.
21. Business License: The Applicant shall acquire, maintain, and annually renew a Sand City business licence for the duration of the Applicant's business operation within Sand City. Failure to maintain a City business license may be sufficient grounds for termination of CUP 615.

PASSED AND ADOPTED by the City Council of Sand City this ____ day of June, 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Signatures continued on following page...

Signatures continued from previous page.

APPROVED:

ATTEST:

Mary Ann Carbone, Mayor

Linda K. Scholink, City Clerk

This is to certify that the CUP 615 contains the conditions specified by the City Council in approving the Permit.

Charles Pooler, City Planner

APPLICANT ACCEPTANCE (CUP 615)

The Conditional Use Permit is hereby accepted upon the express terms and conditions hereof, and the undersigned agrees to strictly conform to and comply with each and all of the said terms and conditions.

DATED: _____

BY: _____
Applicant

CONSENT OF OWNER (CUP 615)

Consent is hereby granted to the permittee to carry out the terms and conditions of this Conditional Use Permit.

DATED: _____

BY: _____
Property Owner

AGENDA ITEM

8B

CITY OF SAND CITY

STAFF REPORT

MAY 30, 2017
(For City Council Review on June 20, 2017)

TO: Mayor and City Council
FROM: Charles Pooler, City Planner
SUBJECT: Conditional Use Permit Application for Aaron Valdez

BACKGROUND

An application for a conditional use permit was submitted by Aaron Valdez (the "Applicant") to establish an upholstery workshop (the Proposed Use) within a 1,375 square foot unit of an existing commercial building at 352-B Orange Avenue (portion of APN 011-254-010) in Sand City (the "Subject Property"). The Applicant will provide upholstery services for a multitude of items, including furniture, canopies, tents, wetsuits, seatbelts, restaurant booths, seats, sails, and shoes. The site has a zoning designation of Planned-Mixed Use (MU-P) and a General Plan land use designation of Mixed-Use (MU-D). A conditional use permit is required for all new commercial uses within the MU-P zoning district. The intended use at the subject property qualifies as a categorical exemption, under State CEQA (California Environmental Quality Act) Guidelines, Section 15301.

Site Description:

The Subject Property has a 1-story commercial building divided into four units; each unit at 25-feet wide and 55-feet deep, with 2 units fronting Orange Avenue and 2 units fronting Olympia Avenue. All units have roll-up doors opening to the street, but there is no access in between units. The Applicant's unit has been previously used for warehousing and various manufacturing operations. Utilities (i.e. gas, electric, water, sewer, etc.) are available to the building and street improvements (i.e. curb, gutter, sidewalk, drive-apron, etc.) are in fair condition along the Subject Property's Orange Avenue frontage.

DISCUSSION

Project Description:

The Applicant intends to establish and operate an upholstery workshop with accessory office and storage at the Subject Property. The Applicant will service or produce a multitude of items, including furniture, canopies, tents, wetsuits, seatbelts, restaurant booths, seats, sails, and shoes, depending upon client needs. Vehicles may be brought in on occasion for wrapping steering wheels, re-upholstering car seats, or fixing convertible tops. Vehicle upholstery work/service will be by scheduled appointment only. The Applicant will perform upholstery services both on-site and at customer locations. The

Applicant will be the primary person on-site, but may occasionally have one assistant as needed. There will be only one (1) sewing machine on-site. Weekly shipments to the Subject Property are anticipated via Fed-Ex, UPS, USPS, or similar service. No large truck deliveries are intended. Materials are usually ordered as needed for specific jobs, and on-site material inventory storage will be minimal.

Land Use: The Subject Property has a General Plan land use and Zoning Map designation of "Mixed-Use". Section 18.13.040.C of the City's Zoning Ordinance lists 'light manufacturing' as an allowable use subject to the issuance of a conditional use permit, pending review of potential impacts upon a mixed residential/commercial neighborhood. The type and scale of upholstery activity described by the Applicant does meet the definition of 'light manufacturing'. Even though the Applicant states that he will conduct upholstery of vehicles, it is described as occasional and secondary to other anticipated upholstery services. Staff recommends the permit restrict the Applicant's operation to servicing no more than one (1) vehicle on-site at any one time, and that any vehicle that must remain on-site overnight only be stored/parked inside the building.

Hours: The Applicant's intended hours of operation are from 8:00 a.m. to 7:00 p.m. Monday through Friday, and no weekend hours were identified. Staff recommends the standard business hours applied to other businesses be required of this use, to operate only between 7:00 a.m. to 6:00 p.m. Monday through Friday and 10:00 a.m. to 5:00 p.m. on Saturdays with no operation on Sundays or City recognized holidays. This is a slight shift from the Applicant's stated times. Office activity beyond these hours is allowable as office activity has little impact provided the site is closed to the public.

Parking: The Applicant's light manufacturing use will occupy 1,375 square feet, which will require two (2) on-site parking spaces (rounded up from 1.9 spaces), based upon a 1/700 parking ratio. The Orange Avenue frontage can provide five parking spaces split between the two units fronting Orange Avenue. There is adequate on-site parking for the Applicant to satisfy zoning code requirements.

Company Vehicles: The Applicant states that he has one pickup-truck, one classic car, and one small car that will either be maintained within the building or go home during non-business hours. Any permit issued for the Applicant should require the Applicant's personal vehicles and/or company vehicles stored at the Subject Property be parked inside the building during non-business hours. The permit should also include the standard language prohibiting street parking of trailers and equipment either in the Subject Property's parking area or within any public street/right-of-way (see Permit Condition Nos. 5 & 6).

Shipments/Deliveries: Weekly shipments to the Subject Property are anticipated via Fed-Ex, UPS, USPS, or similar service. No large truck deliveries are intended. The temporary parking of UPS, FedEx, or similar delivery service vehicles making quick deliveries/pick-ups will not require layover times that would be detrimental to

the public traversing this block of Orange Avenue. The permit should restrict all deliveries/shipment to only occur during permit authorized operational hours.

Storage: Materials for upholstery work is ordered on an "as needed" basis for projects with little material storage on-site. The permit should include language prohibiting the outside storage of materials, equipment, and/or items produced. It should also prohibit the placement of storage containers in the driveway/parking area, which is a growing trend for uses outgrowing their space. If the Applicant needs to place a storage container on-site to accommodate his operation, then that would indicate that this operation has outgrown the site's ability to accommodate the Proposed Use.

Trash Enclosure: The Subject Property does not provide an enclosure for trash receptacles. Therefore, trash bin(s) or dumpster(s) should only be maintained within the building. The permit should include the standard requirement prohibiting the outside/unscreened storage of debris, pallets, waste, etc beyond the confines of the building or a City approved trash enclosure.

Impacts: Staff is not anticipating negative impacts from the Applicant's workshop, provided that all storage is maintained within the building and that the operation be limited to servicing no more than one vehicle on-site at any one time. The scale of operation is not anticipated to generate excessive levels of noise, vibrations, odors, fumes, or the like. Therefore, this use is not anticipated to pose a nuisance to the general public or surrounding neighborhood or properties.

Signs: The Applicant intends to install a commercial sign at the Subject Property sometime in the future. Establishment of any commercial sign(s) on the Subject Property requires Design Review Committee (DRC) review and approval in the issuance of a sign permit before installation. Staff recommends the permit contain language to that effect.

Water: The Applicant's manufacturing business qualifies as a Group I category water user in accordance with the Monterey Peninsula Water Management District (MPWMD) regulations. The site has water credit based upon a Group I use; therefore, no additional water credit is required. The permit should contain standard language stating that approval of the permit does not grant the Applicant and/or the Subject Property's owner any right or privilege to any allocation of water credit.

Stormwater Control: The Proposed Use is of an existing building on a developed site, and the Applicant does not intend any construction or pavement improvements to the Subject Property. Therefore, stormwater control regulations do not apply to this application.

Advisory Agencies: Information on the Proposed Use was circulated to the City's advisory agencies. The

Monterey County Health Department expressed no concerns with the Proposed Use. The Seaside County Sanitation District stated that the Applicant is to contact the Monterey Regional Water Pollution Control Agency (MRWPCA) to confirm sewer service billing is established for the business; and that the discharge of hazardous materials or waste into the sanitary sewer system is prohibited. No other comments were received at the time of this report.

STAFF RECOMMENDATION

Staff recommends **APPROVAL** of a conditional use permit for the Applicant, with the conditions/restrictions proposed by staff as discussed in this report.

Findings:

1. The Proposed Use, at the intended scale, is compatible with the Planned Mixed-Use (MU-P) zoning, provided the Applicant abides by the permit conditions.
2. The Subject Property provides sufficient on-site parking for the Proposed Use, as conditioned.
3. No allocation of water is required for the Proposed Use.
4. Adequate utilities are available to facilitate the Proposed Use.
5. Negative impacts are not anticipated from the Proposed Use, due to its limited scale, provided the Applicant abides by the conditions of approval for the conditional use permit.
6. The Proposed Use of an existing commercial building qualifies as a categorical exemption, under State CEQA Guidelines, Section 15301.

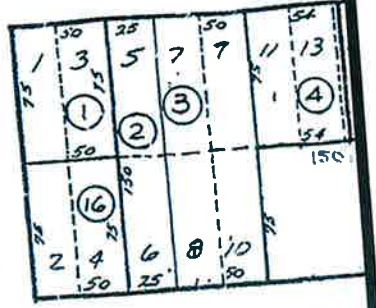
Exhibits:

- A. Location Map
- B. Aerial Map
- C. Site Plan
- D. Floor Plan
- E. Sewing Machine Picture

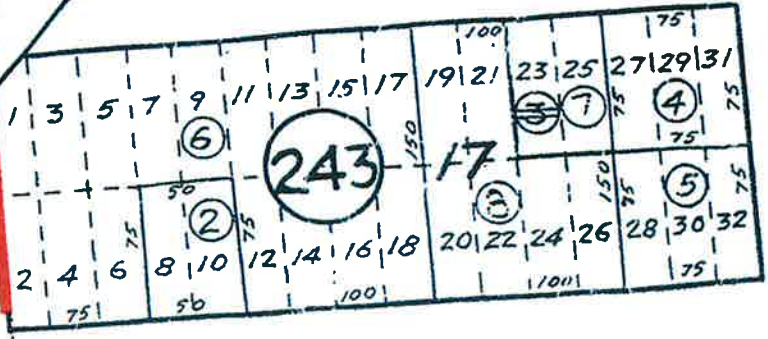
Attachments:

- Draft Resolution to approve the conditional use permit (CUP)

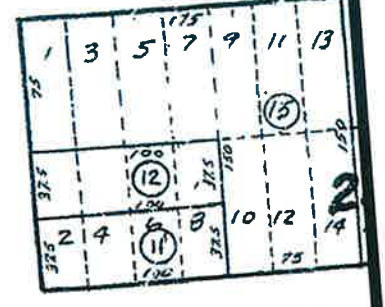
ELDER AVE.



CATALINA ST.



SHASTA AVE.

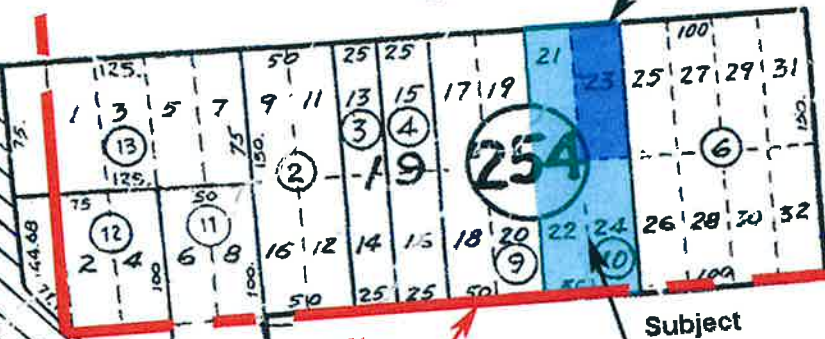


ORANGE AVE.



Applicant's Unit

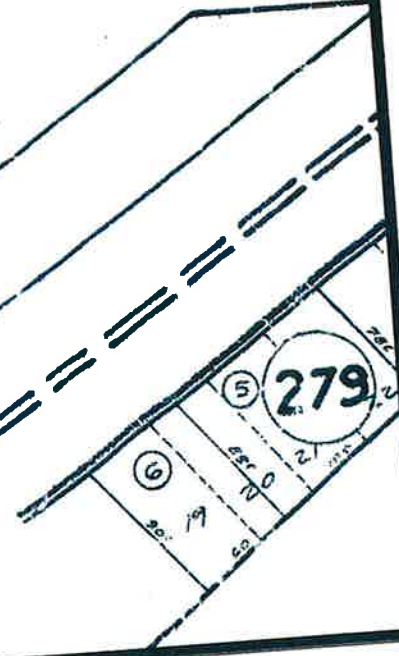
8



Subject Property

City Limit

OLYMPIA AVE.



ROBERTS AVE.

EXHIBIT A

Location Map

LAND REDEVELOPMENT PAGE 56

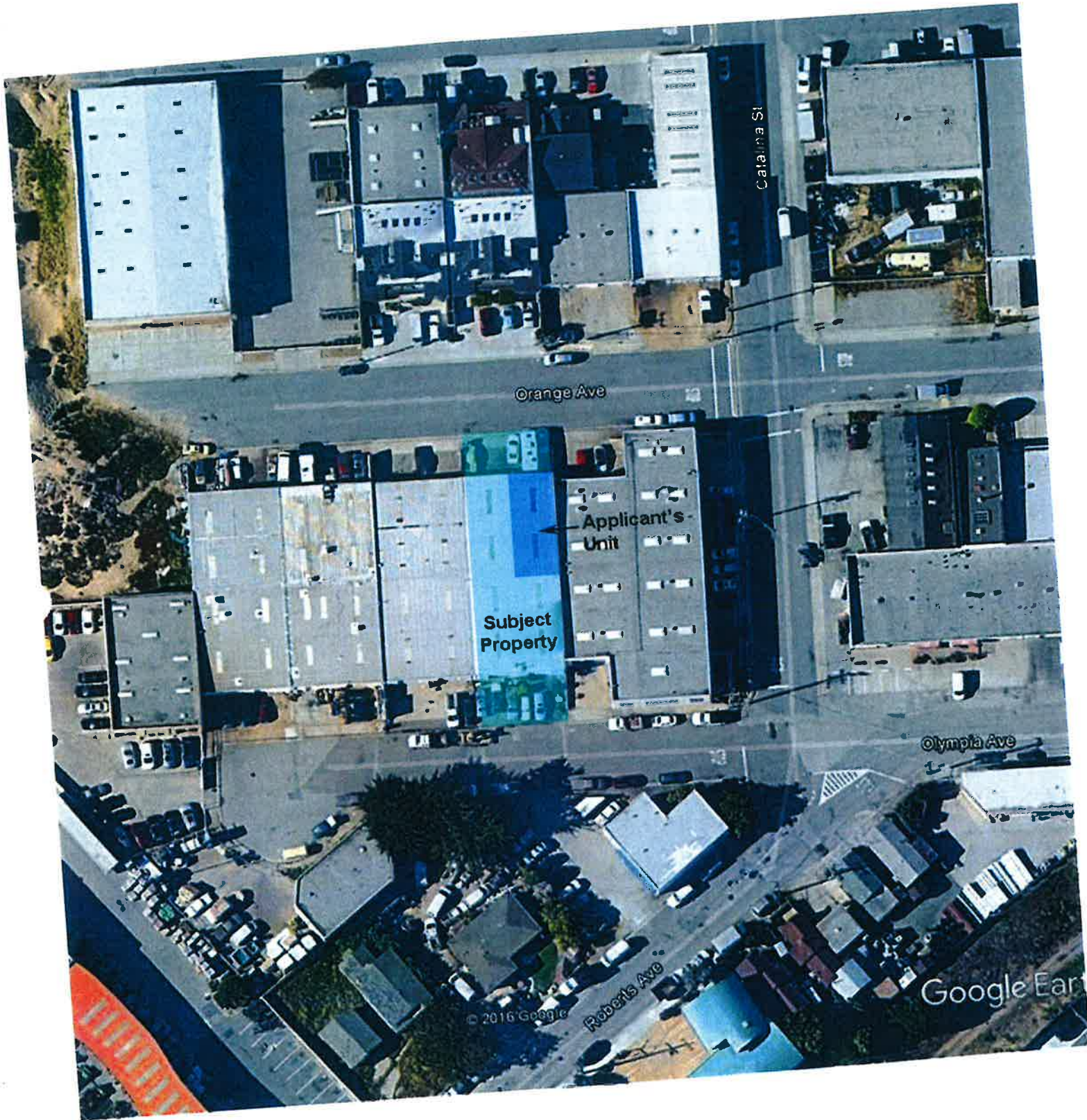
252

253

254

29

279



Aerial Map

EXHIBIT B

Orange Avenue

Property Line
APN 011-254-010

Parking

20'

Applicant's
Unit

1,375 sq.ft.

55'



25'

25'

Parking

City Limit

Olympia Avenue

Site Plan

EXHIBIT C

1



Adjacent Unit
(Not a Part)

Adjacent Unit
(Not a Part)

Adjacent Unit
(Not a Part)

Roll-Up Door

Cabinet

Shelves

Sewing
Table

Office
9'7"

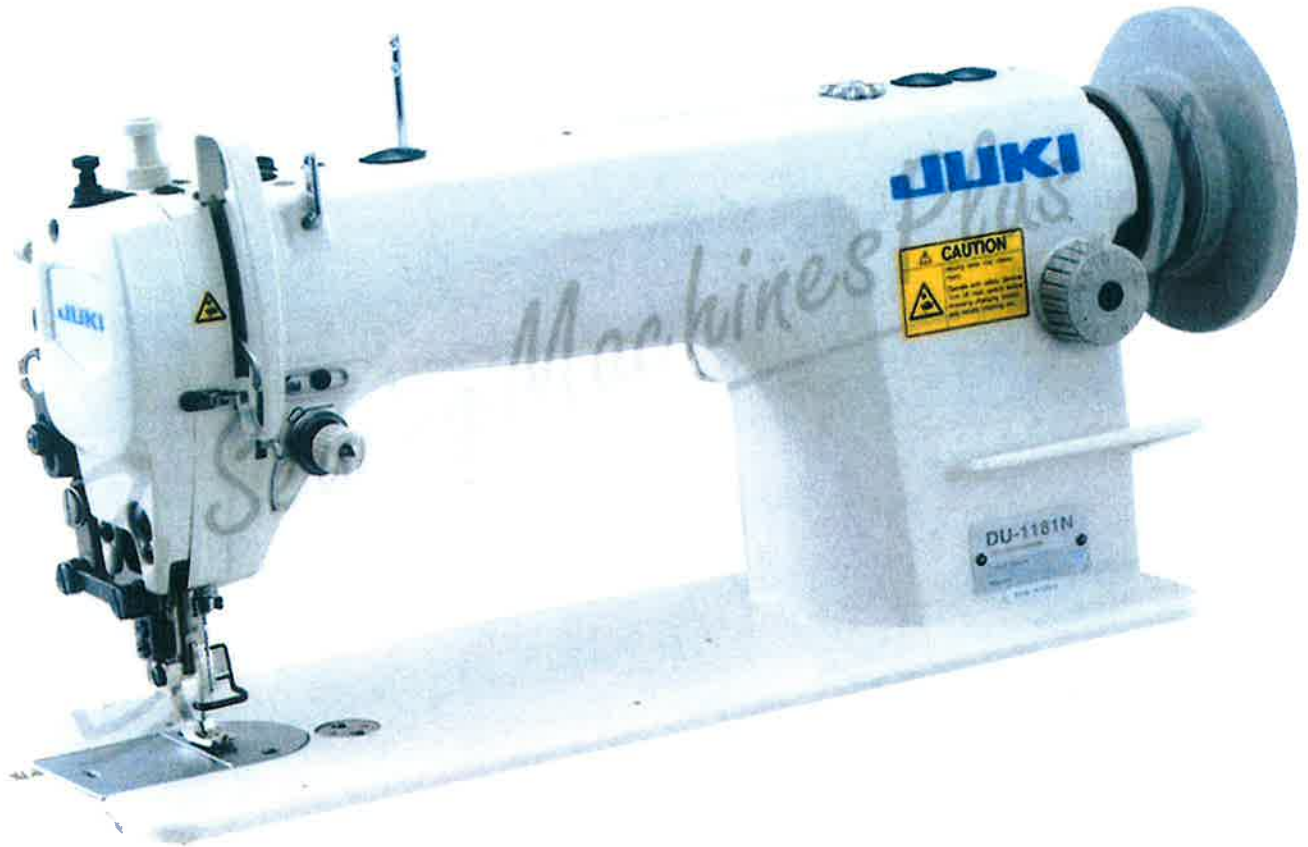
Restroom
8'X7'

55'-0"

25'-0"

Floor Plan

EXHIBIT D
1



The Applicant will have one sewing machine on site, similar to the model shown above.

Equipment

EXHIBIT E

CITY OF SAND CITY

RESOLUTION SC _____, 2017

RESOLUTION OF THE CITY COUNCIL OF SAND CITY APPROVING
CONDITIONAL USE PERMIT 616 FOR AARON VALDEZ TO OPERATE AN
UPHOLSTERY WORKSHOP AT 352-B ORANGE AVENUE

WHEREAS, Aaron Valdez (the "Applicant") submitted an application to the City of Sand City (the "City") for conditional use permit approval to utilize a 1,375 square foot unit within an existing commercial building at 352-B Orange Avenue (portion of APN 011-254-010) in Sand City (the "Subject Property") to operate an upholstery workshop (the "Proposed Use"); and

WHEREAS, the Applicant's Use, as conditioned and at the described scale and intensity, is considered compatible with the current Planned Mixed-Use (MU-P) zoning and Mixed-Use Development (MU-D) General Plan designations of the Subject Property; and

WHEREAS, the Applicant's Use of the Subject Property within the building, will not require an allocation of water from the City to the Subject Property under the current regulations of the Monterey Peninsula Water Management District (M.P.W.M.D.); and

WHEREAS, the Applicant's Use of the Subject Property qualifies as a Categorical Exemption under CEQA (California Environmental Quality Act) Guidelines, Section 15301; and

WHEREAS, the City Council of the City of Sand City, on _____, 2017, has found and determined that the Proposed Use of an upholstery workshop on the Subject Property, as identified by the Applicant and appropriately conditioned by Conditional Use Permit 616, will not adversely impact the character of the surrounding neighborhood, nor be injurious or detrimental to adjoining properties or the rights of the owners therein, and thus Conditional Use Permit (CUP) 616 shall be granted upon the conditions hereinafter set forth; and

WHEREAS, the City Council of the City of Sand City has accepted the findings for approving Conditional Use Permit (CUP) 616 as outlined in the City staff report, dated May 30, 2017.

NOW THEREFORE, the City Council of the City of Sand City hereby grants and issues Conditional Use Permit (CUP) 616 upon the following terms and conditions:

1. Conditional Use Permit (CUP) 616 is not valid, and the Applicant's Use of the Subject Property shall not commence unless and until two copies of the Resolution/Permit, signed by the permittee and the Subject Property's owner, acknowledging receipt of the Permit and acceptance of the terms and conditions, is returned to the City's Planning Department. Failure to return said signed/executed document may be grounds for City termination of said Permit.

2. Purpose: Conditional Use Permit (CUP) 616 is for the express purpose of authorizing an upholstery workshop within an approximate 1,350 square foot commercial unit of an existing commercial building at 352-B Orange Avenue (portion of APN 011-254-010); subject to the terms and conditions specified in CUP 616. The Applicant is limited to servicing and storing no more than one (1) client motor vehicle on the Subject Property at any one time. Residential occupancy of the Subject Property is prohibited and a direct violation of CUP 616. There shall be no expansion to the scope or intensity of the Applicant's Use beyond that as authorized by CUP 616 without either an amendment of said Permit or the issuance of a new land use entitlement permit.
3. Hours of Operation: Authorized hours of operation are 7:00 a.m. to 6:00 p.m. Monday through Friday and 10:00 a.m. to 4:00 p.m. on Saturdays. There shall be no operation beyond those hours or on Sundays and/or City recognized public holidays. Office activity on-site by the Applicant may extend beyond the aforementioned hours provided that the site is not open to the public. All shipping/receiving and/or loading/unloading activities associated with the Proposed Use at the Subject Property shall only occur within the aforementioned permitted hours of operation.
4. On-Site Parking: A minimum of two (2) on-site parking spaces, along the building's Orange Avenue frontage, shall be maintained on the Subject Property for the Applicant's use. On-site parking spaces shall not be used for any purpose that impedes vehicle parking, with exception to on-site loading/unloading activities. It shall be the Subject Property owner's responsibility to maintain these spaces for the Applicant. Failure to maintain these spaces for parking shall be sufficient reason for the City to terminate CUP 616. Double parking or large truck parking that encroaches into the public right-of-way by the Applicant's Use in front of the building, or elsewhere in the City, is prohibited. The Applicant is prohibited from parking any non-operational vehicles on the Subject Property.
5. Company Vehicle Parking: Company vehicles and equipment shall only be stored/parked inside the building during non-business hours (see Condition No. 3). The Applicant may park in the driveway in front of his shop during Permit authorized operational hours provided said vehicle(s) does (do) not encroach into the public right-of-way (including sidewalk/driveway apron). The Applicant shall not park and/or store any towing trailer outside the building on the Subject Property or within any City public right-of-way.
6. Truck & Trailer Street Parking: In accordance with Municipal Code Chapter 10.08, the Applicant shall not park or store trucks, trailers, or other large vehicles, as listed in Chapter 10.08, within any street or along any curb at any time unless actively involved with loading/unloading or otherwise has a valid City issued annual parking permit. Violation of this condition may result in the issuance of a citation in accordance with Municipal Code Chapter 10.08.

7. Loading/Unloading: All loading/unloading of any item associated with the Proposed Use of the Subject Property shall only occur during Permit authorized hours of activity (see Condition No. 3). Large flat bed and trailer trucks making deliveries to the Subject Property shall only utilize the 300 block of the Orange Avenue right-of-way in front of the Applicant's unit for loading/unloading activities, for a period not to exceed one (1) hour, provided that one travel lane of Orange Avenue remains opened during that entire time. Deliveries/shipments by services such as Federal Express, UPS, or other similar services, with short term drop-off/pick-up times of less than a few minutes are exempt from this restriction.
8. Manufacturing & Sales: All production, office, and sales activity shall be maintained within the building at all times, and shall not utilize the parking area along the front of the building. All materials and equipment for the Applicant's Use shall be maintained within the building at all times. During times of excessive noise generation by the Proposed Use, the roll-up door shall be closed. Any materials stored/used on-site, that may pose a hazard, shall comply with all requirements of the Monterey County Health Department and the City's Fire Department. If the Applicant utilizes and maintains an air compressor on the property, it shall be maintained within the building at all times. Said air compressor shall be electric powered and not gas/fuel powered. During non-business hours, said air compressor shall be turned off to prevent automatic re-pressurization during non-business hours.
9. Storage: All materials, parts, tools, equipment, packaging, pallets, and/or any other item associated and/or manufactured by this operation, shall be stored within the Applicant's unit at all times, and are prohibited from being stored on-site beyond the confines of the building. There shall be no outside storage at any time. The placement of a self-contained portable storage unit on-site, beyond the confines of the building, is hereby prohibited; and the need of the Applicant to do so shall be considered by the City as justification that this operation has expanded beyond the Subject Property's ability to sufficiently accommodate the Applicant's operation; and thus be sufficient reason for the City to terminate CUP 616.
10. Property Maintenance: The Subject Property shall be maintained in a clean, orderly, weed-free, and litter-free condition. There shall be no storage of waste material or debris on-site, except as allowed by CUP 616. The Applicant and/or the Subject Property's owner shall be responsible for maintenance and upkeep of the Applicant's leased area for the duration of the allowed use.
11. Signs: Any sign on the exterior of the building, or anywhere on the Subject Property, identifying the Applicant's Use at this location, shall be reviewed and approved by the Sand City Design Review Committee (DRC) prior to the establishment of any sign at the Subject Property. The Applicant shall not place any free-standing sign anywhere within City limits without City Planning Department approval.
12. General Waste: Trash, litter, boxes, crates, pallets, debris, or other used and/or discarded materials generated/used by this operation shall be stored in an appropriate

- waste collection bin or dumpster. Except on a designated trash collection day, said bin(s) or dumpster(s) shall be maintained either within the building or within a City approved enclosure on the Subject Property. An enclosure may be established on the Subject Property only after approval by the City's Planning Department. The Applicant shall implement recycling as part of this operation's regular routine when feasible.
13. Hazardous Waste: Any and all hazardous materials and/or waste used/generated by the approved use shall be legally stored and disposed of in accordance with the regulations of Sand City, the County of Monterey, and the State of California. The Applicant shall concede to any direction of the City's Fire Department in the storage and/or handling of hazardous materials on the Subject Property. Any illegal storage, dumping and/or disposal shall be adequate grounds for termination of CUP 616.
 14. Water Runoff: The Applicant's Use shall not create water run-off within the City in accordance with Chapter 13.05 of the Sand City Municipal Code regarding Storm Water Management. There shall be no washing of vehicles on the Subject Property.
 15. Water: Issuance of CUP 616 does not grant the Applicant and/or Subject Property's owner any right or privilege to any allocation of water from the City of Sand City or other entity. The Applicant's Use shall be limited to that water credit currently available to the Subject Property, in accordance with the regulations of the Monterey Peninsula Water Management District (MPWMD).
 16. Local/Regional Compliance: All requirements of the City's contracted Building and Fire Departments, the City Engineer, the Sand City Code Enforcement officer(s), the Seaside County Sanitation District, the Monterey Regional Water Pollution Control Agency, and Monterey County Health Department, shall be implemented to the satisfaction of each department and inspector thereof. Police Department requirements pertaining to security, street parking, code enforcement, and law enforcement shall be implemented to the satisfaction of the City's Police Chief.
 17. Fire Department: The Subject Property shall be available and open for Fire Department and/or City code enforcement safety inspections. Failure to comply with Fire Inspector and/or code enforcement requirements may be sufficient grounds City issuance of a 'Cease and Desist' order for closure of the Applicant's use, and/or City termination of CUP 616.
 18. Nuisance: The Applicant's Use of the Subject Property shall be conducted in such a way that it does not constitute a nuisance to surrounding properties or occupants thereof. The Applicant shall be considered responsible for the impacts created by the Proposed Use and Applicant's activities. The Applicant shall implement all mitigation necessary to inhibit any noise, vibration, dust, odors, overflow parking, and/or other negative impacts that this operation may or will generate. If the City Council finds at any time that any use of the property constitutes a nuisance, or is otherwise detrimental to the neighborhood or to the community, such use shall be discontinued or modified as may be required by the City. Failure to effectively implement mitigation

required by this Permit, or other direction/notification by the City deemed necessary to abate negative impacts generated by the Proposed Use, may be adequate grounds for the City to amend or terminate CUP 616. Failure to comply with such City direction may result in the amendment or revocation of CUP 616.

19. Violation/Termination: If the City determines that any term or condition of CUP 616 has been violated, and/or use of the Subject Property constitutes a nuisance or is otherwise detrimental to the neighborhood or the community, written notice shall be issued to the Applicant, that if such violation is not corrected or removed within a specified time, a public hearing may then be scheduled where the City Council may consider amending or revoking CUP 616, and may then order said Permit amended or revoked. The Applicant and the Subject Property's owner/manager shall be notified of any such public hearing, and provided an opportunity to address the City Council prior to any action by the City Council to amend or terminate said Permit.
20. Interpretation: Any questions of intent or interpretation regarding any condition within CUP 616 shall be resolved by the City's Planning Department.
21. The issuance of CUP 616 shall not supersede or override any requirements of any other City, County, State, or Federal agency.
22. Indemnification: To the extent permitted by law, the Applicant shall indemnify and hold harmless the City, its City Council, its officers, employees, and agents (the "indemnified parties") from and against any claim, action, or proceeding brought by a third party against the indemnified parties and the Applicant to attack, set aside or void, a permit or attorney's fees and costs incurred in defense of the litigation. The City may, in its sole discretion, elect to defend any such action with attorneys of its own choice.
23. Business License: The Applicant shall acquire, maintain, and annually renew a Sand City business licence for the duration of the Applicant's Use within Sand City. Failure to maintain a current business licence may be sufficient grounds for termination of CUP 616.

PASSED AND ADOPTED by the City Council of Sand City this ____ day of June, 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Signatures continued on following page...

Signatures continued from previous page.

APPROVED:

ATTEST:

Mary Ann Carbone, Mayor

Linda K. Scholink, City Clerk

This is to certify that the Conditional Use Permit (CUP) 616 contains the conditions specified by the City Council in approving said Permit.

Charles Pooler, City Planner

APPLICANT ACCEPTANCE (CUP 616)

The Conditional Use Permit is hereby accepted upon the express terms and conditions hereof, and the undersigned agrees to strictly conform to and comply with each and all of the said terms and conditions therein.

DATED: _____

BY:

Applicant

CONSENT OF OWNER (CUP 616)

Consent is hereby granted to the permittee to carry out the terms and conditions of the Conditional Use Permit.

DATED: _____

BY:

Property Owner

AGENDA ITEM

8C

CITY OF SAND CITY

STAFF REPORT

MAY 18, 2017
(For City Council Review on June 6, 2017)

TO: Mayor and City Council
FROM: Charles Pooler, City Planner
SUBJECT: 2nd Reading - Ordinance Updating Chapter 18.13 of the City's Zoning Ordinance

BACKGROUND

At the May 16, 2017 Council meeting, the City Council adopted an ordinance, for first reading, to change the zoning designation of a 75' x 75' property fronting the 1800 block of Ocean View Avenue in Sand City (APN 011-182-002 & 003, Block 8, Lots 11, 13, & 15) (the "Subject Property") from a non-coastal C-2 (Heavy Commercial) designation to a R2-PUD (Medium Density Planned Unit Development) designation, and to adopt the PUD regulations particular to the Subject Property in order to reflect and accommodate the approved Dayton residential project. The re-zoning is consistent with the goals and policies of the General Plan to promote residential development in the East Dunes. A PUD designation allows design flexibility to better achieve the development goals of the General Plan without strict conformance to R-2 district specifications. Approved land entitlement permits for the Dayton residential project are not effective unless and until the aforementioned zoning change is approved.

This ordinance requires Council adoption/approval for second reading in order for the zoning map amendment and the R-2 PUD regulations to take effect. If approved for second reading, the amendments will become effective 30-days thereafter.

RECOMMENDATION

Staff recommends adoption (for second reading) of the ordinance (see Attachment 2) to reclassify the Subject Property as "Medium Density Residential Planned Unit Development (R2-PUD).

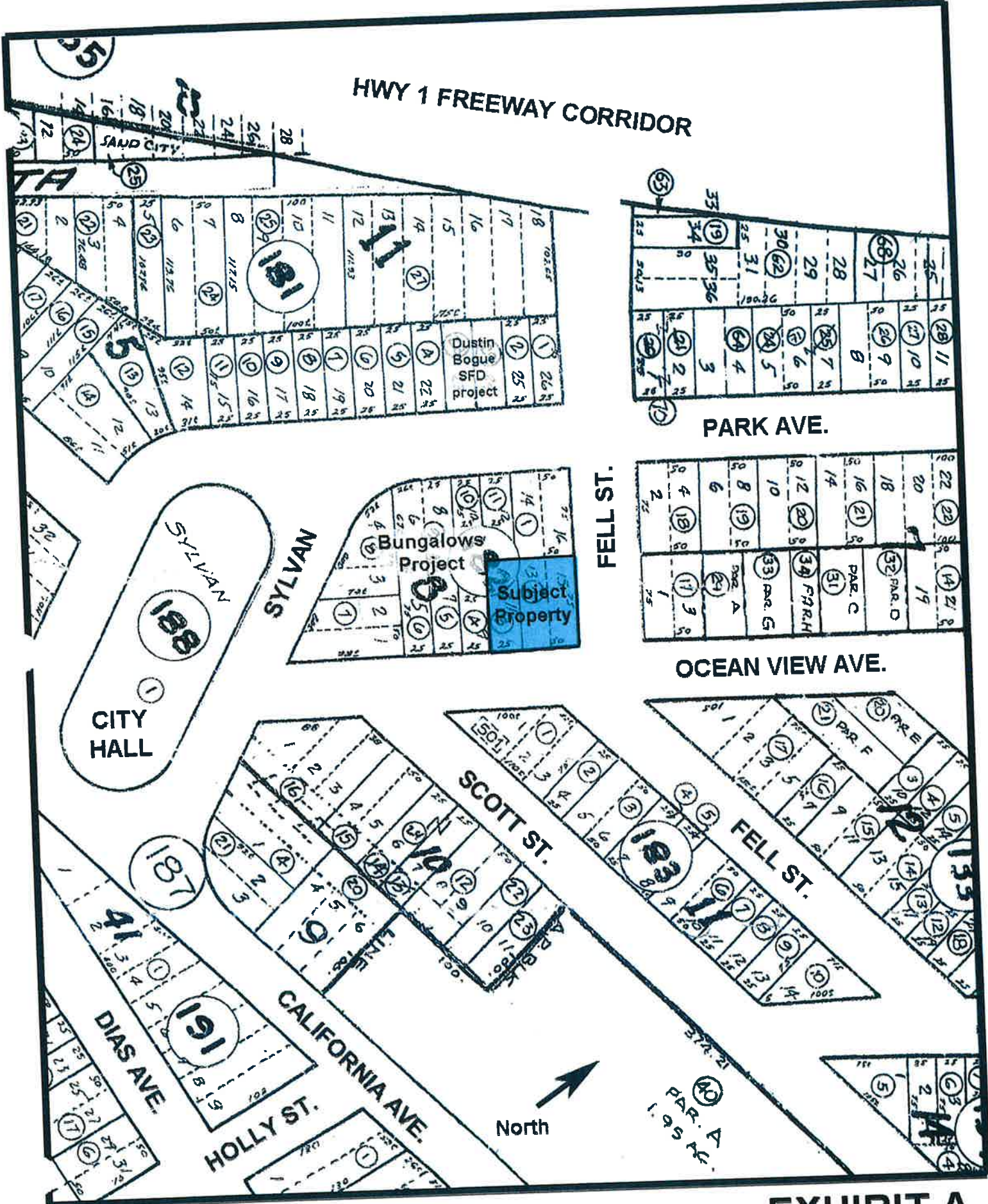
Exhibits:

- | | | | |
|----|--------------|----|------------------------------|
| A. | Location Map | C. | Project Site Plan |
| B. | Aerial Map | D. | Proposed Re-Zoning to R2-PUD |

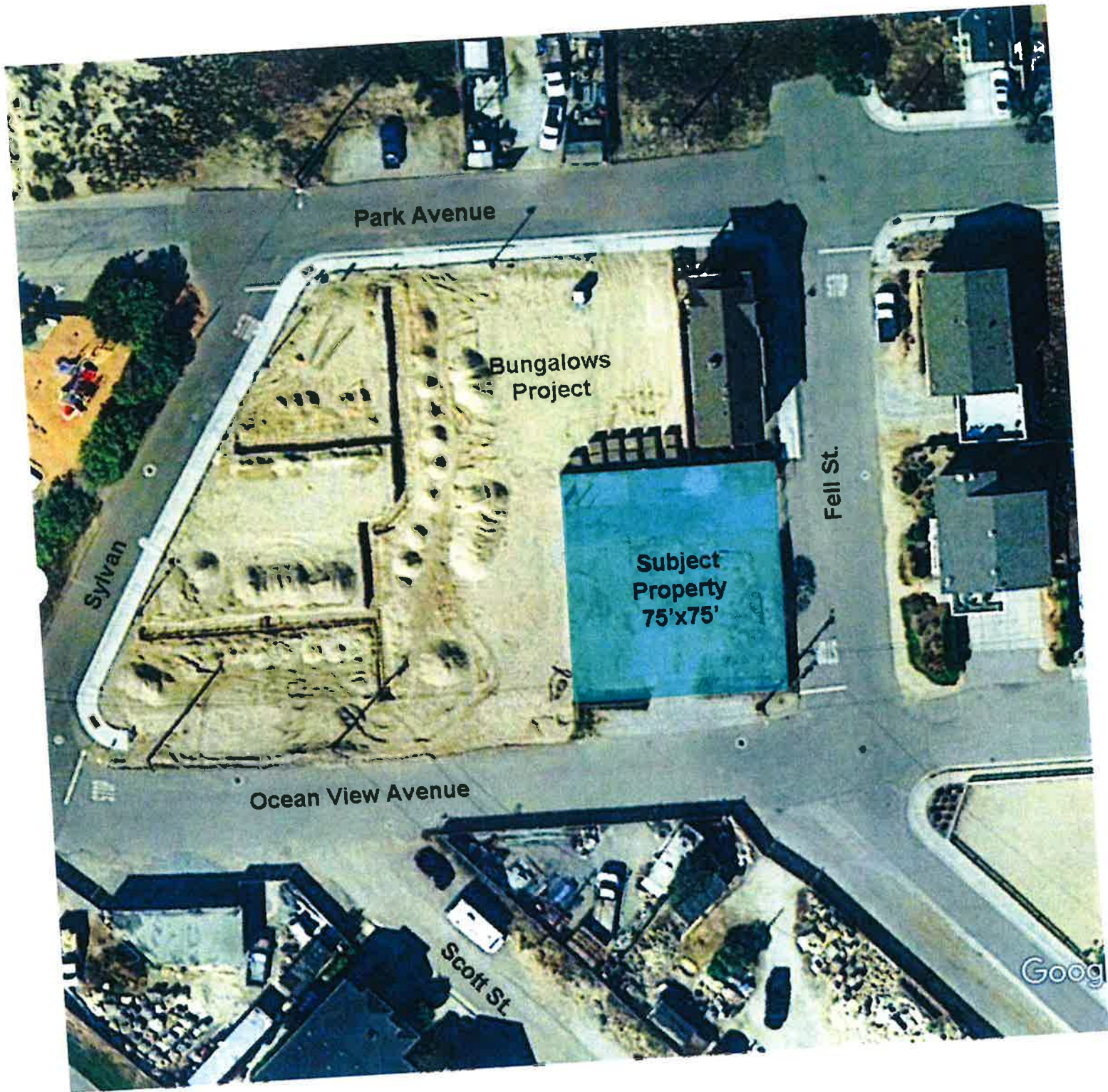
Attachments:

1. Draft Ordinance (as adopted for 1st reading on May 16, 2017) for Second Reading

HWY 1 FREEWAY CORRIDOR

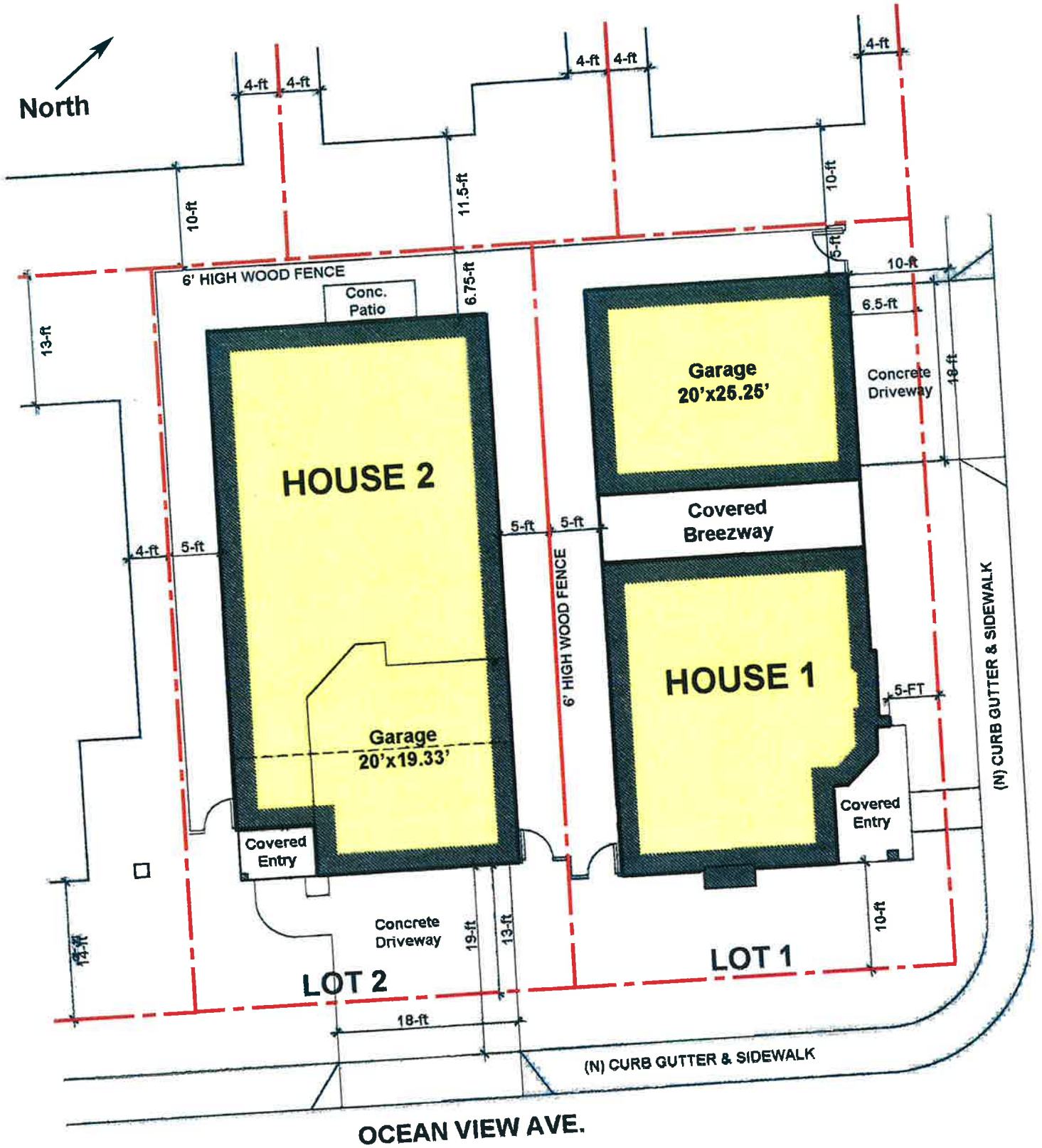


Location Map



Aerial Map

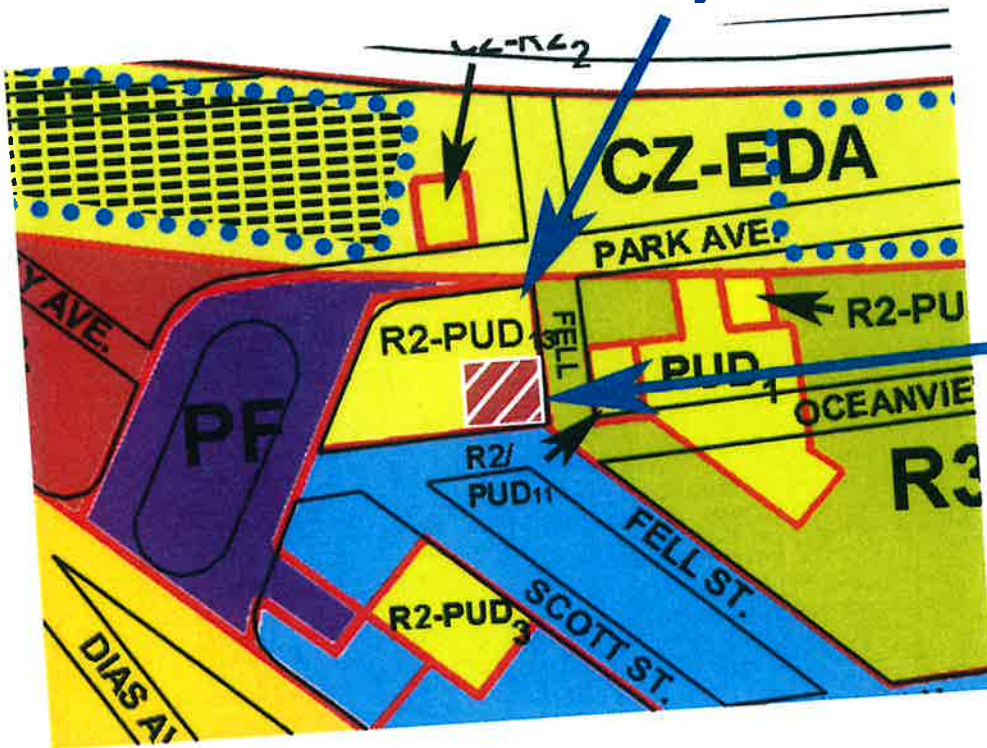
EXHIBIT B



SITE PLAN (Entire Project)

126
EXHIBIT C

Bungalows at East Dunes Project



Subject Property to be rezoned from C-2 to R2-PUD



Parcels/lots to be rezoned:
APN 011-182-002 & 003
Lots 11, 13, 15 / Block 8

Proposed Property Rezoning

EXHIBIT D 12

ATTACHMENT 1

**Ordinance for Council Action
2nd Reading**

CITY OF SAND CITY

ORDINANCE NO. _____ (2017)

**AN ORDINANCE OF THE CITY OF SAND CITY AMENDING
TITLE 18 OF THE MUNICIPAL CODE TO RECLASSIFY CERTAIN
PROPERTY BOUNDED BY FELL STREET, OCEAN VIEW AVENUE AND
ABUTTING PRIVATE PROPERTY (APN 011-182-002 & 003) FROM HEAVY
COMMERCIAL (C-2) TO MEDIUM DENSITY RESIDENTIAL PLANNED UNIT
DEVELOPMENT (R2-PUD)**

WHEREAS, Robert and Carrie Dayton (the "Applicant"), as the property owner, submitted applications to the City of Sand City (the "City") for site plan, architectural review, coastal development permit, and PUD re-zoning approvals regarding the development of two single-family residential dwellings on a 75'x75' property (the "Project") at 1785 Ocean View Avenue in Sand City (APN 011-181-002 & 003, Block 11, Lots 11, 13, 15) (the "Subject Property"); and

WHEREAS, the corner house of the Project fronting both Fell Street and Ocean View Avenue within the Subject Property shall hereinafter be referred to as "House 1" and the Project house fronting only Ocean View Avenue located between the aforementioned House 1 and the abutting Bungalows at East Dunes Lot 10 shall hereinafter be referred to as "House 2"; and

WHEREAS, the removal of a commercial contractor storage yard, considered by the City to be a blighting influence, for the development of two single family residential dwellings, is in compliance with the General Plan goals for the East Dunes of Sand City; and

WHEREAS, the Subject Property is bounded by Ocean View Avenue to the Southeast, Fell Street to the northeast, and abutting property to the northwest and southwest, with a current non-coastal zoning designation of "Heavy Commercial" (C-2), which is not consistent with the City's General Plan (2002 edition) that specifies residential development in the East Dunes area; and

WHEREAS, the R2-PUD district regulations, attached hereto and incorporated herein by this reference as "Ordinance Exhibit A", is intended to provide the land use and development standards for two (2) single family residential dwellings on the Subject Property that are consistent with the goals and policies of the Sand City General Plan; and

WHEREAS, the re-zoning of the Subject Property to Medium Density Residential Planned Unit Development (R2-PUD), as illustrated on Ordinance "Exhibit B", attached hereto and incorporated herein by this reference, is consistent with the goals and policies of the Sand City General Plan; and

WHEREAS, The proposed development of two (2) detached single-family residential dwelling units is consistent with estimates of the Regional Housing Needs Allocation

(RHNA) Plan 2014 to 2023 for Monterey County and the Sand City Housing Element (2015-2023); and

WHEREAS, the Project qualifies for a categorical exemption per CEQA (California Environmental Quality Act) Guideline Sections 15303(a) for an urbanized area and 15332 for infill development; and the re-zoning of the Subject Property from C-2 to R2-PUD is consistent with the Sand City General Plan (2002 ed.) that had an environmental initial study prepared, circulated, and negative declaration made.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Sand City as follows:

SECTION 1 - R2-PUD Regulations/Standards: The R2-PUD zoning requirements, attached hereto and incorporated herein as Ordinance "Exhibit A", shall provide the land use and development standards on the aforementioned Subject Property within this R2-PUD District, allowing for two (2) single-family residential dwellings on the Subject Property (APN 011-182-002 & 003).

SECTION 2 - Zoning Map: Chapter 18.06.060, the official Sand City Zoning Map, is hereby amended to reclassify the existing non-coastal C2 (Heavy Commercial) zoning designation for the Subject Property, bounded by Ocean View Avenue to the Southeast, Fell Street to the northeast, and abutting property to the northwest (APN 011-182-002 & 003) to R2-PUD (Medium Density Residential Planned Unit Development) zoning designation, as illustrated on "Ordinance Exhibit B", attached hereto and incorporated herein.

SECTION 3 - Effective Date: This ordinance for Re-zoning and Zoning Map update shall become effective thirty (30) days following this ordinance's adoption and second reading by the City Council.

PASSED AND ADOPTED by the City Council of Sand City on this ___ day of June, 2017 by the following vote:

AYES
NOES:
ABSENT:
ABSTAIN:

APPROVED

ATTEST:

Mary Ann Carbone, Mayor

Linda K. Scholink, City Clerk

EXHIBIT A

ORD _____ (2017)

ZONING REQUIREMENTS OF THE "MEDIUM DENSITY RESIDENTIAL PLANNED UNIT DEVELOPMENT (R2-PUD) ZONING DISTRICT FOR CERTAIN PROPERTY BOUNDED BY OCEAN VIEW AVENUE, FELL STREET, AND ABUTTING PRIVATE PROPERTY (APN 011-182- 002 & 003)

SECTION 1: PERMITTED USES

A. Permitted Uses: Land uses allowed within this R2-PUD Zoning District shall be limited to:

1. Single-family detached residential units, one (1) unit/structure per 2,812.5 square foot or larger lot.
2. Home occupation uses conducted by the residential occupant of the residential dwelling are allowable with the City issuance of a Home Occupation Permit by the Sand City Planning Department and issuance of a valid Sand City business license, provided that said home occupation satisfies the definition of such as specified in Zoning Code Section 18.04.280.
3. Accessory dwelling unit, in accordance with State legislation Assembly Bill (AB) 2299 and Senate Bill (SB) 1069.

B. Prohibited Uses: Unless otherwise specified in this R2-PUD District, the following land uses are prohibited.

1. Commercial, Industrial, Manufacturing, Retail, Professional Office, and/or Service Commercial uses.

SECTION 2: MINIMUM BUILDING DEVELOPMENT STANDARDS

A. Density and Unit Type:

1. There shall be no more than one (1) single-family detached dwelling unit per 2,812.5 square foot lot; for a total of two (2) single family dwelling units within this R2-PUD.
2. Density bonuses are subject to Chapter 18.59 of the Sand City Municipal Code (Zoning Ordinance).

B. Area Requirements:

1. Lot Coverage (includes ground level floor area, covered porches and decks, and garage) for each 2,812.5 square foot lot within this R2-PUD shall be no greater than fifty-seven percent (57%); but shall be subject to potentially less coverage per discretionary site plan review and land entitlement/development permit approval.

C. Setbacks:

1. All setbacks (front, rear, and sides) shall be as approved by site plan review and approval in the City issuance of land use entitlement/development permits. Side

setbacks shall be no less than five (5) feet regardless. For the purposes of this R2-PUD, setbacks are measured from property line to the main structure, including any integral portion of said structure (i.e. porches, decks, or the like) via the most direct and shortest distance between.

2. All building setbacks within this R2-PUD shall satisfy minimum specifications mandated by the California Building and Fire Codes. If there is a conflict between this Ordinance and the Building and/or Fire Code(s) in regards to building setbacks, the Building and Fire Codes shall take precedence.

D. Off-Street Parking:

1. There shall be a minimum of two (2) full-sized (non-compact) on-site parking spaces provided for each residential dwelling unit on each 2,812.5 square foot lot. These on-site parking spaces shall be within an enclosed garage. Additional driveway parking is permissible provided sufficient driveway depth is available without encroachment into a public right-of-way.
2. All on-site parking required within this R2-PUD District shall conform, at a minimum, to Chapter 18.64 of the Sand City Municipal Code (Zoning Ordinance).

E. Building Height:

1. Buildings shall not exceed thirty (30) feet in height, from finished grade to peak of roof-line.
2. A maximum of two stories are allowed, provided that the total building height does not exceed thirty (30) feet in height from finished grade to peak of structure.

F. Architecture:

1. All exterior architectural elements, elevations, and building designs shall be subject to review by the Sand City Design Review Committee and land entitlement/development permit approvals of the City. There shall be no exterior design modification of any dwelling unit on any lot/parcel within this R2-PUD District without prior approval of the City and issuance of applicable/required City permits for such modifications.
2. Materials - All building materials shall be of a high quality that are appropriate for the approved architectural design and for site climate/weather conditions. The application of exterior facade materials shall consist of Horizontal Lap Siding, Board-and-Batten, or Wood/Composition Shingles, subject to land use entitlement/development permit requirements. The use of stucco/plaster may be allowed subject to Design Review Committee and City Council discretionary approval, but shall be secondary, of no more than 50% of the structure's surface area, to that of the aforementioned non-plaster materials. Exterior facade building materials shall wrap around building corners to the next elevation before a change of material is applied.
3. Roof - Roof designs shall incorporate gable and/or hipped roofs. Flat roofs are prohibited. Roof slopes shall be no less than 5/12 pitch and no greater than 8/12, pitch, subject to Design Review Committee review and City approval.

- Roofing materials shall consist of a thick-butt composition shingle material of an earth-tone color. Metal Seam roofing may also be incorporated, at the discretion of the City in the issuance of required land use entitlement/development permits.
4. Garages - Garages and garage doors shall be designed and located as to be visually subordinate to the living area of the structure. This shall be accomplished by either setting the garage further back into the lot and bringing living area closer to the street, or by appropriately massing the structure above and/or to the sides of the garage whereby the garage is visually subjugated by the living area of the structure.
 5. Entries - Front entries shall be emphasized through architectural treatment. The use of covered porches, trellises, and/or other similar design elements are encouraged.
 6. Windows/Doors - Windows and doors along each elevation shall be consistently aligned vertically and horizontally for property fenestration. Windows and door shall also provide visually appealing trim.
 7. Decks, porches, and patios shall be designed, in form and use, as an integrated component of the main structure.

G. Landscaping:

1. Front yard landscaping shall consist primarily of drought resistant plant species appropriate for a coastal climate and sandy soil; subject to Sand City Planning Department review and approval of a landscape plan.
2. Front yard landscaping shall incorporate a water conservatory irrigation system, the design of which shall be subject to Planning Department review and approval.

SECTION 3: OTHER REQUIRED CONDITIONS AND PROVISIONS

A. Other required conditions within this R2-PUD Zoning District are as follow:

1. Site Plan and Design Permit approval for development within this R2-PUD District shall be subject to review and approval by either the City Council or a Council designated land use authority for the East Dunes Specific Plan Area.
2. A Grading/Drainage Plan for all construction within this R2-PUD shall be subject to review and approval by the City Engineer prior to any substantial grading activities within this R2-PUD District.
3. Fence and Hedge restrictions specified in Section 18.62.060 of the Sand City Municipal Code (Zoning Ordinance) shall apply.
4. The Design Control District regulations of Chapter 18.58 of the Municipal Code (Zoning Ordinance) shall apply

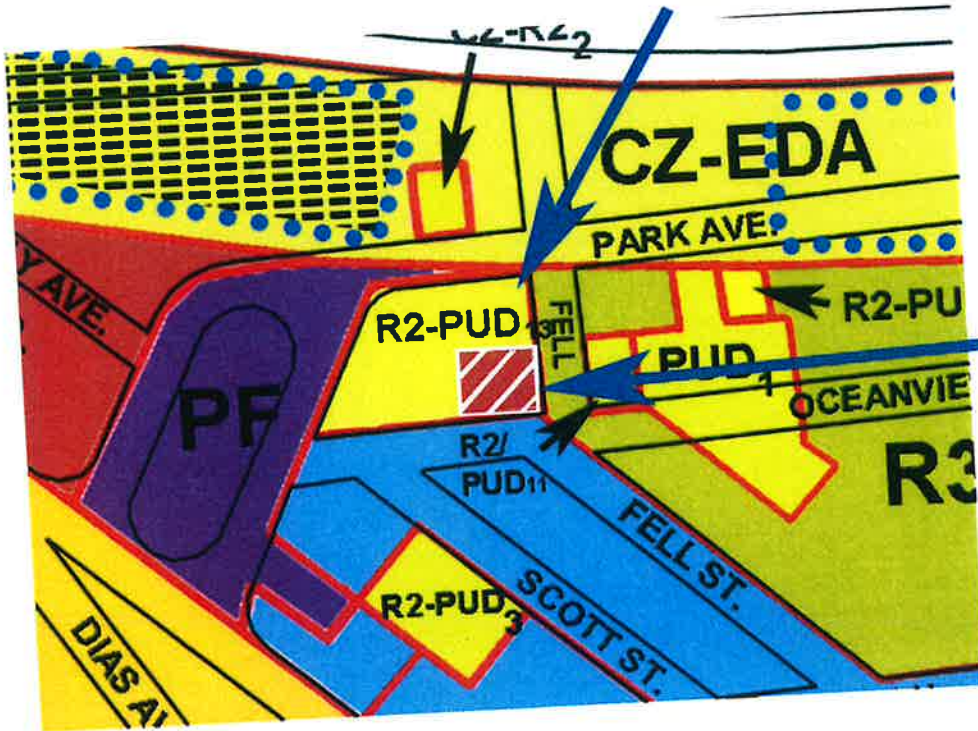
SECTION 4: ZONING CODE CHAPTER & SECTION REFERENCES

- A.** All references to Chapters and/or Sections of the Sand City Zoning Ordinance pertain to that edition of the Zoning Ordinance initially adopted by the Sand City Council in 1984, with subsequent amendments up to the date of this R2-PUD Re-Zoning Ordinance (Ord No. 17-█, 2017).

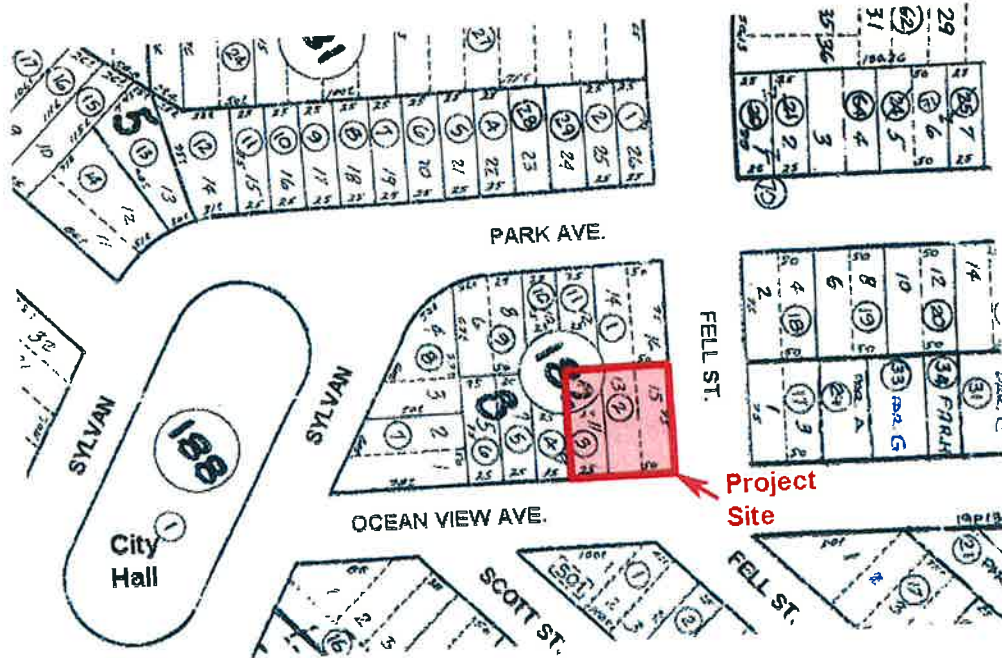
EXHIBIT B

ORDINANCE NO. ORD 17- (2017)

Bungalows at East Dunes Project



Subject Property to be rezoned from C-2 to R2-PUD



Parcels/lots to be rezoned:
 APN 011-182-002 & 003
 Lots 11, 13, 15 / Block 8

AGENDA ITEM

10A

MEMO

To: Honorable Mayor and City Council Members
From: Todd Bodem, City Administrator
Date: June 9, 2017
Subject: FY 16-17 Budget Amendment #1

At their June 9, 2017 Budget and Personnel Committee meeting, the Committee reviewed the draft amendment (actual through April 2017) comparison regarding the operating budget for Fiscal Year (FY) 2016-17. The intent of this report is to touch on significant changes in projected revenues and expenditures. In the detail of the budget, Staff has highlighted in 'bold' accounts showing changes that can be explained during the City Council meeting.

REVENUES

The proposed total adopted revenue for the FY 16-17 Budget is \$7,600,440 compared to the proposed amendment of \$7,215,960 a decrease in revenue difference of \$384,480.

Several developments and projects are in the development phase. Due to delays, many of these proposed projects are not anticipated to commence construction this fiscal year; including King Ventures, South of Tioga, and the Monterey Bay Shores Development. The City does not anticipate California American Water (CalAm) financing the upfront cost for desalination expansion of the wells. The City anticipates some of these developments to start next fiscal year and those development driven revenue sources will be included in the FY 2017-18 Budget.

In 2016, the Police Department submitted another COPS grant application to help fund a new position in the amount of \$70,000. The City was not awarded the grant so it has been removed from the budget. The City will not receive \$116,000 from the Hickory Street TAMC-RSTP Funds since this project revenue will be received in FY 2017-18.

EXPENDITURES

The proposed amended FY 2016-17 Budget shows several decreases and larger increases in some of the departmental categories. The City projects notable increases in the expenditure for planning services. The City continues to utilize EMC Planning Group for planning/economic development. The City has received more than expected building permit applications and additional consulting funds are needed to support EMC Planning Group to facilitate the unanticipated cost to address the mixed use rezoning. The increases in plan check fees are offset on the revenue side of the budget.

The City has signed a contract with Monterey Peninsula Engineering (MPE) to complete the Hickory Street improvement project expected to commence construction in June and will be substantially completed by August 2017, so \$200,000 is projected to be

expensed from the FY 2016-17 Budget. The \$116,000 TAMC-RSTP funds were directed to this project and will be expensed in the FY 2017-18 Budget. The California Coastal Commission raised some concerns about Sand Dunes Drive Street Light project so it has been put on hold; and the \$125,000 was removed from the Public Works, Capital Improvement budget category.

The City approved the Grants/Special Project Budget with the anticipation they would move forward this fiscal year. Several of the projects are still on hold, the adopted FY 16-17 Grants/Special Project Budget of \$408,900 is recommended to be reduced to \$15,700. The Committee does not see the need to spend funds on King Ventures, Monterey Bay Shores and the City Wells this fiscal year. The desalination well expansion is under way, but it will not be constructed until next fiscal year.

OPEB Obligation

As you recall, the City had been contributing to other-post employment benefits (OPEB) into an unrestricted account. In 2016 a resolution approved a California Employers' Retiree Benefit Trust Program (CERBT) account to set aside OPEB costs in a tax qualified trust vehicle. In order to remain consistent with the Governmental Standards Accounting Board (GASB) and OPEB funding policy, the City showed that these dollars are expenditures within the City's budget. The adopted FY 2016-17 Budget in the OPEB Obligation category is \$650,000, and \$2,000,000 was recognized as an expense this fiscal year.

Grand Total Expenditures

The majority of the budget increase in expenses are due to the \$2,000,000 that was set aside from the previous years and expensed this year. The Committee is proposing an increase in expenditures from the adopted FY 16-17 expenditure budget of \$7,855,980 and anticipates expenditures to increase to \$8,861,995 for FY 16-17 for an increased difference of \$1,006,015.

Total City Revenues/Expenditure Difference

The total expenditure from Staff's amended recommendation for the FY 16-17 Budget of \$8,861,995 (less the total revenue of \$7,215,960) leaves the City of Sand City with a shortfall of \$1,646,035.

RECOMMENDATION

Approve Resolution: Amendment #1 to the Fiscal Year 16-17 Budget.

CITY OF SAND CITY
RESOLUTION SC ____, 2017

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAND CITY
ADOPTING AMENDMENT #1 TO THE CITY
BUDGET FOR FISCAL YEAR 2016-2017

WHEREAS, the Budget Committee of the City Council has worked with City staff to review the fiscal year 2016-2017 budget of the City of Sand City; and

WHEREAS, the Budget Committee, working with City Staff, has prepared and is recommending to the City Council the attached Amendment #1 to the City budget for fiscal year 2016-2017, hereby attached as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Sand City as follows:

1. That the attached Exhibit A is hereby adopted as Amendment #1 to the City Budget for FY 2016-2017 for the City of Sand City.
2. The City staff is authorized to continue and complete City operations as generally prescribed in the FY 2016-2017 Amendment #1 City Budget and is directed to follow the general financial guidelines reflected therein.

PASSED AND ADOPTED by the City Council of the City of Sand City on this ____, day of June, 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

APPROVED:

ATTEST:

Mary Ann Carbone, Mayor

Linda K. Scholink, City Clerk

CITY SUMMARY

Description	Actuals thru 4/30/17	Adopted Budget FY 16-17	Proposed Amend #1 Budget FY 16-17
Total City Revenues	4,575,758.11	7,600,440.00	7,215,960.00
Total City Expenditures	6,682,694.95	7,855,980.00	8,861,995.00
DIFFERENCE	-2,106,936.84	-255,540.00	-1,646,035.00
OPEB	2,000,000.00		2,000,000.00
Actual Difference	-106,936.84	-255,540.00	353,965.00

CITY SUMMARY BEAKDOWN

Description	Actuals thru 4/30/17	Adopted Budget FY 16-17	Proposed Amend #1 Budget FY 16-17
Revenues for Recurring Oper	4,461,682.08	6,968,990.00	7,059,485.00
Expenditures for Recurring O	4,648,734.92	6,356,080.00	5,990,295.00
SUB TOTAL	-187,052.84	612,910.00	1,069,190.00
Special Project Revenues	114,076.03	631,450.00	156,475.00
Special Expenditures	2,033,960.03	1,499,900.00	2,871,700.00
SUB TOTAL	-1,919,884.00	-868,450.00	-2,715,225.00
Total Revenues	4,575,758.11	7,600,440.00	7,215,960.00
Total Expenditures	6,682,694.95	7,855,980.00	8,861,995.00
OPEB	-2,000,000.00		-2,000,000.00
Balance	-106,936.84	-255,540.00	353,965.00

Budget Summary City Revenues

Description	Actuals thru 4/30/17	Adopted Budget FY 16-17	Proposed Amend #1 Budget FY 16-17
RECURRING REVENUES			
Property Taxes	134,871.58	131,500.00	137,900.00
Sales/Use Taxes	1,784,714.14	2,600,000.00	2,600,000.00
Transaction Tax	1,533,409.79	2,250,000.00	2,250,000.00
Franchise/Users Tax	187,631.35	220,800.00	231,400.00
Business License	477,277.11	475,500.00	478,500.00
Building/Plan Permits	74,441.66	79,500.00	87,000.00
Interest	27,106.75	11,000.00	36,380.00
Rental	12,463.50	15,000.00	15,000.00
ROPS Residual	12,941.19	90,000.00	13,000.00
SA Admin Fees Reimbursement	47,049.66	150,000.00	150,000.00
Misc. Revenues	169,775.35	95,690.00	210,305.00
Cal-Am	0.00	850,000.00	850,000.00
Subtotal Recurring Revenues	4,461,682.08	6,968,990.00	7,059,485.00
OTHER FINANCING SOURCES			
Special Project Revenues	0.00	330,000.00	0.00
Grants	114,076.03	301,450.00	156,475.00
Subtotal Other Revenue	114,076.03	631,450.00	156,475.00
Total Revenue	4,575,758.11	7,600,440.00	7,215,960.00

Budget Summary City Expenditures

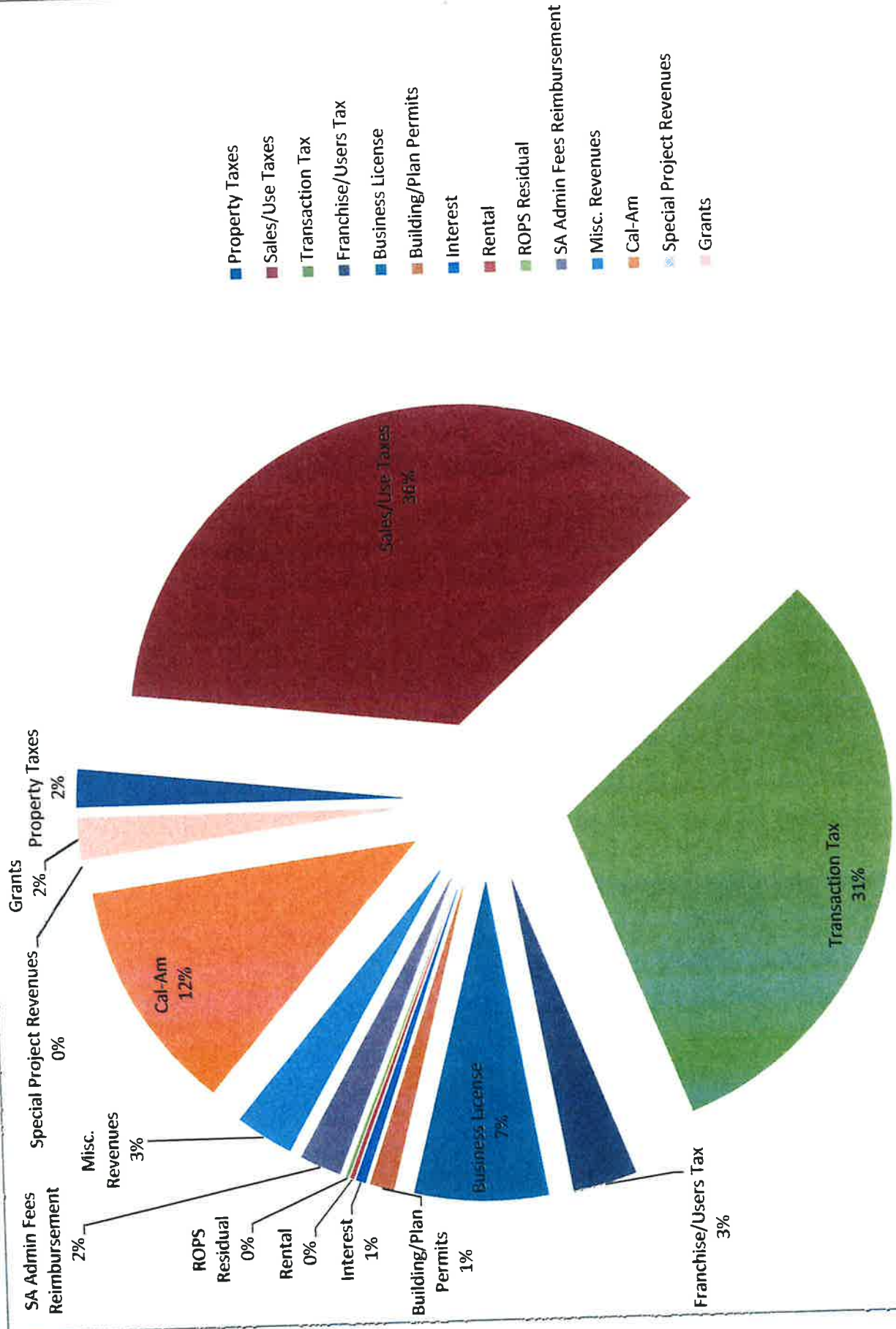
Description	Actuals thru 4/30/17	Adopted Budget FY 16-17	Proposed Amend #1 Budget FY 16-17
RECURRING EXPENSES			
City Council	108,214.48	217,450.00	158,310.00
Administration	357,162.91	515,800.00	462,370.00
Finance	350,915.76	415,275.00	439,700.00
Attorney	144,377.59	286,800.00	197,375.00
Community Development	387,029.42	481,575.00	511,780.00
Police	1,904,700.93	2,542,630.00	2,484,150.00
Fire	269,672.00	269,700.00	269,700.00
Public Works	614,658.33	913,250.00	831,460.00
Parks	5,595.06	61,500.00	45,500.00
Government Buildings	32,801.44	63,000.00	41,000.00
Community Outreach	18,918.00	28,000.00	34,500.00
Non-Departmental	454,689.00	561,100.00	514,450.00
SUBTOTAL FOR RECURRING EXPENSES	4,648,734.92	6,356,080.00	5,990,295.00
OTHER EXPENSES			
Capital Outlay	27,635.00	441,000.00	206,000.00
OPEB Obligation	2,000,000.00	650,000.00	2,650,000.00
Grants/Special Projects	6,325.03	408,900.00	15,700.00
SUBTOTAL OTHER EXPENSES	2,033,960.03	1,499,900.00	2,871,700.00
TOTAL EXPENSES	6,682,694.95	7,855,980.00	8,861,995.00

REVENUE ACCOUNT #	Description	Actual Revenues thru Apr 2017	Adopted Revenues FY 16-17	Proposed Amend #1 Revenues FY 16-17
	Dept 00-General			
4005-00	Property Tax - City	89,785.99	90,000.00	91,000.00
4006-00	ROPS Residual	12,941.19	90,000.00	13,000.00
4008-00	SA Admin Fees Reimbursement	47,049.66	150,000.00	150,000.00
4010-00	Prior Year Tax	662.38	1,500.00	700.00
4012-00	Property Tax VLF	27,128.00	25,000.00	27,100.00
4015-00	SB 813	8,243.87	10,000.00	10,000.00
4020-00	Prop Tax Transfer	9,051.34	5,000.00	9,100.00
4025-00	Users Tax	106,034.13	120,000.00	130,000.00
4030-00	Sales/Use Tax (thru Feb)	1,784,714.14	2,600,000.00	2,600,000.00
4032-00	Transaction/ Use Tax (thru Feb)	1,533,409.79	2,250,000.00	2,250,000.00
4033-00	Business License CASP Fee 70%	281.40	270.00	300.00
4035-00	Cable Franchise (1st-2nd Quarter)	3,820.06	6,500.00	7,600.00
4040-00	Refuse Franchise (1st-3rd Quarter)	44,082.81	60,000.00	60,000.00
4045-00	PG & E Gas Franchise	2,169.82	2,300.00	2,200.00
4050-00	PG & E Electric Franchise	31,524.53	32,000.00	31,600.00
4055-00	Business License	474,135.14	470,000.00	475,000.00
4060-00	Bus Lic Late Fee	3,141.97	5,500.00	3,500.00
4218-00	TAMC RDIF Fees (Duplicate)	225.47	4,000.00	0.00
4340-00	HOPTR Tax	7,351.55	500.00	500.00
4350-00	Sanitation District Impact Fees (inc 2014)	5,984.44	2,000.00	15,000.00
4410-00	Interest - OPEB	314.95	200.00	8,000.00
4411-00	Interest - City Housing	25.10	800.00	30.00
4413-00	Interest - LAIF	20,782.26	0.00	28,000.00
4420-00	West End Revenue	44,349.00	10,000.00	46,000.00
4500-00	Art Committee Revenue	3,884.90	35,000.00	5,000.00
4501-00	Publications -Copies	63.35	10,000.00	100.00
4550-00	Mitigation	5,850.00	100.00	1,300.00
4723-00	Mayor Retirement Party Revenue	15,412.18	1,300.00	7,400.00
4730-00	Other-Non Dept. (backhoe purchase)	13,173.16	0.00	17,000.00
4732-00	Reimbursements (SUV claim/EMC Cal Am)	12,463.50	5,000.00	15,000.00
4740-00	Rental/Lease	4,308,056.08	15,000.00	15,000.00
	SUB TOTAL		6,007,970.00	6,019,780.00

REVENUE ACCOUNT #	Description	Actual Revenues thru Apr 2017	Adopted Revenues FY 16-17	Proposed Amend #1 Revenues FY 16-17
	Dept 05-Planning			
4115-05	Building Permit	35,514.77	20,000.00	37,000.00
4120-05	Coastal Permit	1,000.00	300.00	1,000.00
4125-05	CUP	6,000.00	5,000.00	7,000.00
4126-05	Temporary CUP	100.00	1,000.00	200.00
4140-05	Mobile Home Permit	100.00	200.00	1,500.00
4145-05	Site Permit	1,500.00	1,500.00	4,000.00
4150-05	Building Development	3,518.20	1,000.00	700.00
4155-05	Design Review Comm	600.00	500.00	5,000.00
4160-05	Other Planning Fees	819.00	14,000.00	5,000.00
4162-05	Reimbursement Agreements	2,272.00	20,000.00	25,000.00
4165-05	Plan Check Fees	22,617.69	10,000.00	0.00
4218-05	TAMC RDIF Fees (should be liability)	400.00	5,000.00	400.00
4219-05	Parking Permits		1,000.00	
	SUB TOTAL	74,441.66	79,500.00	87,000.00
	Dept 08-Police			
4210-08	City Fines	1,966.43	2,000.00	2,500.00
4221-08	SC Parking Collections	7,270.00	12,000.00	10,000.00
4225-08	Vehicle Abatement	87.74	150.00	150.00
4325-08	Motor Vehicle (per county)	170.62	200.00	200.00
4330-08	Prop 172 -911	218.88	250.00	250.00
4335-08	Post Reimbursement		2,000.00	0.00
4515-08	Dog Licensing	5.00	20.00	5.00
4525-08	Unclaimed Property	339.68	100.00	100.00
4560-08	Special Police		500.00	400.00
	SUB TOTAL	10,058.35	17,220.00	13,605.00
	Dept 11-Public Works			
31-4305-11	Gas Tax-2105	1,577.15	2,300.00	2,200.00
31-4305-11	Gas Tax-2106	4,272.27	5,900.00	6,100.00
31-4305-11	Gas Tax-2107	1,949.37	3,200.00	2,800.00
31-4305-11	Gas Tax-2107.5	1,000.00	1,000.00	1,000.00
31-4305-11	Gas Tax-2103	782.01	900.00	900.00
35-4205-11	Ca Code Fines	1,008.56	1,000.00	1,100.00
10-4160-11	Engineer Fees	58,536.63	0.00	75,000.00
	SUB TOTAL	69,125.99	14,300.00	89,100.00
	Other Recurring Revenues			
4833-00	Cal-Am Lease Payment	0.00	850,000.00	850,000.00
	SUB TOTAL	4,461,682.08	6,968,990.00	7,059,485.00
	Sub Total Recurring Revenues			

REVENUE ACCOUNT #	Description	Actual Revenues thru Apr 2017	Adopted Revenues FY 16-17	Proposed Amend #1 Revenues FY 16-17
Special Project Revenues				
4540-00	King Ventures EIR		10,000.00	0.00
	South of Tioga		100,000.00	0.00
	Cal Am 2 Wells Reimbursement/Split		70,000.00	0.00
	Consulting Planning Assistance Reimb		50,000.00	0.00
	Ghandour - Compliance/Conditions		100,000.00	0.00
	SUB TOTAL	0.00	330,000.00	0.00
Grants				
4069-08	COPS Grant	95,990.46	100,000.00	130,000.00
4070-08	BSCC Grant - Reserve Officer	10,125.00		10,125.00
4647-08	Bulletproof Vest Grant	460.57	450.00	1,350.00
4733-00	Recycling Grant	5,000.00	5,000.00	5,000.00
	Hickory Street - TAMC RSTP		116,000.00	0.00
	COPS Grant for New Position		70,000.00	0.00
4729-00	MBASIA Safety Grant/Fitness	2,500.00	7,500.00	7,500.00
4836-08	CSA 74 EMS Grant		2,500.00	2,500.00
	SUB TOTAL	114,076.03	301,450.00	156,475.00
Sub Total Special Project/Grant Revenues		114,076.03	631,450.00	156,475.00
Grand Total Revenues		4,575,758.11	7,600,440.00	7,215,960.00

Proposed Amendment #1
 Revenues
 FY 16-17



10A-

Proposed A #1 FY 16-17
Expenses

ACCOUNT NUMBER	Description	Actual Expenses thru Apr 2017	Adopted Expenses FY 16-17	Proposed Amend #1 Expenses FY 16-17
NON DEPARTMENT				
5004-00	Art Committee Events (West End)	75,354.40	80,000.00	85,000.00
5005-00	Arts Committee	11,703.91	16,000.00	20,000.00
5010-00	Capital Outlay - Copy Machine	277.00	1,000.00	600.00
5025-00	Dues and Subscriptions	11,870.00	20,000.00	17,000.00
5026-00	Memberships/Chambers/Visitor Bureau	618.03	9,100.00	900.00
5070-00	Health Benefits	4,922.39	5,000.00	4,950.00
5135-00	LAFCO	252,328.00	261,600.00	252,350.00
5137-00	GASB 68 - Unfunded Liability	1,215.00	1,300.00	1,250.00
5202-00	EAP Program		4,000.00	0.00
5218-00	TAMC RDIF Fees - DUPLICATE 5218-05	3,339.00	4,000.00	4,000.00
5425-00	Technical Support	33,424.35	35,000.00	35,000.00
5905-00	City Events	14,000.00	14,000.00	14,000.00
5911-00	FORA		500.00	500.00
5920-00	Advertising	846.18	5,000.00	5,000.00
5930-00	Miscellaneous Expense	7,470.95	7,000.00	8,500.00
5935-00	Office Equipment Maint.	19,255.58	25,000.00	25,000.00
5940-00	Office Supplies	466.23	1,000.00	1,000.00
5945-00	Telephone	150.00	1,200.00	1,200.00
5950-00	Physical Exams/Vaccinations	950.00	1,000.00	950.00
5955-00	Public Official Bond	14,065.43	17,000.00	17,000.00
5960-00	Utilities	917.95	10,000.00	5,000.00
5970-00	Equipment Purchase - 1 Computer	120.00	400.00	250.00
5980-00	Bank Charges	1,394.60	2,000.00	2,000.00
5998-00	Internet/Web		20,000.00	0.00
5140-00	Records Retention	454,689.00	561,100.00	514,450.00
SUB TOTAL NON DEPARTMENT				
CITY COUNCIL				
5000-01	Municipal Code		5,000.00	6,000.00
5010-01	Capital Outlay		10,000.00	5,000.00
5022-01	MPRWA	2,320.00	3,000.00	2,350.00
5025-01	Dues/Subscriptions	949.00	1,500.00	1,500.00
5030-01	Mileage/Expense	2,000.00	3,000.00	3,000.00
5065-01	Dental	8,245.20	9,900.00	9,800.00

Proposed A #1 FY 16-17
Expenditures

ACCOUNT NUMBER	Description	Actual Expenses thru Apr 2017	Adopted Expenses FY 16-17	Proposed Amend #1 Expenses FY 16-17
5066-01	Vision	94.00	1,800.00	600.00
5070-01	Health Benefits	45,009.30	53,200.00	51,600.00
5071-01	Health Incentives	7,745.70	10,200.00	8,700.00
5073-01	Pers Retirement EE	933.12	0.00	1,250.00
5075-01	Pers Retirement	1,476.25	4,100.00	2,000.00
5078-01	PERS Survivor Benefits	154.80	150.00	160.00
5079-01	Deferred Comp Contribution		1,000.00	0.00
5080-01	FICA/ Medicare	1,864.71	2,000.00	2,200.00
5095-01	Training & Conferences	5,992.40	15,000.00	10,000.00
5100-01	Watermaster Assessment	1,352.00	2,500.00	1,400.00
5110-01	Council Meetings	15,000.00	18,000.00	18,000.00
5120-01	Elections		0.00	150.00
5130-01	Contingency Funds	472.05	50,000.00	15,000.00
5131-01	Website	2,731.72	2,500.00	3,000.00
5920-01	Advertising -" Coop "-Newspaper	8,070.00	14,000.00	10,000.00
5945-01	Council Phones	2,964.23	4,500.00	4,500.00
5970-01	Council Equipment		5,000.00	1,000.00
5985-01	Exercise Program	840.00	1,100.00	1,100.00
	SUB TOTAL CITY COUNCIL	108,214.48	217,450.00	158,310.00
	ADMINISTRATION			
5010-02	Capital Outlay		10,000.00	0.00
5020-02	Contract Services-Personnel/LCW/GASB	7,230.75	20,000.00	15,000.00
5020-02	Contract Services - Barte/HF&H	4,527.55	5,000.00	7,000.00
5020-02	Part-Time Employee		22,000.00	5,000.00
5025-02	Dues/Subscriptions	2,414.07	3,000.00	3,000.00
5030-02	Mileage	3,000.00	4,000.00	4,000.00
5040-02	Salaries	206,922.40	248,400.00	248,400.00
5042-02	Cash Outs	14,307.34	19,200.00	18,000.00
5055-02	Overtime	722.61	1,000.00	1,000.00
5060-02	Long Term Disability	2,660.30	3,200.00	3,200.00
5065-02	Dental Insurance	2,903.20	4,900.00	4,900.00
5066-02	Vision Insurance	437.46	700.00	700.00
5067-02	Life Insurance	553.10	700.00	700.00
5070-02	Health Benefits	24,755.22	29,300.00	29,900.00
5071-02	Health Incentives	4,260.14	5,600.00	5,000.00
5072-02	Health Benefits - Admin Retirees	10,453.74	3,900.00	13,500.00
5073-02	Pers Retirement EE	11,067.12	0.00	14,800.00
5075-02	Pers Retirement	20,883.10	43,250.00	28,500.00

ACCOUNT NUMBER	Description	Actual Expenses thru Apr 2017	Adopted Expenses FY 16-17	Proposed Amend #1 Expenses FY 16-17
		103.20	100.00	120.00
5078-02	PERS Survivor Benefits	2,000.00	2,400.00	2,400.00
5079-02	Deferred Comp Contributions	3,337.68	4,000.00	4,200.00
5080-02	FICA/Medicare	357.00	500.00	400.00
5085-02	CA SUI	8,420.17	15,000.00	15,000.00
5095-02	Training & Conferences	729.00	25,000.00	5,000.00
5130-02	Contingency Fund	3,213.23	4,000.00	4,000.00
5210-02	Payroll Processing/Other		10,000.00	0.00
5220-02	Special Projects Consulting/Appraisals	3,234.00	4,000.00	4,000.00
5425-02	Tech Support - Admin	6,186.12	6,200.00	6,200.00
5925-02	Liability Insurance - 12%	2,396.99	6,000.00	4,000.00
5945-02	Admin Phones	8,100.76	8,100.00	8,100.00
5965-02	Workers Comp	936.66	5,000.00	5,000.00
5970-02	Equipment/ Furniture Purchase-Computer	1,050.00	1,350.00	1,350.00
5985-02	Exercise Program			
	SUB TOTAL ADMINISTRATION	357,162.91	515,800.00	462,370.00
FINANCE				
5010-03	Capital Outlay - Server	10,218.68	10,000.00	25,000.00
5020-03	Contractual/Temp.	2,500.00	10,000.00	5,000.00
5023-03	Sales Tax/Transaction Tax Admin Fees	35,022.38	35,000.00	35,000.00
5025-03	Dues/Subscriptions	465.00	1,000.00	1,000.00
5030-03	Mileage	1,500.00	2,000.00	2,000.00
5040-03	Salaries	145,889.80	175,200.00	175,200.00
5042-03	Cash Outs	7,721.83	13,500.00	7,800.00
5060-03	Long Term Disability	2,162.90	2,600.00	2,600.00
5065-03	Dental	2,140.10	2,600.00	2,600.00
5066-03	Vision	164.98	500.00	500.00
5067-03	Life Insurance	445.50	600.00	600.00
5070-03	Health Benefits	18,778.26	21,300.00	21,700.00
5071-03	Health Incentives	2,323.68	4,100.00	3,700.00
5073-03	Pers Retirement EE	11,344.41	0.00	15,200.00
5075-03	Pers Retirement	17,948.24	39,150.00	24,000.00
5078-03	PERS Survivor Benefits	77.40	75.00	100.00
5079-03	Deferred Comp Contributions	1,500.00	1,800.00	1,800.00
5080-03	FICA/Medicare	2,157.44	2,500.00	2,700.00
5085-03	SUI	119.00	150.00	200.00
5095-03	Training/Conferences	1,968.52	5,000.00	5,000.00
5405-03	Property Tax Fees	1,088.00	0.00	1,300.00
5410-03	Audit	36,971.70	37,000.00	37,000.00
5415-03	Management Services	5,033.94	6,000.00	7,500.00

10A-11

Proposed A #1 FY 16-17
Expenditures

ACCOUNT NUMBER	Description	Actual Expenses thru Apr 2017	Adopted Expenses FY 16-17	Proposed Amend #1 Expenses FY 16-17
5415-03	Clearvue	1,750.00	3,500.00	3,500.00
5425-03	Tech Support - Finance	10,635.50	10,000.00	15,000.00
5440-03	BL Prop. & Sales Tax Agreements (HDL)	22,507.53	18,000.00	30,000.00
5925-03	Liability Insurance - 8%	4,124.08	4,200.00	4,200.00
5965-03	Workers Comp	4,171.20	4,200.00	4,200.00
5970-03	Equipment/ Furniture Purchase - Comput	35.69	5,000.00	5,000.00
5985-03	Exercise	150.00	300.00	300.00
	SUB TOTAL FINANCE	350,915.76	415,275.00	439,700.00
ATTORNEY				
5070-04	Health Benefits	9,001.86	10,700.00	10,900.00
5071-04	Health Incentives	1,549.14	2,100.00	1,900.00
5073-04	Pers Retirement EE	7,864.47	0.00	10,500.00
5075-04	Pers Retirement	12,442.59	27,200.00	16,600.00
5078-04	PERS Survivor Benefits	51.60	50.00	75.00
5080-04	FICA/Medicare	1,385.17	1,500.00	1,650.00
5085-04	SUI	119.00	150.00	150.00
5095-04	Conferences & Meetings	1,486.49	2,500.00	3,000.00
5510-04	Retainer	101,137.70	121,400.00	121,400.00
5520-04	Special Projects		10,000.00	0.00
5521-04	Outside Counsel	3,648.67	25,000.00	10,000.00
5522-04	Attorneys Costs	506.34	1,000.00	1,000.00
5540-04	Legal Contingencies		20,000.00	0.00
5545-04	Outside Counsel/HR		30,000.00	5,000.00
5925-04	Liability Insurance - 5%	2,577.56	2,600.00	2,600.00
5965-04	Workers Comp	2,607.00	2,600.00	2,600.00
	Assistant Attorney		30,000.00	10,000.00
	SUB TOTAL ATTORNEY	144,377.59	286,800.00	197,375.00
PLANNING				
5010-05	Capital Outlay		5,000.00	0.00
5020-05	Contract Services - EMC Planning	61,100.63	60,000.00	80,000.00
5020-05	Contract Services - Vibrancy/Zoning	69,397.65	90,000.00	90,000.00
5020-05	Contract Services - EMC/Well	7,759.39	0.00	10,000.00

10A-12

Proposed A : #1 FY 16-17
Expenditures

ACCOUNT NUMBER	Description	Actual Expenses thru Apr 2017	Adopted Expenses FY 16-17	Proposed Amend #1 Expenses FY 16-17
5025-05	Dues/Subscriptions	1,965.00	1,500.00	2,000.00
5030-05	Mileage	1,500.00	2,000.00	2,000.00
5040-05	Salaries	145,293.80	174,500.00	174,500.00
5042-05	Cash Outs	12,315.08	16,000.00	15,000.00
5045-05	Overtime	1,064.97	2,000.00	2,000.00
5060-05	Long Term Disability	1,238.60	1,500.00	1,500.00
5065-05	Dental Insurance	1,911.80	2,300.00	2,300.00
5066-05	Vision Insurance	37.47	400.00	400.00
5067-05	Life Insurance	481.20	600.00	600.00
5070-05	Health Benefits	15,753.24	18,700.00	19,000.00
5071-05	Health Incentives	2,710.96	3,600.00	3,200.00
5072-05	Health Benefits - Planning Retirees	12,082.44	14,400.00	13,700.00
5073-05	Pers Retirement EE	6,274.89	0.00	8,400.00
5075-05	PERS Retirement	13,301.15	26,800.00	18,400.00
5078-05	PERS Survivor Benefits	25.80	25.00	30.00
5079-05	Deferred Comp Contributions	1,500.00	1,800.00	1,800.00
5080-05	FICA/Medicare	2,315.72	2,500.00	2,500.00
5085-05	SUI	119.00	150.00	150.00
5095-05	Training/Conferences	994.72	4,000.00	3,000.00
5218-05	TAMC RDIF Fees (should be liability)	0.00	5,000.00	0.00
5320-05	Plan Check/Building Fees	13,613.20	20,000.00	38,000.00
5370-05	Planning - Other	82.00	6,000.00	3,000.00
5425-05	Tech Support - Planning	1,092.00	1,000.00	1,500.00
5920-05	Legal Advertising	4,215.73	5,000.00	8,000.00
5925-05	Liability Insurance - 8%	4,124.08	4,200.00	4,200.00
5945-05	Planning Phones	287.70	3,000.00	500.00
5965-05	Workers Comp	4,171.20	4,200.00	4,200.00
5970-05	Equipment - Shelves	300.00	5,000.00	1,500.00
5985-05	Exercise Program	300.00	400.00	400.00
SUB TOTAL PLANNING		387,029.42	481,575.00	511,780.00
PUBLIC SAFETY				
5010-08	Capital Outlay - Vehicles	6,616.46	60,000.00	60,000.00
5010-08	Capital Outlay - Body Cameras (Equip)		10,000.00	0.00
5010-08	Traffic/Surveillance Cameras		5,000.00	0.00
5020-08	Regional Crime Analyst - PRVNT	3,000.00	10,000.00	3,000.00
5020-08	Contract Services - Code Enforcement	1,067.50	12,000.00	6,000.00

10A-12

Proposed A 1 #1 FY 16-17
Expenses

ACCOUNT NUMBER	Description	Actual Expenses thru Apr 2017	Adopted Expenses FY 16-17	Proposed Amend #1 Expenses FY 16-17
5025-08	Dues and Subscriptions	1,096.00	1,000.00	1,500.00
5030-08	Mileage Allowance	18.97	1,000.00	500.00
5040-08	Salaries	898,730.72	1,033,200.00	1,105,800.00
5040-08	COPS Grant - New Position		90,000.00	0.00
5042-08	Cash Outs for Holiday & Overtime	171,151.23	200,000.00	190,000.00
5043-08	Holiday	7,283.65	10,000.00	10,000.00
5055-08	Overtime	8,883.93	10,000.00	10,000.00
5060-08	Long Term Disability	2,333.10	3,600.00	3,600.00
5065-08	Dental Insurance	18,864.68	26,700.00	24,600.00
5066-08	Vision Insurance	1,000.00	3,200.00	3,200.00
5067-08	Life Insurance	2,354.70	3,200.00	3,200.00
5070-08	Health Benefits	132,014.36	170,200.00	168,300.00
5071-08	Health Incentives	22,557.79	32,500.00	28,000.00
5072-08	Health Benefits - Police Retirees	32,930.52	42,900.00	37,200.00
5073-08	Pers Retirement EE	68,779.31	0.00	113,100.00
5075-08	Pers Retirement	140,040.01	310,800.00	192,900.00
5077-08	Pers Replacement Benefit Contribution	7,326.48	10,000.00	8,700.00
5078-08	PERS Survivor Benefits	464.40	530.00	500.00
5079-08	Deferred Comp Contributions	10,100.00	13,200.00	12,500.00
5080-08	FICA/Medicare	18,708.86	17,000.00	23,000.00
5085-08	SUI	1,642.46	2,000.00	1,800.00
5095-08	Training/Conferences	3,789.18	10,000.00	10,000.00
5096-08	Post Training	3,225.54	5,000.00	5,000.00
5130-08	Contingency		0.00	0.00
5445-08	Personnel Consulting		8,000.00	0.00
5710-08	Animal Regulation/Vet Services		1,000.00	500.00
5715-08	Auto Fuel	14,379.60	20,000.00	20,000.00
5720-08	Auto Maintenance & Repair	27,415.52	20,000.00	30,000.00
5721-08	Auto-Detailing	1,615.00	2,200.00	2,500.00
5725-08	ACJIS/Ciets/County	19,504.04	15,000.00	24,000.00
5727-08	911 Center - Operations		32,500.00	47,000.00
5740-08	Employment Screening	11,560.26	5,000.00	15,500.00
5745-08	Equipment-Police	13,581.49	25,000.00	20,000.00
5746-08	Range Fees & Supplies	6,989.75	10,000.00	10,000.00
5760-08	Booking Fees		1,500.00	1,500.00

10A-12

Proposed A #1 FY 16-17
Expenditures

ACCOUNT NUMBER	Description	Actual Expenses thru Apr 2017	Adopted Expenses FY 16-17	Proposed Amend #1 Expenses FY 16-17
5765-08	Reserve Services	14,025.41	39,300.00	20,000.00
5770-08	Equip/ Computer	8,746.48	10,000.00	15,000.00
5785-08	Police Supplies	7,197.05	10,000.00	10,000.00
5794-08	Special Skills	1,000.00	1,200.00	1,200.00
5795-08	Uniform Allowance/Purchase/Replacement	9,989.94	10,500.00	12,000.00
5796-08	Education	4,250.00	5,400.00	6,600.00
5797-08	Arrest/Investigations/Live Scan	2,215.68	5,000.00	5,000.00
5798-08	Tracnet/IBM/Computer Maintenance	26,154.93	30,000.00	30,000.00
5884-08	Security - Locker Room	573.00	700.00	700.00
5908-08	Liability Claims		2,000.00	0.00
5925-08	Liability Insurance - 57%	29,384.08	36,100.00	29,500.00
5929-08	Locker Room Rental Payments	1,848.61	2,100.00	2,250.00
5930-08	Miscellaneous	66.00	5,000.00	5,000.00
5934-08	NGEN Maintenance	6,724.00	7,600.00	6,800.00
5935-08	NGEN Infrastructure		9,200.00	7,700.00
5945-08	Phones/Pagers	9,653.69	10,000.00	13,000.00
5965-08	Worker's Compensation	98,900.00	98,900.00	98,900.00
5985-08	Exercise Program	2,460.00	3,600.00	3,200.00
5998-08	PD Internet/Cable	2,174.35	2,400.00	3,500.00
6618-08	NGEN Principal	19,732.10	19,800.00	19,800.00
6619-08	NGEN Interest	580.10	600.00	600.00
	SUB TOTAL PUBLIC SAFETY	1,904,700.93	2,542,630.00	2,484,150.00
FIRE DEPARTMENT				
5750-09	Fire Contract	269,672.00	269,700.00	269,700.00
	SUB TOTAL FIRE DEPARTMENT	269,672.00	269,700.00	269,700.00
PUBLIC WORKS				
5010-11	Capital Outlay - Backhoe	64,088.75	75,000.00	64,100.00
5020-11	Contract Services		10,000.00	5,000.00
5020-11	Contract Services-C/D	105,003.95	140,000.00	140,000.00
5020-11	Storm Water Mgmt Contract - C&D	31,033.11	50,000.00	50,000.00
5025-11	Dues and Publications	150.00	200.00	200.00
5027-11	Permits & Licenses	2,994.00	5,000.00	5,000.00
5028-11	Pest Control	515.00	2,000.00	1,000.00
5040-11	Salaries	160,402.48	209,100.00	187,000.00
5042-11	Cash Outs	6,067.12	14,300.00	10,000.00
5055-11	Overtime	2,850.68	10,000.00	5,000.00
5060-11	Long Term Disability	177.40	250.00	250.00
5065-11	Dental Insurance	4,925.30	6,000.00	6,000.00

10A-15

Proposed A 1 #1 FY 16-17
Expenditures

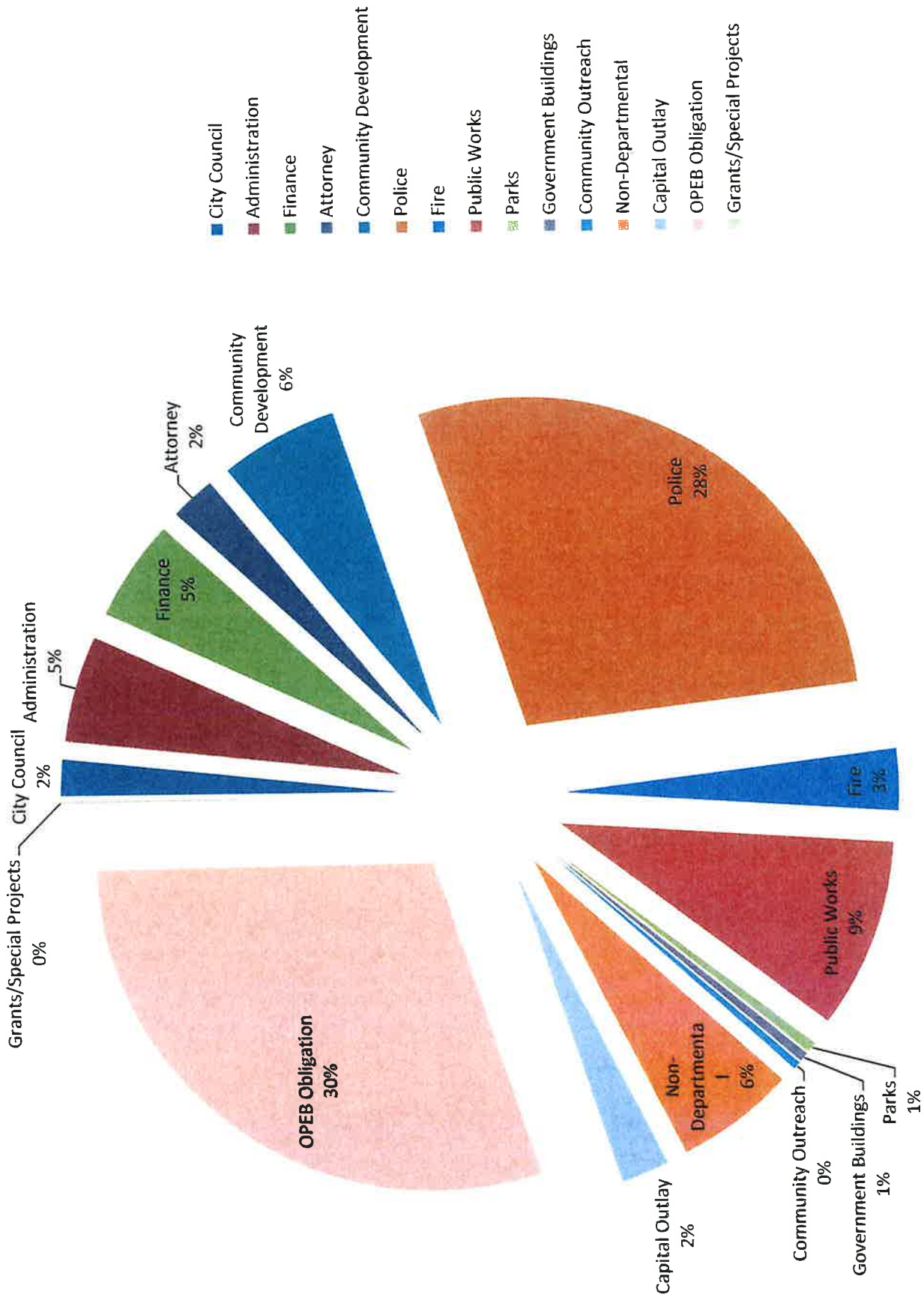
ACCOUNT NUMBER	Description	Actual Expenses thru Apr 2017	Adopted Expenses FY 16-17	Proposed Amend #1 Expenses FY 16-17
5066-11	Vision Insurance	179.88	1,200.00	800.00
5067-11	Life Insurance	623.50	800.00	800.00
5070-11	Health Benefits	39,126.60	47,900.00	48,800.00
5071-11	Health Incentives	6,770.25	9,200.00	8,200.00
5073-11	Pers Retirement EE	12,946.26	0.00	16,200.00
5075-11	Pers Retirement	20,482.62	46,700.00	25,600.00
5075-11	PERS Survivor Benefits	154.80	150.00	160.00
5078-11	Deferred Comp Contribution	1,400.00	1,800.00	1,800.00
5079-11	FICA/Medicare	2,855.04	3,500.00	3,700.00
5080-11	CA SUI	357.00	400.00	400.00
5085-11	Training/Conferences	356.02	1,000.00	1,000.00
5095-11	Tech Support - P/W	1,239.00	2,500.00	2,000.00
5425-11	Vehicle Maintenance - Backhoe/Sweeper	6,299.10	7,500.00	10,000.00
5720-11	PW Uniform/Rain Gear	1,681.47	2,500.00	4,000.00
5795-11	Perc Drainage System- Maintenance		8,800.00	2,500.00
5820-11	Storm Water 3 Year Sediment Removal		37,000.00	37,000.00
5820-11	Hope Program	40,674.39	57,000.00	57,000.00
5845-11	Street Lighting	8,127.04	16,000.00	11,000.00
5855-11	Street Work Maintenance	3,695.11	15,000.00	10,000.00
5860-11	Adopt A Highway	1,770.00	3,600.00	3,600.00
5861-11	Flags/Banners	1,482.05	12,500.00	5,500.00
5865-11	PW Trailer Security	989.76	1,100.00	1,100.00
5884-11	PW Supplies	3,078.47	5,000.00	5,000.00
5885-11	Equipment Rental	752.30	5,000.00	3,000.00
5888-11	Urban Run Off/Storm Drain/Cost Share w	9,392.74	9,300.00	9,400.00
5889-11	PW Contingency		5,000.00	5,000.00
5890-11	Street Signs	1,277.56	5,000.00	5,000.00
5898-11	Liability Insurance - 10%	5,155.08	5,200.00	5,200.00
5925-11	PW Equipment Maintenance	129.78	5,000.00	2,500.00
5935-11	Phones/Pagers	3,273.67	3,000.00	4,200.00
5945-11	New Hire Outreach - Foreman		7,500.00	8,000.00
5951-11	Refuse/Trash/Pick Up	6,601.02	40,300.00	37,000.00
5961-11	Worker's Comp	36,956.84	5,000.00	2,500.00
5965-11	Equipment Purchase	2,092.39		
5970-11				

ACCOUNT NUMBER	Description	Actual Expenses thru Apr 2017	Adopted Expenses FY 16-17	Proposed Amend #1 Expenses FY 16-17
5985-11	Exercise	600.00	750.00	750.00
5998-11	Internet/Cable	709.00	800.00	800.00
6620-11	Street Sweeper Lease - Principal	12,328.69	14,900.00	14,900.00
6621-11	Street Sweeper Lease - Interest	2,893.11	3,500.00	3,500.00
	SUB TOTAL PUBLIC WORKS	614,658.33	913,250.00	831,460.00
PARKS				
5010-12	Contract Serv/Landscape/City Hall	1,312.00	40,000.00	30,000.00
5020-12	Contract Services - Arborist		5,000.00	5,000.00
5122-12	Beach Clean Up	412.27	2,000.00	2,000.00
5630-12	Parks Maintenance	513.79	2,500.00	2,500.00
5881-12	Parks Supplies	3,357.00	5,000.00	5,000.00
5935-12	Parks Equip. Maintenance		2,000.00	1,000.00
5970-12	Parks Equip. Purchase	5,595.06	5,000.00	0.00
	SUB TOTAL PARKS	5,595.06	61,500.00	45,500.00
GOVERNMENT BUILDINGS & FACILITIES				
5010-15	City Hall Design & Review		15,000.00	0.00
5884-15	Security	1,589.88	2,000.00	2,000.00
5915-15	Fire/Bldg/Auto Insurance	15,922.00	16,000.00	16,000.00
6020-15	Maintenance & Repair	15,289.56	20,000.00	20,000.00
6020-15	Carroll Property Bathrooms		10,000.00	3,000.00
	SUB TOTAL GOVERNMENT BUILDINGS	32,801.44	63,000.00	41,000.00
COMMUNITY OUTREACH				
5873-18	Bike Trail Electric	2,736.45	5,000.00	4,000.00
5910-00	Donations/Contributions	15,776.76	16,000.00	16,000.00
6020-18	Maintenance - Bike Trails	404.79	5,000.00	5,000.00
6120-17	Disaster Supplies - EOC		1,000.00	1,000.00
6123-17	EOC Expenses		0.00	5,000.00
	Outreach - Meet City Council		1,000.00	2,500.00
6222-18	Boys & Girls Club		1,000.00	1,000.00
	SUB TOTAL COMM. OUTREACH	18,918.00	28,000.00	34,500.00
	SUB TOTAL FOR RECURRING	4,648,734.92	6,356,080.00	5,990,295.00

10A-17

ACCOUNT NUMBER	Description	Actual Expenses thru Apr 2017	Adopted Expenses FY 16-17	Proposed Amend #1 Expenses FY 16-17
CAPITAL IMPROVEMENT/DEBT PAYMENTS				
5010-20	Hickory Street - TAMC RSTP	27,635.00	116,000.00	0.00
5010-20	Desal New Wells			6,000.00
5010-20	Street Lights - Sand Dunes Drive		125,000.00	0.00
5010-20	Capital Improvements/Streets/Hickory		200,000.00	200,000.00
	SUB TOTAL CAPITAL IMP/DEBT	27,635.00	441,000.00	206,000.00
OPEB Obligation				
5136-01	OPEB Obligation - Council	420,000.00	0.00	550,000.00
5136-02	OPEB Obligation - Admin	160,000.00	0.00	212,000.00
5136-03	OPEB Obligation - Finance	120,000.00	0.00	159,000.00
5136-04	OPEB Obligation - Attorney	80,000.00	0.00	106,000.00
5136-05	OPEB Obligation - Planning	120,000.00	0.00	159,000.00
5136-08	OPEB Obligation - Police	840,000.00	0.00	1,126,000.00
5136-11	OPEB Obligation - PW	260,000.00	0.00	338,000.00
5136-00	OPEB Obligation - 16-17 Contribution		650,000.00	0.00
	SUB TOTAL OPEB OBLIGATION	2,000,000.00	650,000.00	2,650,000.00
GRANTS/ SPECIAL PROJECTS				
5733-00	Recycling Grant	5,000.00	5,000.00	5,000.00
5736-08	Bulletproof Vest Grant	895.00	900.00	2,700.00
6362-00	CSA 74 EMS Grant	430.03	3,000.00	3,000.00
6425-00	King Ventures EIR		10,000.00	0.00
	South of Tioga		100,000.00	0.00
	Cal Am 2 Wells - Cal Am Reimb.		140,000.00	0.00
	Planning Assistance/Reimbursable		50,000.00	5,000.00
	Ghandour		100,000.00	0.00
	SUBTOTAL GRANTS/ SPEC PROJECTS	6,325.03	408,900.00	15,700.00
	TOTAL SPECIAL OPERATIONS/PROGRAMS	2,033,960.03	1,499,900.00	2,871,700.00
	GRAND TOTAL EXPENSES	6,682,694.95	7,855,980.00	8,861,995.00

**Proposed #1
Expenses
FY 16-17**



AGENDA ITEM

10B (1)

MEMO

To: Honorable Mayor and City Council Members
From: Todd Bodem, City Administrator
Date: June 5, 2017
Subject: Proposed City Fiscal FY 17-18 Budget

At their June 9, 2017 Budget and Personnel Committee ("The Committee") meeting, the Committee reviewed and commented on the Fiscal Year (FY) 2017-2018 municipal budget. Budget amounts may change depending on the direction given by the City Council.

INTRODUCTION

City Staff has prepared a proposed City Budget taking into consideration a number of factors. The FY 2017-2018 Sand City proposed Budget has been prepared by City Staff with the best estimates.

There are several projects under way, in the development phase, and pending in Sand City that will improve Sand City's finances (once they are approved and implemented):

- The Bungalows 10-unit residential project in the East Dunes.
- The mixed use project at Ortiz-Catalina-Elder
- The Independent additions and second phase
- The Costco Service Station at Tioga (Revisited)
- The South of Tioga project (application submitted and under review)
- Ghandour – Monterey Bay Shores (MBS) (Approved by the California Coastal Commission). MBS has Coastal Commission approval with conditions being worked out by the developer. A preliminary grading plan has been approved by the City Council
- King Ventures – Collections on Monterey Bay Coastal Resort Project (on appeal to the California Coastal Commission)
- Home Goods

The above projects are in different stages of review, processing and approval. Some of these projects have started contributing to the City's finances.

REVENUES

The recurring budget account is the City's largest source of revenue to include property tax, sale/use tax, transaction tax, Cal-Am lease payment, and other business and license fees. City staff proposes \$2,600,000 of sales and use tax revenue, \$2,250,000 in transaction revenue, \$483,500 in Business License Revenue and \$850,000 in the California American Water (CalAm) lease payment.

There are several developments and projects in the development phase, and if those projects commence, the Committee anticipates those revenues will generate \$511,900 in grants and special project revenues for FY 17-18 which is slightly less than what was budgeted for FY 16-17. The Committee understands that there will be minimal action on the King Ventures and zero reimbursable from CalAm for the desalination well expansion. DBO has submitted their application to the City and it is being worked on. City staff anticipates receiving \$100,000 in revenue in FY 17-18 for the South of Tioga development. Although the Monterey Bay Shores project has not been approved for construction, there have been indications of it moving forward, and the Committee is anticipating \$100,000 in revenue for this proposed development. The Committee anticipates another \$130,000 for the COPS grant and \$116,000 from the TAMC-RSTP fund for the Hickory Street Improvement project.

Grand Total Revenues

The proposed total revenue projected for the FY 17-18 Budget is \$7,526,390 compared to the proposed amended FY 16-17 Budget of \$7,215,960, an increased difference of \$310,430.

EXPENDITURES

Personnel

Sand City's largest expenditure is in the area of salaries and benefits. The proposed FY 17-18 Budget does not include a Cost of Living (COLA) increase even though City staff has received COLA budgets for FY 17-18 from other Monterey County jurisdictions showing an average increase of 2.5% for the following Agencies:

- City of Carmel
- City of Del Rey Oaks (pending)
- City of Monterey
- County of Monterey
- City of Marina (pending negotiations)
- City of Pacific Grove (pending negotiations)
- City of Salinas
- City of Seaside
- MCWD
- TAMC
- MRWPCA
- LAFCO

The Consumer Price Index for SF-Oakland-SJ is 3.44%. In FY 17-18, the City of Sand City's Miscellaneous and Safety employees will receive their third year of a negotiated contract providing for a 1.66% increase for Miscellaneous and 3.33% for Safety employees. This is not a cost of living adjustment.

The City of Sand City has one of the best benefit packages compared to other Monterey County jurisdictions.

The proposed FY 17-18 Budget shows less revenue than expenditure. As a result, the Committee is not proposing a COLA increase.

Over the past several years, the City has not witnessed any significant capital improvement projects. The low bid for the Hickory Street Improvement project from Monterey Peninsula Engineering (MPE) was significantly higher than expected. The highly needed desalination well expansion project is estimated to cost more than three times as expected.

Departments in Brief (Notable)

Below, by department are some of the notable departmental budget request differences from recent years:

Administration

No significant change from prior fiscal year.

Finance

The Finance department will be going through a transition in the near future, so \$80,000 is recommended for a new position.

Attorney

The City Council approved a \$286,800 Attorney Budget for FY 16-17 with a proposed amendment of \$197,375. For FY 17-18, City Staff proposes \$229,860. The Committee recommends \$24,000 be budgeted under Assistant Attorney as that person will share some of the duties with the City Attorney. The Assistant Attorney may be the successor.

Planning

The Committee projects a decrease on the expenditure Planning Budget from the amended budget of \$511,780 in FY 16-17 to the proposed budget of \$498,010 in FY 17-18.

Public Safety

The Police Chief would like to purchase six (6) new vehicle computers estimated at \$40,000.

Public Works

Under Capital Outlay, the Public Works Supervisor is requesting \$30,000 for the purchase of a new truck and \$25,000 for a power broom. The proposed Public Works Budget for FY 17-18 is \$890,525.

Parks

In Contract Services, the Committee proposes \$25,000 for TAMC Landscaping.

Capital Improvements/Debt Payments

The low bid for the Hickory Street Improvement project from Monterey Peninsula Engineering (MPE) was significantly higher than expected, but the project expense will be split between fiscal years 16-17 and 17-18. The highly needed desalination well

expansion project is estimated to cost more than three times as expected at an estimated cost of \$420,000. The Sand Dunes Drive Street light project has been eliminated from this budget. The Committee proposes this be revisited in a future fiscal year.

Grants/Special Projects

The Committee anticipates a few projects to commence this fiscal year; therefore, anticipate expenses to incur regarding the South of Tioga project and possibly the Monterey Bay Shores development. These project expenditures will be off-set on the revenue side of the budget.

Grand Total Expenditures

The Committee is proposing a decrease in total expenditures from the proposed amended FY 16-17 Budget of \$8,861,995 and anticipated expenditures of \$8,088,252 for FY 17-18 for a decreased difference of \$773,743.

Total City Revenues/Expenditure Difference

The total expenditure from the proposed FY 17-18 Budget of \$8,088,252 (less the total revenue of \$7,526,390) leaves a shortfall of \$561,862. Historically, the City has repeatedly found a way to balance its budget throughout the fiscal year. The City Council has the option to trim this proposed budget, or review and amend it periodically throughout FY 17-18.

Recommendation

Approve the FY 2017-2018 Budget

**CITY OF SAND CITY
RESOLUTION SC _____, 2017**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAND CITY
ADOPTING THE PROPOSED CITY BUDGET FOR FISCAL YEAR 2017-2018**

WHEREAS, the Budget Committee of the City Council has reviewed the Proposed Fiscal Year 2017-2018 budget and has considered the operational and capital improvement needs of the City for the upcoming fiscal year; and

WHEREAS, the Budget Committee, working with City staff, is recommending the proposed budget, attached as Exhibit A, to the City; and

WHEREAS, the City Council recognizes that the proposed budget is subject to further review and adjustment at appropriate times as the fiscal year progresses, and

WHEREAS, certain general economic conditions and actions resulting from the California state budget process may impact the City which may require changes to the City Budget over time; and

WHEREAS, the City Council of Sand City finds the Fiscal Year 2017-2018 Proposed Budget satisfactory to commence the operations and capital programs of the City for the upcoming fiscal year.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Sand City that:

1. The attached Exhibit A is hereby adopted as the Proposed City Budget for FY 2017-2018.
2. The FY 2017-2018 Proposed Budget will be periodically reviewed and adjusted by the City Council as necessary.
3. The City staff is authorized to continue City operations as generally prescribed in the FY 2017-2018 Proposed Budget and is directed to follow the general financial guidelines outlined therein.

PASSED AND ADOPTED by the City Council of the City of Sand City on this _____, day of June, 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

APPROVED:

Mary Ann Carbone, Mayor

ATTEST:

Linda K. Scholink, City Clerk

CITY SUMMARY

	Actuals thru 4/30/17	Proposed City Amend #1 Budget FY 16-17	Proposed City Budget FY 17-18
Description			
Total City Revenues	4,575,758.21	7,215,960.00	7,526,390.00
Total City Expenditures	6,682,394.95	8,861,995.00	8,088,252.00
DIFFERENCE	-2,106,636.74	-1,646,035.00	-561,862.00

EXHIBIT A

6/12/2017

Description	Actuals thru 4/30/17	Proposed City Amend #1 Budget FY 16-17	Proposed City Budget FY 17-18
Revenues for Recurring Operation	4,461,682.18	7,059,485.00	7,014,490.00
Expenditures for Recurring Oper	4,648,434.92	5,990,295.00	6,493,352.00
SUB TOTAL	-186,752.74	1,069,190.00	521,138.00
Special Project Revenues	114,076.03	156,475.00	511,900.00
Special Expenditures	2,033,960.03	2,871,700.00	1,594,900.00
SUB TOTAL	-1,919,884.00	-2,715,225.00	-1,083,000.00

Budget Summary City Revenues

Description	Actuals thru 4/30/17	Proposed City Amend #1 Budget FY 16-17	Proposed City Budget FY 17-18
RECURRING REVENUES			
Property Taxes	134,871.58	137,900.00	142,100.00
Sales/Use Taxes	1,784,714.14	2,600,000.00	2,600,000.00
Transaction Tax	1,533,409.79	2,250,000.00	2,250,000.00
Franchise/Users Tax	187,631.35	231,400.00	231,800.00
Business License	477,277.11	478,500.00	483,500.00
Building/Plan Permits	74,441.66	87,000.00	71,900.00
Interest	27,106.75	36,380.00	35,780.00
Rental	12,463.50	15,000.00	15,000.00
ROPS Residual	12,941.19	13,000.00	75,000.00
SA Admin Fees Reimbursement	47,049.66	150,000.00	75,000.00
Misc. Revenues	169,775.45	210,305.00	184,410.00
Cal-Am	0.00	850,000.00	850,000.00
Subtotal Recurring Revenues	4,461,682.18	7,059,485.00	7,014,490.00
OTHER FINANCING SOURCES			
Special Project Revenues	0.00	0.00	250,000.00
Grants	114,076.03	156,475.00	261,900.00
Subtotal Other Revenue	114,076.03	156,475.00	511,900.00
Total Revenue	4,575,758.21	7,215,960.00	7,526,390.00

Budget Summary City Expenditures

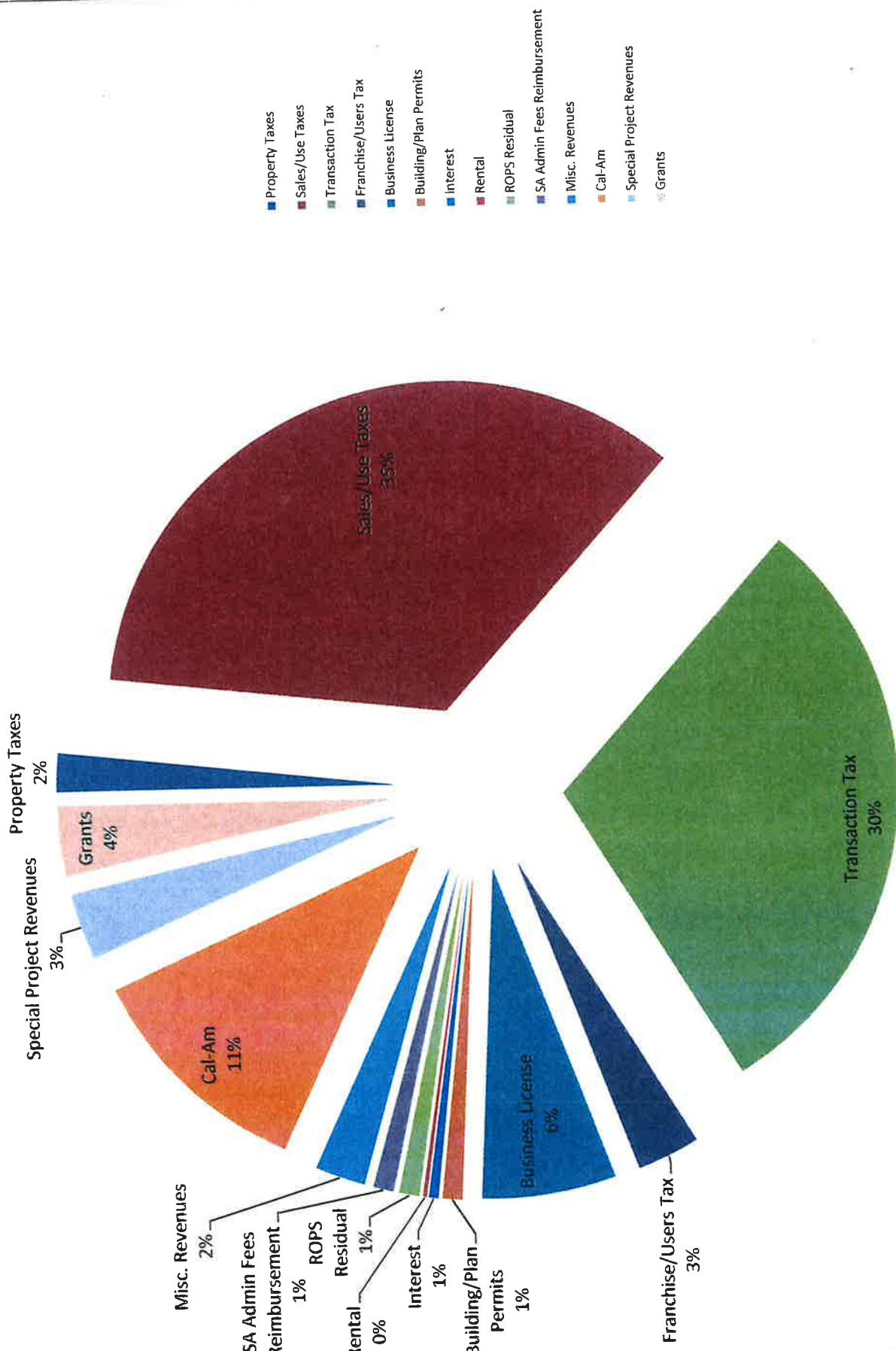
Description	Actuals thru 4/30/17	Proposed City Amend #1 Budget FY 16-17	Proposed City Budget FY 17-18
RECURRING EXPENSES			
City Council	108,214.48	158,310.00	231,760.00
Administration	357,162.91	462,370.00	533,720.00
Finance	350,915.76	439,700.00	529,210.00
Attorney	144,377.59	197,375.00	229,860.00
Community Development	386,729.42	511,780.00	498,010.00
Police	1,904,700.93	2,484,150.00	2,583,800.00
Fire	269,672.00	269,700.00	278,900.00
Public Works	614,658.33	831,460.00	890,525.00
Parks	5,595.06	45,500.00	46,500.00
Government Buildings	32,801.44	41,000.00	38,000.00
Community Outreach	94,272.40	119,500.00	129,000.00
Non-Departmental	379,334.60	429,450.00	504,067.00
SUBTOTAL FOR RECURRING EXPENSES	4,648,434.92	5,990,295.00	6,493,352.00
OTHER EXPENSES			
OPEB Obligation	2,000,000.00	2,650,000.00	650,000.00
Capital Outlay	27,635.00	206,000.00	686,000.00
Grants/Special Projects	6,325.03	15,700.00	258,900.00
SUBTOTAL OTHER EXPENSES	2,033,960.03	2,871,700.00	1,594,900.00
TOTAL EXPENSES	6,682,394.95	8,861,995.00	8,088,252.00

REVENUE ACCOUNT #	Description	Actual City Revenues thru 4/30/17	Proposed City Amend #1 Revenues	Proposed City Revenues FY 17-18
	Dept 00-General			
4005-00	Property Tax - City	89,785.99	91,000.00	95,000.00
4006-00	ROPS Residual	12,941.19	13,000.00	75,000.00
4008-00	SA Admin Fees Reimbursement	47,049.66	150,000.00	75,000.00
4010-00	Prior Year Tax	662.38	700.00	1,000.00
4012-00	Property Tax VLF	27,128.00	27,100.00	27,000.00
4015-00	SB 813	8,243.87	10,000.00	10,000.00
4020-00	Prop Tax Transfer	9,051.34	9,100.00	9,100.00
4025-00	Users Tax	106,034.13	130,000.00	130,000.00
4030-00	Sales/Use Tax	1,784,714.14	2,600,000.00	2,600,000.00
4032-00	Transaction/ Use Tax 1/2 cent	1,533,409.79	2,250,000.00	2,250,000.00
4033-00	Business License CASP Fee 70%	281.40	300.00	300.00
4035-00	Cable Franchise	3,820.06	7,600.00	7,600.00
4040-00	Refuse Franchise	44,082.81	60,000.00	60,000.00
4045-00	PG & E Gas Franchise	2,169.82	2,200.00	2,200.00
4050-00	PG & E Electric Franchise	31,524.53	31,600.00	32,000.00
4055-00	Business License	474,135.14	475,000.00	480,000.00
4060-00	Bus Lic Late Fee	3,141.97	3,500.00	3,500.00
4340-00	HOPTR Tax	225.47	500.00	500.00
4350-00	Sanitation District Impact Fees	7,351.55	15,000.00	7,500.00
4410-00	Interest City Checking/CD	5,984.44	8,000.00	200.00
4411-00	Interest - OPEB	314.95	350.00	50.00
4413-00	Interest - City Housing	25.10	30.00	30.00
4420-00	Interest - LAIF	20,782.26	28,000.00	28,000.00
	Interest - TVI CDs		0.00	7,500.00
4500-00	West End Revenue	44,349.00	46,000.00	46,000.00
4501-00	Art Committee Revenue	3,884.90	5,000.00	5,000.00
4550-00	Publications -Copies	63.35	100.00	100.00
4710-00	Mitigation		1,300.00	1,300.00
4723-00	Mayor Retirement Party Revenue	5,850.00	7,400.00	0.00
4730-00	Other-Non Dept.	15,412.18	17,000.00	10,000.00
4732-00	Reimbursements	13,173.16	15,000.00	10,000.00
4740-00	Rental/Lease	12,463.50	15,000.00	15,000.00
	SUB TOTAL	4,308,056.08	6,019,780.00	5,988,880.00

REVENUE ACCOUNT #	Description	Actual City Revenues thru 4/30/17	Proposed City Amend #1 Revenues	Proposed City Revenues FY 17-18
	Dept 05-Planning			
4115-05	Building Permit	35,514.77	37,000.00	30,000.00
4120-05	Coastal Permit	1,000.00	1,000.00	1,000.00
4125-05	CUP	6,000.00	7,000.00	8,000.00
4126-05	Temporary CUP	100.00	200.00	200.00
4140-05	Mobile Home Permit	100.00	200.00	200.00
4145-05	Site Permit	1,500.00	1,500.00	1,500.00
4150-05	Building Development	3,518.20	4,000.00	1,000.00
4155-05	Design Review Comm	600.00	700.00	600.00
4160-05	Other Planning Fees	819.00	5,000.00	5,000.00
4162-05	Reimbursement Agreements	2,272.00	5,000.00	3,000.00
4165-05	Plan Check Fees	22,617.69	25,000.00	21,000.00
4219-05	Parking Permits	400.00	400.00	400.00
	SUB TOTAL	74,441.66	87,000.00	71,900.00
	Dept 08-Police			
4210-08	City Fines	1,966.43	2,500.00	2,500.00
4221-08	SC Parking Collections	7,270.00	10,000.00	10,000.00
4225-08	Vehicle Abatement	87.74	150.00	150.00
4325-08	Motor Vehicle	170.72	200.00	200.00
4330-08	Prop 172 -911	218.88	250.00	250.00
4335-08	Post Reimbursement	5.00	5.00	10.00
4515-08	Dog Licensing		100.00	100.00
4525-08	Unclaimed Property	339.68	400.00	400.00
4560-08	Special Police			
	SUB TOTAL	10,058.45	13,605.00	13,610.00
	Dept 11-Public Works			
10-4160-11	Engineering Fees	58,536.63	75,000.00	75,000.00
31-4305-11	Gas Tax-2105	1,577.15	2,200.00	2,300.00
31-4305-11	Gas Tax-2106	4,272.27	6,100.00	6,200.00
31-4305-11	Gas Tax-2107	1,949.37	2,800.00	2,900.00
31-4305-11	Gas Tax-2107.5	1,000.00	1,000.00	1,000.00
31-4305-11	Gas Tax-2103	782.01	900.00	1,600.00
35-4205-11	Ca Code Fines	1,008.56	1,100.00	1,100.00
	SUB TOTAL	69,125.99	89,100.00	90,100.00
	Other Recurring Revenues			
4833-00	Cal-Am Lease Payment	0.00	850,000.00	850,000.00
	SUB TOTAL	4,461,682.18	7,059,485.00	7,014,490.00
	Sub Total Recurring Revenues			

REVENUE ACCOUNT #	Description	Actual City Revenues thru 4/30/17	Proposed City Amend #1 Revenues	Proposed City Revenues FY 17-18
Special Project Revenues				
4540-00	King Ventures EIR		0.00	0.00
	South of Tioga		0.00	100,000.00
	Cal Am 2 Wells Reimbursement/Split		0.00	0.00
	Consulting Planning Assistance Reimb		0.00	50,000.00
	Ghandour - Compliance/Conditions		0.00	100,000.00
	SUB TOTAL	0.00	0.00	250,000.00
Grants				
4069-08	COPS Grant	95,990.46	130,000.00	130,000.00
4070-08	BSCC Grant - Reserve Officer	10,125.00	10,125.00	0.00
4647-08	Bulletproof Vest Grant	460.57	1,350.00	900.00
4733-00	Recycling Grant	5,000.00	5,000.00	5,000.00
	Hickory Street - TAMC RSTP		0.00	116,000.00
	COPS Grant for New Position		0.00	0.00
4729-00	MBASIA Safety Grant/Fitness		7,500.00	7,500.00
4836-08	CSA 74 EMS Grant	2,500.00	2,500.00	2,500.00
	SUB TOTAL	114,076.03	156,475.00	261,900.00
	Sub Total Special Project/Grant Revenues	114,076.03	156,475.00	511,900.00
	Grand Total Revenues	4,575,758.21	7,215,960.00	7,526,390.00

FY 2017-2018 Used Revenues



Proposed FY 17-18
Expenditures

ACCOUNT NUMBER	Description	Actual City Expenses thru 4/30/17	Proposed Amend #1 City Budget Expenses FY 16-17	Proposed City Budget Expenses FY 17-18
NON DEPARTMENT				
5005-00	Arts Committee	11,703.91	13,000.00	10,000.00
5010-00	Capital Outlay		20,000.00	20,000.00
5025-00	Dues and Subscriptions	277.00	600.00	1,000.00
5026-00	Memberships/Chambers/Visitor Bureau	11,870.00	17,000.00	20,000.00
5070-00	Health Benefits	618.03	900.00	900.00
5135-00	LAFCO	4,922.39	4,950.00	5,000.00
5137-00	GASB 68 - Unfunded Liability	252,328.00	252,350.00	301,367.00
5202-00	EAP Program	1,215.00	1,250.00	1,300.00
5425-00	Technical Support	3,339.00	4,000.00	4,000.00
5905-00	City Events	33,424.35	35,000.00	35,000.00
5911-00	FORA	14,000.00	14,000.00	14,000.00
5920-00	Advertising		500.00	500.00
5930-00	Miscellaneous Expense	846.18	5,000.00	5,000.00
5935-00	Office Equipment Maint.	7,470.95	8,500.00	8,500.00
5940-00	Office Supplies	19,255.58	25,000.00	25,000.00
5945-00	Telephone	466.23	1,000.00	1,000.00
5950-00	Physical Exams/Vaccinations	150.00	1,200.00	1,200.00
5955-00	Public Official Bond	950.00	950.00	1,000.00
5960-00	Utilities	14,065.43	17,000.00	17,000.00
5970-00	Equipment Purchase	917.95	5,000.00	10,000.00
5980-00	Bank Charges	120.00	250.00	300.00
5998-00	Internet/Web	1,394.60	2,000.00	2,000.00
5140-00	Records Retention		0.00	20,000.00
	SUB TOTAL NON DEPARTMENT	379,334.60	429,450.00	504,067.00
CITY COUNCIL				
5000-01	Municipal Code		6,000.00	5,000.00
5010-01	Capital Outlay		5,000.00	10,000.00
5022-01	MPRWA	2,320.00	2,350.00	1,800.00
5025-01	Dues/Subscriptions	949.00	1,500.00	1,500.00
5030-01	Mileage/Expense	2,000.00	3,000.00	3,000.00
5065-01	Dental	8,245.20	9,800.00	11,300.00

10B-9

ACCOUNT NUMBER	Description	Actual City Expenses thru 4/30/17	Proposed Amend #1 City Budget Expenses FY 16-17	Proposed City Budget Expenses FY 17-18
5066-01	Vision	94.00	600.00	2,000.00
5070-01	Health Benefits	45,009.30	51,600.00	55,300.00
5071-01	Health Incentives	7,745.70	8,700.00	8,000.00
5073-01	Pers Retirement EE	933.12	1,250.00	1,600.00
5075-01	Pers Retirement	1,476.25	2,000.00	2,500.00
5078-01	PERS Survivor Benefits	154.80	160.00	160.00
	Pay Down Pers Side Fund		0.00	1,000.00
5079-01	Deferred Comp Contribution		2,200.00	2,200.00
5080-01	FICA/ Medicare	1,864.71	10,000.00	15,000.00
5095-01	Training & Conferences	5,992.40	1,400.00	2,000.00
5100-01	Watermaster Assessment	1,352.00	18,000.00	18,000.00
5110-01	Council Meetings	15,000.00	150.00	50,000.00
5130-01	Contingency Funds	472.05	15,000.00	3,000.00
5131-01	Website	2,731.72	3,000.00	14,000.00
5920-01	Advertising -" Coop "-Newspaper	8,070.00	10,000.00	4,500.00
5945-01	Council Phones	2,964.23	4,500.00	13,400.00
5965-01	Workers Comp		1,000.00	5,000.00
5970-01	Council Equipment	840.00	1,100.00	1,500.00
5985-01	Exercise Program			
	SUB TOTAL CITY COUNCIL	108,214.48	158,310.00	231,760.00
	ADMINISTRATION			
5010-02	Capital Outlay		0.00	10,000.00
5020-02	Contract Services - Personnel/LCW	7,230.75	15,000.00	20,000.00
5020-02	Contract Services - HF&H	4,527.55	7,000.00	10,000.00
5020-02	Part-Time Employee		5,000.00	20,000.00
5025-02	Dues/Subscriptions	2,414.07	3,000.00	3,000.00
5030-02	Mileage	3,000.00	4,000.00	4,000.00
5040-02	Salaries	206,922.40	248,400.00	252,500.00
5042-02	Cash Outs	14,307.34	18,000.00	21,600.00
5055-02	Overtime	722.61	1,000.00	1,000.00
5060-02	Long Term Disability	2,660.30	3,200.00	3,200.00
5065-02	Dental Insurance	2,903.20	4,900.00	4,800.00
5066-02	Vision Insurance	437.46	700.00	800.00
5067-02	Life Insurance	553.10	700.00	700.00
5070-02	Health Benefits	24,755.22	29,900.00	30,400.00
5071-02	Health Incentives	4,260.14	5,000.00	4,400.00
5072-02	Health Benefits - Admin Retirees	10,453.74	13,500.00	13,600.00
5073-02	Pers Retirement EE	11,067.12	14,800.00	15,000.00
5075-02	Pers Retirement	20,883.10	28,500.00	28,800.00

ACCOUNT NUMBER	Description	Actual City Expenses thru 4/30/17	Proposed Amend #1 City Budget Expenses FY 16-17	Proposed City Budget Expenses FY 17-18
5078-02	PERS Survivor Benefits	103.20	120.00	120.00
	Pay Down Pers Side Fund		2,400.00	2,400.00
5079-02	Deferred Comp Contributions	2,000.00	4,200.00	4,200.00
5080-02	FICA/Medicare	3,337.68	400.00	400.00
5085-02	CA SUI	357.00	15,000.00	15,000.00
5095-02	Training & Conferences	8,420.17	5,000.00	25,000.00
5130-02	Contingency Fund	729.00	4,000.00	4,000.00
5210-02	Payroll Processing/Other	3,213.23	0.00	10,000.00
5220-02	Special Projects Consulting/Appraisals		4,000.00	4,000.00
5425-02	Tech Support - Admin	3,234.00	6,200.00	7,400.00
5925-02	Liability Insurance - 12%	6,186.12	4,000.00	4,000.00
5945-02	Admin Phones	2,396.99	8,100.00	7,000.00
5965-02	Workers Comp	8,100.76	5,000.00	5,000.00
5970-02	Equipment/ Furniture Purchase	936.66	1,350.00	1,400.00
5985-02	Exercise Program	1,050.00		
	SUB TOTAL ADMINISTRATION	357,162.91	462,370.00	533,720.00
FINANCE				
5010-03	Capital Outlay	10,218.68	25,000.00	10,000.00
5020-03	Contractual/Bartel - GASB	2,500.00	5,000.00	20,000.00
5023-03	Sales Tax/Transaction Tax Admin Fees	35,022.38	35,000.00	35,000.00
5025-03	Dues/Subscriptions	465.00	1,000.00	1,000.00
5030-03	Mileage	1,500.00	2,000.00	2,000.00
5040-03	Salaries	145,889.80	175,200.00	178,000.00
5040-03	New Position		7,800.00	13,700.00
5042-03	Cash Outs	7,721.83	2,600.00	2,600.00
5060-03	Long Term Disability	2,162.90	2,600.00	2,600.00
5065-03	Dental	2,140.10	500.00	600.00
5066-03	Vision	164.98	600.00	600.00
5067-03	Life Insurance	445.50	21,700.00	23,000.00
5070-03	Health Benefits	18,778.26	3,700.00	2,400.00
5071-03	Health Incentives	2,323.68	15,200.00	15,400.00
5073-03	Pers Retirement EE	11,344.41	24,000.00	24,400.00
5075-03	Pers Retirement	17,948.24	100.00	80.00
5078-03	PERS Survivor Benefits	77.40		
	Pay Down Pers Side Fund	1,500.00	1,800.00	1,800.00
5079-03	Deferred Comp Contributions	2,157.44	2,700.00	2,700.00
5080-03	FICA/Medicare	119.00	200.00	200.00
5085-03	SUI	1,968.52	5,000.00	5,000.00
5095-03	Training/Conferences			

ACCOUNT NUMBER	Description	Actual City Expenses thru 4/30/17	Proposed Amend #1 City Budget Expenses FY 16-17	Proposed City Budget Expenses FY 17-18
5405-03	Property Tax Fees	1,088.00	1,300.00	1,400.00
5410-03	Audit	36,971.70	37,000.00	39,000.00
5415-03	Management Services	5,033.94	7,500.00	10,000.00
5415-03	Clearvue	1,750.00	3,500.00	3,500.00
5425-03	Tech Support - Finance	10,635.50	15,000.00	10,000.00
5440-03	BL Prop. & Sales Tax Agreements (HDL)	22,507.53	30,000.00	30,000.00
5925-03	Liability Insurance - 8%	4,124.08	4,200.00	4,900.00
5965-03	Workers Comp	4,171.20	4,200.00	4,030.00
5970-03	Equipment/ Furniture Purchase	35.69	5,000.00	5,000.00
5985-03	Exercise	150.00	300.00	300.00
	SUB TOTAL FINANCE	350,915.76	439,700.00	529,210.00
ATTORNEY				
5070-04	Health Benefits	9,001.86	10,900.00	11,000.00
5071-04	Health Incentives	1,549.14	1,900.00	1,600.00
5073-04	Pers Retirement EE	7,864.47	10,500.00	10,700.00
5075-04	Pers Retirement	12,442.59	16,600.00	17,000.00
5078-04	PERS Survivor Benefits	51.60	75.00	60.00
	Pay Down Pers Side Fund			
	FICA/Medicare	1,385.17	1,650.00	1,650.00
5080-04	SUI	119.00	150.00	150.00
5085-04	Conferences & Meetings	1,486.49	3,000.00	2,500.00
5095-04	Retainer	101,137.70	121,400.00	123,400.00
5510-04	Special Projects	3,648.67	0.00	0.00
5520-04	Outside Counsel	506.34	10,000.00	10,000.00
5521-04	Attorneys Costs		1,000.00	1,000.00
5522-04	Legal Contingencies		0.00	10,000.00
5540-04	Outside Counsel/HR		5,000.00	11,000.00
5545-04	Liability Insurance - 5%	2,577.56	2,600.00	3,100.00
5925-04	Workers Comp	2,607.00	2,600.00	2,700.00
5965-04	Assistant Attorney		10,000.00	24,000.00
	SUB TOTAL ATTORNEY	144,377.59	197,375.00	229,860.00
PLANNING				
5010-05	Capital Outlay		0.00	5,000.00
5020-05	Contract Services - EMC Planning	61,100.63	80,000.00	60,000.00
5020-05	Contract Services - EMC Vibrancy	69,397.65	90,000.00	78,000.00
5020-05	Contract Services - EMC Well	7,759.39	10,000.00	0.00
5025-05	Dues/Subscriptions	1,965.00	2,000.00	2,000.00

Proposed FY 17-18 Expenditures

ACCOUNT NUMBER	Description	Actual City Expenses thru 4/30/17	Proposed Amend #1 City Budget Expenses FY 16-17	Proposed City Budget Expenses FY 17-18
5030-05	Mileage	1,500.00	2,000.00	2,000.00
5040-05	Salaries	145,293.80	174,500.00	177,300.00
5042-05	Cash Outs	12,315.08	15,000.00	14,500.00
5055-05	Overtime	1,064.97	2,000.00	2,000.00
5060-05	Long Term Disability	1,238.60	1,500.00	1,500.00
5065-05	Dental Insurance	1,911.80	2,300.00	2,300.00
5066-05	Vision Insurance	37.47	400.00	400.00
5067-05	Life Insurance	481.20	600.00	600.00
5070-05	Health Benefits	15,753.24	19,000.00	19,400.00
5071-05	Health Incentives	2,710.96	3,200.00	2,800.00
5072-05	Health Benefits - Planning Retirees	12,082.44	13,700.00	9,400.00
5073-05	Pers Retirement EE	6,274.89	8,400.00	8,500.00
5075-05	PERS Retirement	13,301.15	18,400.00	18,500.00
5078-05	PERS Survivor Benefits	25.80	30.00	30.00
5079-05	Pay Down Pers Side Fund	1,500.00	1,800.00	1,800.00
5080-05	Deferred Comp Contributions	2,315.72	2,500.00	2,500.00
5085-05	FICA/Medicare	119.00	150.00	150.00
5095-05	SUI	994.72	3,000.00	4,000.00
5320-05	Training/Conferences	13,613.20	38,000.00	40,000.00
5370-05	Plan Check/Building Fees	82.00	3,000.00	3,000.00
5425-05	Planning - Other	1,092.00	1,500.00	1,500.00
5920-05	Tech Support - Planning	4,215.73	8,000.00	6,000.00
5925-05	Legal Advertising	4,124.08	4,200.00	4,900.00
5945-05	Liability Insurance - 8%	287.70	500.00	500.00
5965-05	Planning Phones	4,171.20	4,200.00	4,030.00
5970-05	Workers Comp		1,500.00	5,000.00
5985-05	Equipment		400.00	400.00
	Exercise Program			20,000.00
	Consult/Economic Analyst-S of Tioga			498,010.00
	SUB TOTAL PLANNING	386,729.42	511,780.00	
PUBLIC SAFETY				
5010-08	Capital Outlay - Vehicle Computers	6,616.46	60,000.00	40,000.00
5010-08	Capital Outlay - Body Cameras		0.00	0.00
5010-08	Traffic/Surveillance Cameras		0.00	0.00
5020-08	Regional Crime Analyst - PRVNT	3,000.00	3,000.00	3,000.00
5020-08	Contract Services - Code Enforcement	1,067.50	6,000.00	12,000.00
5025-08	Dues and Subscriptions	1,096.00	1,500.00	1,500.00
5030-08	Mileage Allowance	18.97	500.00	500.00
5040-08	Salaries	898,730.72	1,105,800.00	1,200,000.00

Proposed FY 17-18
Expenditures

ACCOUNT NUMBER	Description	Actual City Expenses thru 4/30/17	Proposed Amend #1 City Budget Expenses FY 16-17	Proposed City Budget Expenses FY 17-18
5042-08	Cash Outs for Holiday & Overtime	171,151.23	190,000.00	190,000.00
5043-08	Holiday	7,283.65	10,000.00	10,000.00
5055-08	Overtime	8,883.93	10,000.00	10,000.00
5060-08	Long Term Disability	2,333.10	3,600.00	3,200.00
5065-08	Dental Insurance	18,864.68	24,600.00	26,000.00
5066-08	Vision Insurance	1,000.00	3,200.00	4,200.00
5067-08	Life Insurance	2,354.70	3,200.00	3,200.00
5070-08	Health Benefits	132,014.36	168,300.00	176,900.00
5071-08	Health Incentives	22,557.79	28,000.00	25,700.00
5072-08	Health Benefits - Police Retirees	32,930.52	37,200.00	38,000.00
5073-08	Pers Retirement EE	68,779.31	113,100.00	91,800.00
5075-08	Pers Retirement	140,040.01	192,900.00	229,800.00
5077-08	Pers Replacement Benefit Contribution	7,326.48	8,700.00	8,700.00
5078-08	PERS Survivor Benefits	464.40	500.00	600.00
5079-08	Pay Down Pers Side Fund	10,100.00	12,500.00	13,200.00
5080-08	Deferred Comp Contributions	18,708.86	23,000.00	20,000.00
5085-08	FICA/Medicare	1,642.46	1,800.00	1,800.00
5095-08	SUI	3,789.18	10,000.00	15,000.00
5096-08	Training/Conferences	3,225.54	5,000.00	5,000.00
5130-08	Post Training		0.00	10,000.00
5130-08	Contingency		500.00	500.00
5710-08	Animal Regulation/Vet Services		20,000.00	20,000.00
5715-08	Auto Fuel	14,379.60	30,000.00	30,000.00
5720-08	Auto Maintenance & Repair	27,415.52	30,000.00	30,000.00
5721-08	Auto-Detailing	1,615.00	2,500.00	2,500.00
5725-08	ACJIS/Clients/County/T-Lines	19,504.04	24,000.00	20,000.00
5727-08	911 Center - Operations	47,000.00	47,000.00	40,000.00
5740-08	Employment Screening	11,560.26	15,500.00	4,000.00
5745-08	Equipment-Police	13,581.49	20,000.00	20,000.00
5746-08	Range Fees & Supplies	6,989.75	10,000.00	10,000.00
5760-08	Booking Fees		1,500.00	1,500.00
5765-08	Reserve Services	14,025.41	20,000.00	40,500.00

ACCOUNT NUMBER	Description	Actual City Expenses thru 4/30/17	Proposed Amend #1 City Budget Expenses FY 16-17	Proposed City Budget Expenses FY 17-18
5770-08	Equip/ Computer	8,746.48	15,000.00	10,000.00
5785-08	Police Supplies	7,197.05	10,000.00	10,000.00
5794-08	Special Skills	1,000.00	1,200.00	1,200.00
5795-08	Uniform Allowance/Purchase/Replacement	9,989.94	12,000.00	11,000.00
5796-08	Education	4,250.00	6,600.00	7,000.00
5797-08	Arrest/Investigations/Live Scan	2,215.68	5,000.00	5,000.00
5798-08	Tracnet & computer maintenance	26,154.93	30,000.00	30,000.00
5884-08	Security - Locker Room	573.00	700.00	600.00
5925-08	Liability Insurance - 57%	29,384.08	29,500.00	35,000.00
5929-08	Locker Room Rental Payments	1,848.61	2,250.00	2,300.00
5930-08	Miscellaneous	66.00	5,000.00	5,000.00
5934-08	NGEN Maintenance	6,724.00	6,800.00	6,800.00
5935-08	NGEN Infrastructure		7,700.00	8,000.00
5945-08	Phones/Pagers	9,653.69	13,000.00	13,000.00
5965-08	Worker's Compensation	98,900.00	98,900.00	103,800.00
5985-08	Exercise Program	2,460.00	3,200.00	3,600.00
5998-08	PD Internet	2,174.35	3,500.00	2,400.00
6618-08	NGEN Principal	19,732.10	19,800.00	0.00
6619-08	NGEN Interest	580.10	600.00	0.00
	SUB TOTAL PUBLIC SAFETY	1,904,700.93	2,484,150.00	2,583,800.00
FIRE DEPARTMENT				
5750-09	Fire Contract	269,672.00	269,700.00	278,900.00
	SUB TOTAL FIRE DEPARTMENT	269,672.00	269,700.00	278,900.00
PUBLIC WORKS				
5010-11	Capital Outlay - Truck	64,088.75	64,100.00	30,000.00
5010-11	Power Broom			25,000.00
5020-11	Contract Services		5,000.00	10,000.00
5020-11	Contract Services-C/D	105,003.95	140,000.00	60,000.00
5020-11	Contract Services C/D - Storm Water	31,033.11	50,000.00	45,000.00
5020-11	Contract Services C/D - Developer			82,200.00
5020-11	Contract Services C/D - Regional Fee			11,215.00
5025-11	Dues and Publications	150.00	200.00	200.00
5027-11	Permits & Licenses	2,994.00	5,000.00	5,000.00
5028-11	Pest Control	515.00	1,000.00	1,000.00
5040-11	Salaries	160,402.48	187,000.00	193,100.00
5042-11	Cash Outs	6,067.12	10,000.00	6,000.00
5055-11	Overtime	2,850.68	5,000.00	5,000.00
5060-11	Long Term Disability	177.40	250.00	250.00

Proposed (Y 17-18
Expenses

ACCOUNT NUMBER	Description	Actual City Expenses thru 4/30/17	Proposed Amend #1 City Budget Expenses FY 16-17	Proposed City Budget Expenses FY 17-18
5065-11	Dental Insurance	4,925.30	6,000.00	7,300.00
5066-11	Vision Insurance	179.88	800.00	1,200.00
5067-11	Life Insurance	623.50	800.00	800.00
5070-11	Health Benefits	39,126.60	48,800.00	49,800.00
5071-11	Health Incentives	6,770.25	8,200.00	7,300.00
5073-11	Pers Retirement EE	12,946.26	16,200.00	16,400.00
5075-11	Pers Retirement	20,482.62	25,600.00	22,600.00
5078-11	PERS Survivor Benefits	154.80	160.00	160.00
	Pay Down Pers Side Fund			1,800.00
5079-11	Deferred Comp Contribution	1,400.00	1,800.00	1,800.00
5080-11	FICA/Medicare	2,855.04	3,700.00	3,500.00
5085-11	CA SUI	357.00	400.00	400.00
5095-11	Training/Conferences	356.02	1,000.00	2,000.00
5425-11	Tech Support - PW	1,239.00	2,000.00	2,500.00
5720-11	Vehicle Maintenance - Backhoe/Sweeper	6,299.10	10,000.00	10,000.00
5795-11	PW Uniform Maintenance & Replacement	1,681.47	4,000.00	4,000.00
5820-11	Perc Drainage System- Maintenance		2,500.00	8,800.00
5820-11	Storm Water 3 Year Sediment Removal		37,000.00	0.00
5845-11	Hope Program	40,674.39	57,000.00	57,000.00
5855-11	Street Lighting	8,127.04	11,000.00	11,000.00
5860-11	Street Work/Sidewalk Maintenance	3,695.11	10,000.00	15,000.00
5861-11	Adopt A Highway	1,770.00	3,600.00	3,600.00
5865-11	Flags/Banners	1,482.05	5,500.00	10,000.00
5884-11	PW Trailer Security	989.76	1,100.00	1,100.00
5885-11	PW Supplies	3,078.47	5,000.00	5,000.00
5888-11	Equipment Rental	752.30	3,000.00	5,000.00
5889-11	Urban Run Off/Storm Drain/Cost Share w	9,392.74	9,400.00	9,400.00
5890-11	PW Contingency		5,000.00	10,000.00
5898-11	Street Signs	1,277.56	5,000.00	5,000.00
5925-11	Liability Insurance - 10%	5,155.08	5,200.00	6,200.00
5935-11	PW Equipment Maintenance	129.78	2,500.00	5,000.00
5945-11	Phones/Pagers	3,273.67	4,200.00	4,200.00
5951-11	New Hire Outreach - Foreman	6,601.02	8,000.00	8,000.00
5961-11	Refuse/Trash/Pick Up	36,956.84	37,000.00	97,500.00
5965-11	Worker's Comp	2,092.39	2,500.00	5,000.00
5970-11	Equipment Purchase			

Proposed Y 17-18
Expenditures

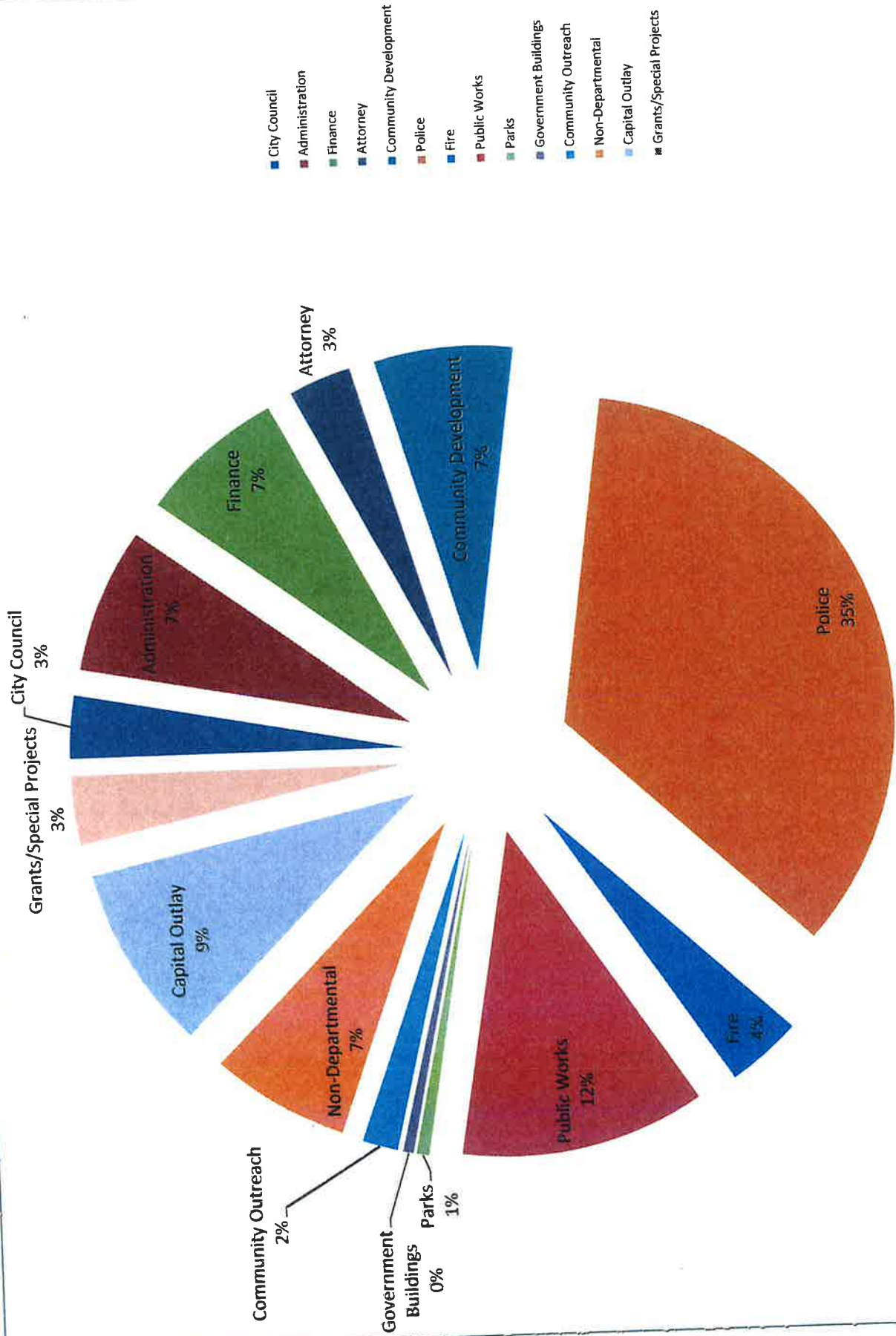
ACCOUNT NUMBER	Description	Actual City Expenses thru 4/30/17	Proposed Amend #1 City Budget Expenses FY 16-17	Proposed City Budget Expenses FY 17-18
5985-11	Exercise	600.00	750.00	800.00
5998-11	Internet/Cable	709.00	800.00	900.00
6620-11	Street Sweeper Lease - Principal	12,328.69	14,900.00	15,500.00
6621-11	Street Sweeper Lease - Interest	2,893.11	3,500.00	2,800.00
	SUB TOTAL PUBLIC WORKS	614,658.33	831,460.00	890,525.00
PARKS				
5020-12	Contract Serv/Landscape/City Hall/TAMC	1,312.00	30,000.00	25,000.00
5020-12	Contract Services - Arborist		5,000.00	5,000.00
5122-12	Beach Clean Up	412.27	2,000.00	2,000.00
5630-12	Parks Maintenance	513.79	2,500.00	2,500.00
5881-12	Parks Supplies	3,357.00	5,000.00	5,000.00
5935-12	Parks Equip. Maintenance		1,000.00	2,000.00
5970-12	Parks Equip. Purchase		0.00	5,000.00
	SUB TOTAL PARKS	5,595.06	45,500.00	46,500.00
GOVERNMENT BUILDINGS & FACILITIES				
5010-15	City Hall Design & Review		0.00	0.00
5884-15	Security	1,589.88	2,000.00	2,000.00
5915-15	Fire/Bldg/Auto Insurance	15,922.00	16,000.00	16,000.00
6020-15	Maintenance & Repair	15,289.56	20,000.00	20,000.00
6020-15	Carroll Property Bathrooms		3,000.00	0.00
	SUB TOTAL GOVERNMENT BUILDINGS	32,801.44	41,000.00	38,000.00
COMMUNITY OUTREACH				
5004-18	Art Committee Events (West End)	75,354.40	85,000.00	85,000.00
5873-11	Bike Trail Electric	2,736.45	4,000.00	5,000.00
5910-00	Donations/Contributions	15,776.76	16,000.00	17,000.00
6020-18	Maintenance - Bike Trails	404.79	5,000.00	5,000.00
6120-17	Disaster Supplies - EOC		1,000.00	1,000.00
6123-17	EOC Expenses		5,000.00	10,000.00
	Outreach - Meet City Council		2,500.00	5,000.00
6222-18	Boys & Girls Club		1,000.00	1,000.00
	SUB TOTAL COMM. OUTREACH	94,272.40	119,500.00	129,000.00
	SUB TOTAL FOR RECURRING	4,648,434.92	5,990,295.00	6,493,352.00

10B-17

Proposed FY 17-18
Expenditures

ACCOUNT NUMBER	Description	Actual City Expenses thru 4/30/17	Proposed Amend #1 City Budget Expenses FY 16-17	Proposed City Budget Expenses FY 17-18
CAPITAL IMPROVEMENT/DEBT PAYMENTS				
5010-20	Hickory Street - TAMC RSTP	27,635.00	0.00	116,000.00
5010-20	Desal New Wells		6,000.00	420,000.00
5010-20	Street Lights - Sand Dunes Drive		0.00	0.00
5010-20	Capital Improvements/Streets/Hickory		200,000.00	150,000.00
	SUB TOTAL CAPITAL IMP/DEBT	27,635.00	206,000.00	686,000.00
OPEB OBLIGATION				
5136-00	OPEB Obligation - Annual Contribution		650,000.00	0.00
5136-01	OPEB Obligation - Council	420,000.00	420,000.00	130,000.00
5136-02	OPEB Obligation - Admin	160,000.00	160,000.00	52,000.00
5136-03	OPEB Obligation - Finance	120,000.00	120,000.00	39,000.00
5136-04	OPEB Obligation - Attorney	80,000.00	80,000.00	26,000.00
5136-05	OPEB Obligation - Planning	120,000.00	120,000.00	39,000.00
5136-08	OPEB Obligation - Police	840,000.00	840,000.00	286,000.00
5136-11	OPEB Obligation - P/W	260,000.00	260,000.00	78,000.00
	SUBTOTAL OPEB OBLIGATION	2,000,000.00	2,650,000.00	650,000.00
GRANTS/ SPECIAL PROJECTS				
5733-00	Recycling Grant	5,000.00	5,000.00	5,000.00
5736-08	Bulletproof Vest Grant	895.00	2,700.00	900.00
6362-00	CSA 74 EMS Grant	430.03	3,000.00	3,000.00
6425-00	King Ventures EIR		0.00	0.00
	South of Tioga		0.00	100,000.00
	Cal Am 2 Wells - Cal Am Reimb.		0.00	0.00
	Planning Assistance/Reimbursable		5,000.00	50,000.00
	Ghandour		0.00	100,000.00
	SUBTOTAL GRANTS/ SPEC PROJECTS	6,325.03	15,700.00	258,900.00
TOTAL SPECIAL OPERATIONS/PROGRAMS			2,871,700.00	1,594,900.00
GRAND TOTAL EXPENSES			8,861,995.00	8,088,252.00

FY 2017-2018 Period Expenses



AGENDA ITEM

10B (2)

MEMO

To: Honorable Mayor and City Council Members
From: Todd Bodem, City Administrator
Date: June 14, 2017
Subject: Resolution Establishing Appropriation Limit for Fiscal Year 2017-18

BACKGROUND

On November 6, 1979, California voters approved the Gann Spending Limitation Initiative (Proposition 4) establishing Article XIII B of the State Constitution. Article XIII B sets limits on the amount of tax revenue that the State and most local governments can appropriate within a given fiscal year. Its basic provisions are as follows:

- Each year, the State and Local governments must adopt a resolution establishing an Appropriations Limit, also known as the "Gann Limit". Fiscal Year 1984-85 appropriations serve as the base for this limit, with adjustments being made annually to reflect increases in population, the cost of living, and financial responsibilities transfers.
- Only tax proceeds are subject to the limit. Charges for services, regulatory fees, grants, loans, donations and other non-tax proceeds are not subject to the limit. Exemptions are also made for voter-approved debt, debt that existed prior to January 1, 1979, and for the cost of compliance with court or Federal government mandates.
- All tax revenues received in excess of the Appropriation Limit must be refunded to taxpayers within a two-year period.
- The voters may approve an increase in the Appropriation Limit. For the increase to remain in effect, however, it must be re-approved by voters at four year intervals.

On June 5, 1990, California voters approved the Traffic Congestion Relief and Spending Limitation Act (Proposition 111), which made various amendments to Article XIII B of the State Constitution. The major changes, which became effective July 1, 1990, are as follows:

- The change in the cost of living is defined to be either the change in California per capita personal income or the change in assessed valuation due to the addition of non-residential new construction. Previously, the change in the cost of living was defined as the lesser of the change in the U.S. Consumer Price Index or the change in California per capita personal income.
- The change in population is defined as either a change in the City's population or a change in the County's population, whichever is greater.

- Tax revenues received in excess of the Appropriations Limit must be refunded to taxpayers only if the limit is exceeded over a two-year period.

The annual calculation of the Appropriations Limit must be reviewed as part of the City's annual audit.

Based on the above information, the change in California per capita personal income has been used as the price factor for the FY 2017-18 Appropriations Limit calculations.

The "population factor" to be used in calculating the Appropriations Limit is defined by the Proposition 111 as either a change in the City's population or a change in the County's population, which is greater. Per information provided by the California Department of Finance (DOF), following are the population changes from 2016-2017:

- 1) Change in City of Sand City population: 0.52%
- 2) Change in Monterey County population: 1%

Since Option 2 (change in County of Monterey population) is greater than the City of Sand City population change, it is recommended to be used as the County population factor for the FY 2017-18 Appropriation Limit calculations.

The City's Appropriations Limit for FY 2016-17 was \$10,332,281. The recommended change factor, as allowed by Proposition 111 due to cost of living and population is 1.047269. This results in a FY 2017-18 Appropriation Limit of \$10,820,678.

FISCAL IMPACT

There is no fiscal impact associated with adoption of the 2017-18 Appropriations Limit, as the City is safely within its legal appropriations limit for FY 2017-18.

RECOMMENDATION

Adopt a Resolution establishing Appropriations Limit of \$10,820,678 for the City of Sand City Fiscal Year 2017-18.

ATTACHMENTS

- Resolution – Appropriation Limit FY 2017-18
- Appropriation Limits Calculation Data

CITY OF SAND CITY
RESOLUTION SC ___, 2017

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAND CITY
ESTABLISHING AN APPROPRIATIONS LIMIT FOR FISCAL YEAR 2017-2018
PURSUANT TO ARTICLE XIII B OF THE CALIFORNIA CONSTITUTION

WHEREAS, Article XIII B of the California Constitution provides that the total annual appropriations subject to limitations of each governmental entity, including this City, shall not exceed the appropriations limit of such entity of government for the prior year adjusted for changes in population and inflation mandated by Proposition 4 (1979) and Proposition 111 (1990), except as otherwise provided in said Article XIII B and implementing state statutes; and

WHEREAS, pursuant to Article XIII B of the California Constitution, and Section 7900 et seq. of the California Government Code, the City is required to calculate and set its appropriations limit for each fiscal year; and

WHEREAS, based on such calculations the City had determined said appropriations limit and pursuant to Section 7910 of the California Government Code has made available to the public the documentation used in the determination of the appropriations limit; and

WHEREAS, an appropriations limit of \$10,332,281 was calculated and established for Fiscal Year 2016-17, and a new appropriations limit for Fiscal Year 2017-18 has been calculated as \$10,820,678 illustrated on Exhibit A, attached hereto and incorporated herein by this reference, using the inflation factor and population increase factor allowed by state law.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Sand City that the appropriations limit for Fiscal Year 2017-18 shall be and is hereby established in the amount of \$10,820,678.

PASSED AND ADOPTED, at a regular meeting of the City Council of the City of Sand City, this ___ day of June, 2017 by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Mary Ann Carbone, Mayor

ATTEST:

Linda K. Scholink, City Clerk

EXHIBIT A
CITY OF SAND CITY
APPROPRIATIONS LIMIT CALCULATION
FISCAL YEAR 2017-2018

A.	Last Year's Limit	\$10,332,281
B.	2017-18 Per Capital of Living Change = 3.69 percent Population Change = 1.00 (Monterey Co.)	
C.	Adjustment Factors	
	1. Per Capita Cost of Living converted to a ratio:	$\frac{3.69 + 100}{100} = 1.0369$
	2. Population converted to a ratio:	$\frac{1.00 + 100}{100} = 1.01$
	3. Calculation of factor FY 2017-18	1.0369 x 1.01 = 1.047269
	FY 2017-18 Adjustment: \$10,332,281 x 1.047269 = <u>\$10,820,678</u>	

Attachment C
Annual Percent Change in Population Minus Exclusions*
January 1, 2016 to January 1, 2017

County	<u>Percent Change</u>	<u>-- Population Minus Exclusions --</u>	
	2016-17	1-1-16	1-1-17
Los Angeles			
Incorporated	0.67	9,118,928	9,179,836
County Total	0.57	10,173,616	10,231,933
Madera			
Incorporated	1.44	77,377	78,493
County Total	1.05	148,504	150,063
Marin			
Incorporated	0.15	193,829	194,129
County Total	0.18	259,087	259,541
Mariposa			
Incorporated	0.00	0	0
County Total	-0.11	18,085	18,066
Mendocino			
Incorporated	0.52	29,313	29,466
County Total	0.41	88,610	88,973
Merced			
Incorporated	0.93	178,431	180,087
County Total	1.15	270,394	273,512
Modoc			
Incorporated	-0.71	2,679	2,660
County Total	-0.42	9,542	9,502
Mono			
Incorporated	0.23	7,984	8,002
County Total	0.44	13,522	13,581
Monterey			
Incorporated	0.94	315,406	318,378
County Total	1.00	420,756	424,950

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2016 to January 1, 2017 and Total Population, January 1, 2017

County City	Percent Change 2016-2017	--- Population Minus Exclusions ---		Total Population
		1-1-16	1-1-17	1-1-2017
Monterey				
Carmel-By-The-Sea	-0.03	3,843	3,842	3,842
Del Rey Oaks	0.66	1,670	1,681	1,681
Gonzales	0.67	8,492	8,549	8,549
Greenfield	2.18	17,484	17,866	17,866
King City	1.58	14,255	14,480	14,480
Marina	2.38	21,027	21,528	21,528
Monterey	0.63	24,846	25,002	28,828
Pacific Grove	0.71	15,388	15,498	15,498
Salinas	0.65	161,426	162,470	162,470
X Sand City	0.52	382	384	384
Seaside	0.05	30,138	30,153	34,165
Soledad	2.86	16,455	16,925	26,065
Unincorporated	1.16	105,350	106,572	107,009
County Total	1.00	420,756	424,950	442,365

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.



May 2017

Dear Fiscal Officer:

Subject: Price Factor and Population Information

Appropriations Limit

The California Revenue and Taxation Code, section 2227, requires the Department of Finance (Finance) to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2017, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2017-18. Attachment A provides the change in California's per capita personal income and an example for utilizing the price factor and population percentage change factor to calculate the 2017-18 appropriations limit. Attachment B provides the city and unincorporated county population percentage change. Attachment C provides the population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

Population Percent Change for Special Districts

Some special districts must establish an annual appropriations limit. The Revenue and Taxation Code, section 2228 provides additional information regarding the appropriations limit. Article XIII B, section 9(C) of the California Constitution exempts certain special districts from the appropriations limit calculation mandate. The Code and the California Constitution can be accessed at the following website: <http://leginfo.legislature.ca.gov/faces/codes.xhtml>.

Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this requirement should be directed to their county, district legal counsel, or the law itself. No state agency reviews the local appropriations limits.

Population Certification

The population certification program applies only to cities and counties. Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2017.**

Please Note: Prior year's city population estimates may be revised.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

MICHAEL COHEN
Director
By:

AMY M. COSTA
Chief Deputy Director

Attachment

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2017-18 appropriation limit is:

Per Capita Personal Income	
Fiscal Year (FY)	Percentage change over prior year
2017-18	3.69

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2017-18 appropriation limit.

2017-18:

Per Capita Cost of Living Change = 3.69 percent
 Population Change = 0.85 percent

Per Capita Cost of Living converted to a ratio: $\frac{3.69 + 100}{100} = 1.0369$

Population converted to a ratio: $\frac{0.85 + 100}{100} = 1.0085$

Calculation of factor for FY 2017-18: $1.0369 \times 1.0085 = 1.0457$

AGENDA ITEM

10C

STAFF REPORT

DATE: June 14, 2017
(For City Council Action on June 20, 2017)

TO: Mayor Mary Ann Carbone
City Council Members
Todd Bodem, City Administrator

FROM: Leon Gomez, City Engineer

SUBJECT: Request for City Council Approval of a Fee Increase for the Processing,
Review, and Approval of Voluntary Lot Mergers in Sand City

BACKGROUND

In Sand City, many property owners submit proposals to develop on existing lots that are 25 feet wide by 75 feet deep. Often times, these lots are adjacent to each other. The development of a single 25 foot by 75 foot lot poses a challenge from a planning and architectural perspective due to the narrowness of these lots, setback requirements which narrow the lot even further, and the "massing" of buildings and/or homes that may be proposed on the lot. Additionally, some developments encompass a number of contiguous 25'x75' lots, whereby lot lines should be adjusted to reflect that development. As a result, when discretionary land use entitlement permits are issued for a proposed development project, a typical condition of approval is that the existing, contiguous lots (insofar as they are 25 feet wide by 75 feet deep) be merged to better accommodate the proposed development.

As a result of the increasing number of development proposals that have occurred within Sand City over the last several years, City staff identified the need to review existing City procedures, policies, processes, forms/applications, and fees against current local, state, and federal requirements and in light of contemporary engineering and land surveying standards and practices. In the last few years, City staff, working closely with the City's contract engineer and planning consultants, has updated many older City procedures and policies; and in some cases, developed new ones in order to process development projects within the City.

One such process has been the procedure for the voluntary merger of parcels. The City Engineer, in consultation with the City's now contract City Surveyor, Polaris Consulting, conducted a thorough review of the City's older process for lot mergers against contemporary lot mergers processed within Monterey County and against the latest requirements of the Subdivision Map Act. As a result of this review, it was determined that the City's former process for lot mergers, which was to simply record a "Notice of Lot Merger" form, was in need of a substantial update. Once an initial set of updated lot merger documents and requirements were developed, the documents were sent to the City Attorney and City Planner for review. Over the course of several months, the City Engineer, City Surveyor, City Attorney, and City Planner worked together to develop a final set of updated documents for the voluntary merger of lots within Sand City. The final documents are listed here and shown in Exhibit "A":

1. Information Sheet for Application for Voluntary Lot Merger
2. Application for Voluntary Lot Merger
3. Notice of Lot Merger
4. Certificate of Compliance for Voluntary Lot Merger

GOVERNING CODES

The Subdivision Map Act sets forth the conditions for approval of a subdivision map and requires enactment of subdivision ordinances by which local governments have direct control over the types of subdivision projects to be undertaken and the physical improvements to be installed.

Sand City Municipal Code Chapter 17.54.010 Procedure for Voluntary Merger of Parcels states: *Any contiguous parcels under common ownership may be merged voluntarily without reversion to acreage by presentation of an instrument in a form acceptable to the Community Development Director and suitable for recordation to the Community Development Department, and by payment of such fees as are necessary to pay for recordation of the document with the County Recorder's Office. Upon receipt of the fees and the recordable instrument, the Community Development Department staff shall be responsible for recordation of the instrument with the County Recorder.*

Government Code Section 66499.203/4 states: *A city or county may, by ordinance, authorize the merger of contiguous parcels under common ownership without reverting to acreage. Such ordinance shall require the recordation of an instrument evidencing the merger.*

The final documents for the voluntary merger of lots within Sand City were developed in accordance with these codes and standards and have been approved by the City Attorney and City Administrator.

PROPOSED FEE INCREASE

In order to cover the costs for the processing, review, and approval of voluntary lot mergers by City staff and the City's contract consultants (City Engineer and City Surveyor), staff recommends that the fee be increased from \$75.00 to \$700.00. The following is a summary of fees for lot mergers within other Cities on the Monterey Peninsula:

City of Marina	\$1,420 per application, plus \$825 per sheet
City of Pacific Grove	\$1,242
City of Seaside	\$953

As shown above, the proposed fee is less than several of our regional neighbors, and is consistent with the City's desire to stimulate development with Sand City.

RECOMMENDATION

That the City Council of the City of Sand City authorize a fee increase for the voluntary merger of lots within Sand City, as follows:

1. That the City Council approve a fee increase from the existing fee of \$75.00 to a new fee of \$700.00 to cover costs for the processing, review, and approval of voluntary lot mergers by City staff and the City's contract consultants.
2. That the City Council authorizes the distribution and utilization of the new voluntary lot merger application, forms, and documents that have been developed by City staff as shown in Exhibit "A".

Attachments: Exhibit "A" - City Standard Documents for the Voluntary Merger of Lots
Resolution

EXHIBIT "A"

New Voluntary Lot Merger Application, Forms, and Documents



Information Sheet for Application for Voluntary Lot Merger

City of Sand City, County of Monterey, California

Voluntary Merger of Contiguous Lots under Common Ownership: Review of a request to merge multiple lots to one lot under the terms of the Subdivision Map Act and the Sand City Municipal Code. Applicant may combine one or more lots into a single parcel.

FEES

- **\$700 per application + County Recording Fees**
Includes the first review of application materials (once the application is deemed complete) and a second "back check" review. Additional City fees apply for any review and processing of the application and materials beyond two.
County Recording Fees to be determined at time of recordation and will be billed to the applicant and/or property owner after recording the documents described herein.

APPLICATION REQUIREMENTS:

Refer to the Submittal Requirements Check List shown on page 2 of the Application for Voluntary Lot Merger

- ✓ Completed Application for Voluntary Lot Merger
- ✓ \$700 application fee
- ✓ Signed and notarized Notice of Lot Merger Form
- ✓ Proof of Title in a form acceptable to the City for the affected parcels
- ✓ Copies of latest grant deeds for the existing parcels showing fee title vested in applicant(s)
- ✓ Proposed Legal Description of Lot Merger (Exhibit "A") and Plat Map of Lot Merger (Exhibit "B") to accompany the Certificate of Compliance. It is required that a licensed land surveyor and/or civil engineer prepare the Legal Description and Plat Map.
- ✓ Site Plan of Lot Merger: A reproducible plan map (maximum size 11" x 17") drawn to a legible scale that illustrates the lot merger.

The following must be included on the Site Plan of Lot Merger:

- Applicant, owner, and plan preparer's name, address, and phone number
- Vicinity map showing an overview of the project location within Sand City
- North Arrow and Scale
- Address and Assessor's Parcel Number(s) of the project site
- Existing Boundaries: show dimensions in distances of each existing parcel and its relationship to the adjoining right of way and indicate areas in square feet or acres

- Proposed Boundaries: show dimensions in distances of each proposed parcel and its relationship to the adjoining right of way and indicate area in square feet or acres
- Easements: show location and type of all existing and proposed easements
- Property lines and dimensions of the site and surrounding properties, including adjacent rights-of-way improvements, sidewalks, curbs, etc.
- Outline and identify use of structures on adjacent properties within 10 feet of the subject property
- Existing structures, parking areas, driveways
- An aerial photo of the site may be used to comply with the Site Plan requirements in so far as the items cited herein are clearly shown and noted

Note:

- Failure to include any of the requested items may result in a delay of the application process.
- An example of a Legal Description (Exhibit "A") and Plat Map of Lot Merger (Exhibit "B") is attached for reference.

CITY REVIEW, PROCESSING, AND RECORDATION

Once the application is filed, the City will review the application. The City will notify the Applicant if additional materials are required to address City comments, questions, and/or errors. The applicant, or their agent, will be notified when the application is deemed complete and can be processed. **Upon final approval, the City will record the Notice of Lot Merger and the Certificate of Compliance for Voluntary Lot Merger at the office of the Monterey County Recorder.**

The order of recordation is as follows:

1. Notice of Lot Merger
2. Certificate of Compliance for Voluntary Lot Merger

Note:

- The lot merger shall be effective when the Notice of Lot Merger and Certificate of Compliance for Voluntary Lot Merger have been recorded. **No building permit shall be issued for development on any portion of the merged parcel prior to recordation of all of these documents.**
- The City will obtain copies of the recorded Notice of Lot Merger and Certificate of Compliance for Voluntary Lot Merger. **Once the City receives the recorded copies, the process will be deemed complete and building permit(s) may be issued.**
- If it appears that the current properties are not legal lots of record in conformance with the Subdivision Map Act, the applicant will be required to complete a Certificate of Compliance for the lots in question before the proposed lot merger process is begun.

CITY OF SAND CITY

APPLICATION FOR VOLUNTARY LOT MERGER



(All information must be clearly and neatly written or typed in)

TO THE CITY ENGINEER

The Applicant(s) _____, being the Owner(s) of property(ies) situated at: _____

between _____ Street and _____ Street

Described as: (Legal description) _____

APN #(s) _____

hereby request(s) a Lot Merger in accordance with a description and plat, copies of which are included along with copies of all required supporting documents per the Submission Requirements Check List, and fees in the amount of \$700.00 herein attached and made part of this application.

APPLICANT'S DECLARATION

(We) (I), the undersigned, hereby declare under penalty of perjury that (we are) (I am) all parties having record title interest in the parcels of land (lots) subject of this application and described and shown on attachments submitted herewith, and do hereby consent to the preparation and recordation of a final certification for the Lot Merger shown.

Dated: _____

Dated: _____

Name of Owner: _____

Name of Owner _____

Title: _____

Title: _____

Signature _____

Signature _____

Address _____

Address _____

Telephone Number _____

Telephone Number _____

NOTE: All owners of the parcels of land subject of this Voluntary Lot Merger must sign this application and declaration. Lack of signatures by all of the owners will result in rejection of this application. A separate sheet may be attached for additional information and signatures.

Received by: _____

Receipt No: _____

Date: _____

Lot Merger File No. LM - _____

ALL PURPOSE NOTARY ACKNOWLEDGMENT REQUIRED FOR OWNER'S SIGNATURE

VOLUNTARY LOT MERGER
SUBMISSION REQUIREMENTS

Lot Merger Application Fee: \$700.00

Submission Requirements Check List:

FOR OFFICE USE ONLY	
<input type="checkbox"/> Signed Application	<input type="checkbox"/> Proof of Title in a form acceptable to the City (1 copy)
<input type="checkbox"/> Fees	<input type="checkbox"/> Assessor's Parcel Map Page(s) (2 copies)
<input type="checkbox"/> Certificate of Compliance (COC) including Exhibit "A" & "B", (3 copies) Exhibit A is the Legal Description of Lot Merger (part of COC), Exhibit B is the Plat Map of Lot Merger (part of COC)	<input type="checkbox"/> Supporting Reference Documents (1 copy)
<input type="checkbox"/> Exhibit C Site Plan of Lot Merger (3 copies)	<input type="checkbox"/> Traverse Calculation for merged lot, if applicable (1 copy)
<input type="checkbox"/> Notice of Lot Merger	<input type="checkbox"/> Signature Authorization (for property owned by a legal entity)

Project Address: _____ **Min. Lot Size:** _____

Lot Density (Ex. & Prop) _____ **Zoning:** _____

Lot Coverage (Ex. & Prop): _____

Property located in Coastal Zone: Yes No

Minimum Set Backs: _____

Please explain in detail the reason for the Lot Merger (use separate page if needed) _____

OWNER/APPLICANT (Print)

Mailing Address: _____

Phone: (____) _____

Fax: (____) _____

Cell: (____) _____

SURVEYOR/ENGINEER: _____

Mailing Address: _____

Phone: (____) _____

Fax: (____) _____

E-Mail _____

CONTACT PERSON (if different than owner)

Mailing Address: _____

Phone: (____) _____

Fax: (____) _____

E-Mail _____

SURVEYOR/ENGINEER: _____

Mailing Address: _____

Phone: (____) _____

Fax: (____) _____

E-Mail _____

RECORDING REQUESTED BY

City of Sand City
Engineering and Public Works Department

AND WHEN RECORDED MAIL TO

City Clerk
City of Sand City
1 Pendergrass Way
Sand City, California 93955

APN(s): _____

NOTICE OF LOT MERGER

The owner(s) of record (.....), of those certain parcels or units of land described in Exhibit "A" and depicted on Exhibit "B" attached hereto and by this reference incorporated herein, has/have made application to the City of Sand City for its approval of a Voluntary Lot Merger pursuant to California Government Code section 66499.20.3 and Sand City Municipal Code section 17.54.010, and a Certificate of Compliance for the parcel of land resulting from the Voluntary Lot Merger.

This is to certify that the undersigned, as the authorized agent for the City of Sand City ("City"), pursuant to Government Code Section 66499.20.3 and Sand City Municipal Code section 17.54.010, has approved application (LM -) by the undersigned owner(s) of record, to merge the contiguous parcels described on Exhibit "A" and depicted on Exhibit "B" and authorize the waiver of the Notice of Intention and Request for Hearing specified in Sections 66451.13 and 66451.14 of the Subdivision Map Act. This approval of Voluntary Lot Merger shall be effective upon approval and recordation by the City of said Certificate of Compliance for the merged parcel.

CITY OF SAND CITY
City of Sand City
1 Pendergrass Way
Sand City, California 93955

Sign: _____

Print Name: Todd Bodem

Title: Community Development Director

Date: _____

OWNER CERTIFICATE:

I/We hereby attest by my/our signature(s) hereon that I/we am/are all the record title owner/owners of the contiguous separate parcels of land described in Exhibit "A" and depicted on Exhibit "B". I/We also affirm that said property consists of (two or more) contiguous parcels and are under common ownership and that I/we understand that recordation of this Notice of Lot Merger Number LM - shall cause the subject parcels to be merged into a single parcel or unit of land within the meaning of the California Subdivision Map Act and the Sand City Municipal Code.

I/We hereby attest by my/our signature(s) hereon that I/we have initiated this voluntary lot merger and request that the Office of Monterey County Recorder record this Notice of Lot Merger; therefore, I/we do not wish to have a protest hearing to present evidence as to why this Merger Notice should not be recorded; and by my/our signature(s) hereon I/we understand and expressly wave any and all rights to such hearing; and wave the right to all notices required by these provisions.

By executing this notice, the undersigned also warrants, represents and certifies that:

- a. The merger of these parcels will not create a violation of any law, regulation or contract;
- b. The above lots/parcels are in common ownership;
- c. All owners of record of the parcels or units of land subject of this Lot Merger have signed this Notice ; and
- d. I/We agree to hold the City harmless, indemnify and defend it against any claim against the City for damages resulting from the merger.

Name of the record owner (s) per title

Owner signature

Date

Print name and title of owner

Owner mailing address

Continued on next page.

ALL PURPOSE NOTARY ACKNOWLEDGMENT REQUIRED FOR OWNER'S SIGNATURES

EXHIBIT "A"
EXISTING PARCELS

Parcels subject of Voluntary Merger:

Existing Parcel 1:

APN: _____
(Assessor's parcel number)

Location: _____
(street address or physical location)

Title reference: _____
(Recorded Doc #, book and page or probate No., and grantor)

Legal Description: _____
(Lot and Map number or legal description attach Exhibit B)

Existing Parcel 2:

APN: _____
(Assessor's parcel number)

Location: _____
(street address or physical location)

Title reference: _____
(Recorded Doc #, book and page or probate No., and grantor)

Legal Description: _____
(Lot and Map number or legal description attach Exhibit B)

Note: add additional sheets, as necessary, for additional parcels involved in the lot merger.

Exhibit "A" shall be completed, stamped and wet signed by a licensed land surveyor or a registered civil engineer (who is licensed to practice surveying).

RECORDING REQUESTED BY

City of Sand City
Engineering and Public Works Department

AND WHEN RECORDED MAIL TO

City Clerk
City of Sand City
1 Pendergrass Way
Sand City, California 93955

APN(s): _____

CERTIFICATE OF COMPLIANCE

For

VOLUNTARY LOT MERGER

LOT MERGER NUMBER LM - _____

The City of Sand City has determined that the property described in Exhibit "A" and depicted on Exhibit "B" attached hereto and by this reference incorporated herein (resulting from the Voluntary Lot Merger referred to hereinabove), complies with the applicable provisions of the Subdivision Map Act of the State of California, the Subdivision Ordinance of the City of Sand City, and other applicable laws and ordinances of the State of California and City of Sand City with respect to subdivision of land.

This certificate relates only to issues of compliance or noncompliance with the Subdivision Map Act and local ordinances enacted pursuant to the Act. The parcel described herein may be sold, leased, or financed without further compliance with the Subdivision Map Act or any local ordinance enacted pursuant thereto. Development of the parcel may require issuance of a permit or permits, or other grant or grants of approval. Future construction within this parcel must conform to all applicable zoning and building regulations within the City of Sand City.

This Certificate of Compliance is issued in accordance with Government Code section 66499.35, and shall be recorded in Monterey County.

Owner: _____

Sign: _____

CITY OF SAND CITY
City of Sand City
1 Pendergrass Way
Sand City, California 93955

Print Name: Lynn A. Kovach, PLS 5321

Title: City Surveyor

Date: _____

CITY OF SAND CITY

RESOLUTION SC _____, 2017

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAND CITY
ADOPTING A FEE INCREASE TO \$700 TO RECOUP COSTS FOR THE PROCESSING,
REVIEW, AND APPROVAL OF VOLUNTARY LOT MERGERS WITHIN SAND CITY AND TO
AUTHORIZE THE DISTRIBUTION AND UTILIZATION OF THE NEW VOLUNTARY LOT
MERGER APPLICATION, FORMS, AND DOCUMENTS**

WHEREAS, Section 4.0 of City Ordinance 87-04 authorizes the City Council to adopt fee schedules by resolution for the processing of applications for permits for various aspects of development in the City, and

WHEREAS, the City's Community Development Department has a tradition of keeping application fees low as economic incentive to encourage and facilitate new development projects that revitalize blighted areas, recognizing that high land values and construction costs can be an impediment to desirable development; and

WHEREAS, the City of Sand City has a legal right, as specified by the laws of the State of California, to recoup costs incurred by the City from applicants for the processing of their land use entitlement applications; and

WHEREAS, City staff, under the direction of the City Administrator, has developed new City standard documents for the Voluntary Merger of Lots within Sand City, and

WHEREAS, the City desires to recoup costs incurred by the City for the processing, review, and approval of voluntary lot mergers by City staff and contract consultants, and

WHEREAS, City staff is recommending an increase in the fee for voluntary lot mergers, from \$75.00 to \$700.00, an amount substantially less than neighboring jurisdictions, and has determined that this amount is an efficient, fair, and appropriate fee.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAND CITY
AS FOLLOWS:**

1. That the City Council approve a fee increase from the existing fee of \$75.00 to a new fee of \$700.00 to cover costs for the processing, review, and approval of voluntary lot mergers by City staff and the City's contract consultants.
2. That the City Council authorizes the distribution and utilization of the new voluntary lot merger application, forms, and documents that have been developed by City staff.

PASSED AND ADOPTED BY THE CITY COUNCIL OF SAND CITY, this _____ day of June, 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Mary Ann Carbone, Mayor

ATTEST:

Linda K. Scholink, City Clerk

AGENDA ITEM

10E

July 2017

July 2017							August 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
2	3	4	5	6	7	8	1	2	3	4	5	6	7
9	10	11	12	13	14	15	8	9	10	11	12	13	14
16	17	18	19	20	21	22	15	16	17	18	19	20	21
23	24	25	26	27	28	29	22	23	24	25	26	27	28
30	31						29	30	31				

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Jun 25	26	27	28	29	30	Jul 1	
2	3	4	5	6	7	8	
		INDEPENDENCE DAY					
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30	31	Aug 1	2	3	4	5	

AGENDA ITEM

10F



IN THIS ISSUE

UPCOMING EVENTS

- Monterey Fit Body Boot Camp Ribbon Cutting
- The Tasting Experience Ribbon Cutting
- California Rodeo Salinas Mixer
- Merrill Gardens at Monterey Ribbon Cutting
- The True Cost of Condemnation Pac Rep Mixer
- CHAMBER ANNOUNCEMENTS**
- One More Week of Round 1 BEA Voting!
- Jacks Monterey at Portola Hotel & Spa
- FROM OUR MEMBERS**
- Being Mortal: Medicine and What Matters in the End
- WELCOME NEW MEMBERS**
- Grupo Flor
- Sea Goddess Whale Watching
- Wald, Ruhnke & Dost Architects, LLP
- IN OTHER NEWS**
- ComCap 17 Early Bird Discount!
- MBS Business Systems: Building Your Workplace of the Future
- Night Out: Benefiting Homeless Women on the Peninsula
- Understanding the End-of-Life Option Act
- Car Seat Safety Inspection
- Monterey Public Library Lecture Series

MEMBERS SAVE BIG WITH OFFICE DEPOT!

UPCOMING EVENTS...

THIS WEEK!

MONTEREY FIT BODY BOOT CAMP RIBBON CUTTING

Thursday, June 15

5-6:30pm

2260 N. Fremont St.

Monterey 93940

(831) 204-8348

www.fitbodybootcamp.com/montereyfitnessbootcamp

Cost: **FREE**



REGISTER

Monterey Fit Body Boot Camp is a result-driven and energetic fitness and fat loss workout program that includes motivation, accountability and dynamic resistance training. Check out their facilities and enjoy some tasty appetizers. Evening classes will be in session, so you'll be able to see what it's all about in action. Attendees are invited to get in on the action if they want to try it out. There will also be a business card drawing for a free month of Boot Camp.

THE TASTING EXPERIENCE RIBBON CUTTING

Tuesday, June 20

4-6pm

19 E. Carmel Valley Rd.

Carmel Valley, CA 93924

www.tte.wine

Cost: **FREE**



REGISTER

There will be tastings of four of their wines: Black Stallion Estate Winery (2), Chalone Vineyard, Fiddletown Cellars and an assortment of Charcuterie to nibble on. Additionally, there will be four types of beer available for tasting. The drawing is for a wine tasting for two that includes a Tasting Experience signature Charcuterie board, which has been dubbed "The Perfect Pairing."



UPCOMING EVENTS

THIS THURSDAY!

June 15

Ribbon Cutting

Monterey Fit Body Boot Camp

June 20

Ribbon Cutting

The Tasting Experience

June 21

Rodeo Mixer

Monterey Regional Airport

June 27

Ribbon Cutting

Merrill Gardens at Monterey

July 13

Mixer

Pacific Repertory Theatre

July 27

Business Excellence Awards

Portola Hotel & Spa

CHAMBER
QUICK LINKS

- ChamberLink
- Chamber Events
- Chamber News
- Chamber Photos
- About the Chamber

MONTHLY
CHAMBER COMMITTEE
MEETINGS

Education

2nd Monday: 3:30pm

Government Affairs

4th Monday: 3:30pm

Ambassador

3rd Friday: 8am

CALIFORNIA RODEO SALINAS JOINT CHAMBER MIXER AT MONTEREY REGIONAL AIRPORT

Wednesday, June 21

5-7pm

Monterey Regional Airport

200 Fred Kane Dr.

Monterey, CA 93940

Cost: \$10/members; \$20/prospective members



REGISTER

California Rodeo Salinas is proud to host members of the Monterey Peninsula and Salinas Valley Chambers of Commerce to celebrate their 107th anniversary at the Monterey Regional Airport. This ever-popular annual event features great food, beverages and prizes.



MERRILL GARDENS AT MONTEREY RIBBON CUTTING

Tuesday, June 27

4-6pm

200 Iris Canyon Rd.

Monterey, CA 93940

(831) 250-0902

www.merrillgardens.com

Cost: FREE



REGISTER

Merrill Gardens at Monterey is located in the heart of this scenic coastal town. The design is modern, yet intimate, and reflects the character of the neighborhood. Close to shopping, dining, and recreation, the community offers everything you want in senior living. Merrill Gardens at Monterey provides independent retirement living, assisted living and memory care.

The Monterey Peninsula Chamber invites all interested members to attend this free PRESENTATION on CRITICAL WATER ISSUES

Economic Vitality
1st Friday: 2:30pm

Special Events
Varies per Event

Meetings are subject to change. If you're interested in joining a committee, please contact the Chamber office at (831) 648-5350 to confirm time and location.

[Click here to learn more](#)

MPCC VIDEOS



The Humidor Ribbon Cutting



Big Fish Grill Ribbon Cutting



KW Coastal Estates Ribbon Cutting



2016 Airport-Rodeo Mixer

COME JOIN US TO LEARN MORE ABOUT.....

THE TRUE COST OF CONDEMNATION

Join the **Coalition of Peninsula Businesses** for an important presentation on the issue of a Cal Am takeover and whether using the government's power of eminent domain to take ownership of our local water system is in the public interest.



Joe Gonner, attorney for California American Water, who has represented numerous water utilities in public takeover efforts across the country, will speak to the process, cost and complexity of eminent domain proceedings. Learn the facts about what's involved and who pays when the government seeks to condemn investor-owned utilities.

Monterey Plaza Hotel & Spa
Cypress Ballroom

Tuesday, June 27, 2017
4:00 - 5:30 p.m.
RSVP TO:
jrbohmck@gmail.com



**MONTEREY
PENINSULA
CHAMBER OF
COMMERCE**

[**CLICK TO RSVP**](#)

PAC REP THEATRE MIXER

Thursday, July 13
5-7pm



Monterey Peninsula Surgery Center's 35th Anniversary
(Video by Adam Joseph)



Wine Experience founder/owner Brent Virgin explains the process

Videos by True Idea Productions unless noted otherwise.

Golden Bough Theatre
Monte Verde St.
Between 8th and 9th Aves.
Carmel-By-The-Sea
Cost: \$10/members; \$20/non-members

REGISTER

Join the Monterey Peninsula and Carmel Chambers of Commerce for an entertaining mixer at the Golden Bough Theater hosted by Pacific Repertory Theatre (PacRep). The event will begin at 5pm with light refreshments in the lobby of the Golden Bough Playhouse followed by a tour of the theater, beginning at 5:30pm. This will be your chance to hear about PacRep's future plans for "Carmel's most unique performing arts center."

CHAMBER ANNOUNCEMENTS...

**FIRST ROUND OF BEA VOTING
CLOSES IN ONE WEEK!**

GET OUT THE VOTE BEFORE IT'S TOO LATE!
SHARE THE URL www.surveymonkey.com/r/montereybea2017 FOR YOUR CLIENTS, CUSTOMERS, ASSOCIATES, FRIENDS AND FAMILY MEMBERS TO VOTE FOR YOU! THE FIRST ROUND OF VOTING DETERMINES THE TOP 3 FINALISTS IN EACH CATEGORY.

VOTE NOW!

PRESENTED BY



Winners of the Monterey Peninsula Chamber of Commerce's Annual Business Excellence Awards (BEA) will be announced at the Annual BEA Awards Dinner on July 27 at Portola Hotel & Spa.
READ MORE



JACKS MONTEREY ADDS VIBRANCY AND CALIFORNIA CULTURAL CUISINE TO PORTOLA HOTEL & SPA





Jacks Monterey at Portola Hotel & Spa provides a refreshing experience and a philosophy that's centered on the globally-inspired traditions of California Cultural Cuisine. [READ MORE](#)

FROM OUR MEMBERS...

Hospice Giving Foundation presents



BEING MORTAL : Medicine and What Matters in the End

Friday, June 30, 2017

1:00 - 3:00 PM

Hospice Giving Foundation
80 Garden Ct., Suite 201
Monterey, California

HOPE IS NOT A PLAN

by: Dr. Atul Gawande

JOIN US for a free screening and discussion of the PBS FRONTLINE film Being Mortal. Based on the best-selling book by Atul Gawande, MD, this documentary explores the hopes of patients and families facing terminal illness and their relationships with the physicians who treat them.

See the film and be part of a national conversation that brings medical professionals and community members together around the shared responsibility of discussing what matters most to patients and families facing difficult treatment decisions and how to have these conversations ahead of a medical crisis.



Cost: FREE

(Registration is required and seating is limited)

CE Credits: NOT AVAILABLE

There will be a one-hour screening followed by an hour of facilitated discussion

RSVP: hospicegiving.org/events/bm2017 or
831.333.9023

Hospice Giving Foundation is pleased to partner with Hospice Foundation of America (HFA) to host this community screening of PBS's Frontline Special report.

Atul Gawande MD, MPH is a surgeon, writer, and public health researcher. He practices general and endocrine surgery at Brigham and Women's Hospital and is professor in both the Department of Health Policy and Management at the Harvard School of Public Health and the Department of Surgery at Harvard Medical School. Dr. Gawande has been a staff writer for *The New Yorker* magazine since 1998 and has written four *New York Times* bestsellers: *Complications*, a finalist for the National Book Award in 2002; *Better*, one of the 10 best books of 2007 by Amazon.com; *The Checklist Manifesto* in 2009 and his most recent book, *Being Mortal: Medicine and What Matters in the End*, released in October 2014. He has won two National Magazine Awards, AcademyHealth's Impact Award for highest research impact on healthcare, a MacArthur Fellowship and the Lewis Thomas Award for Writing about Science.

WELCOME NEW MEMBERS...

GRUPO FLOR

115 Cayuga St.
Salinas, CA 93901
(831) 753-9999

www.grupoflor.com

GRUPOFLOR
cannabis unlimited

A family of cannabis companies where visionary entrepreneurs have access to the entire cannabis supply chain. Grupo Flor is dedicated to building a stable wholesale supply chain supported by pesticide-safe farms using beneficial expertise, water reclamation processes and the best available lighting strategies, including LED and solar farms.

SEA GODDESS WHALE WATCHING

7881 Sandholdt Rd.
Moss Landing, CA 95039
(831) 920-1499
www.seagoddesswhalewatch.com



Sea Goddess has offered whale watching tours out of Moss Landing Harbor on a 63-foot, 93-passenger vessel for over 25 years. The experienced captain and crew will take you out to see whales enjoying the pristine Monterey Bay, their natural environment.

WALD, RUHNKE & DOST ARCHITECTS, LLP

2340 Garden Rd., Ste. 100
Monterey, CA 93940
(831) 649-4642
www.wrdarch.com

Since 1963, Wald, Ruhnke & Dost Architects, LLP has designed beautiful spaces that reflect clients' individual needs while fitting in seamlessly with the existing landscape of California's Central Coast. We offer full architectural services and have an in-house interior design team that can work with our project managers from kickoff until completion.



IN OTHER NEWS...

EARLY BIRD DISCOUNT AVAILABLE UNTIL
THURSDAY, JUNE 15!

THE LEADING NATIONAL CONFERENCE FOR COMMUNITY CAPITAL ADVOCATES IS BACK!



ComCap17

**EARLY BIRD TICKETS
NOW AVAILABLE!**



2017.COMCAP.US

DOWNTOWN MONTEREY, CA — SEPT. 10-13, 2017



THIS WEEK!

MBS Business Systems Presents

BUILDING YOUR WORKPLACE OF THE FUTURE

From Workplace to Anyplace



*Thursday, June 15, 2017
Embassy Suites Monterey Bay
Seaside, California*

*We hope you can join us for the day,
but if not, please feel free to drop in
when your schedule permits*



THIS WEEK!

NIGHT OUT **BENEFITTING** HOMELESS WOMEN *on* **MONTEREY PENINSULA**



FRIDAY
JUNE 16
6:30pm-10pm

THE ELKS CLUB, MONTEREY
150 MAR VISTA DR.

Tickets are \$50 in advance and \$60 at the door and include dinner and a glass of wine. Enjoy a live band, dancing and silent auction!

BUY TICKETS: www.GatheringForWomen.eventbrite.com

All proceeds benefit Gathering for Women, an organization dedicated to help local women safely transition out of homelessness

Can't make it? You can also help the cause by providing:

non-perishable food

work clothing

donations



Gathering for Women

P.O. Box 657 Monterey, CA 93942
831-283-6254
GatheringforWomen.org

hosted by:

Sotheby's
INTERNATIONAL REALTY

Hospice Giving Foundation presents "Understanding the End-of-Life Option Act"

Feel informed, empowered and understand what it means for you.



8:30 am - 4:30 pm
Saturday, June 24, 2017
Hyatt Regency, Monterey

Your \$40 admission includes meals & CE credits
RSVP: hospicegiving.org/events/as or 831.333.9023

Schedule

8:30 am	Registration & breakfast
9:00 am	Welcome: <i>Siobhan Greene, CEO/President</i> Hospice Giving Foundation
9:15 am	Opening remarks: Invited speaker, <i>Senator Bill Monning</i> , co-author End-of-Life Option Act
9:45 am	Review of legislation & impacts on advance care planning conversations: <i>Lael Duncan, MD</i>
11:30 am	The personal part of planning for end-of-life: <i>Shary Farr</i>
12:15 pm	Lunch
12:45 pm	Keynote: Ethical considerations for End-of-Life Option Act: <i>Margaret R. McLean, PhD</i>
1:30 pm	Case presentation: <i>Ryan F. Holmes, MA</i> & panel discussion: <i>Vicki Nelson, Moderator</i>
3:15 pm	Q & A with panel of clinicians & professionals
4:00 pm	Event evaluation & CE credits

Learning Objectives

- Understand key aspects of End-of-Life Option Act
- Examine how ethical considerations impact personal & organizational participation
- Explore important considerations, including cultural & faith beliefs, family systems & capacity for decision making
- Develop strategies for promoting end-of-life conversations & advance care planning

Sponsors



Continuing Educational Credits



This activity has been planned and implemented in accordance with the accreditation requirements and policies of the Institute for Medical Quality (California Medical Association (IMCMA)) through the joint providership of Community Hospital of the Monterey Peninsula and Hospice Giving Foundation. Community Hospital of the Monterey Peninsula is accredited by the IMCMA to provide continuing medical education for physicians. Community Hospital of the Monterey Peninsula designates this live activity for a maximum of 2.0 AMA PRA Category 1 CME credits. Physicians should only claim credit commensurate with the extent of their participation in the activity.

The Alzheimer's Association is an approved vendor for providing continuing education. This course meets the qualifications for CE unit hours for the following certified licensees: Registered Nurse (RN) and Licensed Vocational Nurse (LVN). Approved by the California Board of Registered Nursing (Provider #CEPD 415), Licensed Marriage Family Therapist (LMFT) and Licensed Clinical Social Worker (LCSW). Approved by the California Association of Marriage and Family Therapists (Provider #62035). Course meets the qualifications as required by the California Board of Behavioral Sciences, Nursing Home Administrator Program (NHAP). Application pending approval by the California Department of Public Health (Provider #CEPI5 46), Residential Care Facility for the Elderly Administrator (RCFE). Application pending approval by the California Department of Social Services (Provider #2000072-7402).

The Monterey County Bar Association certifies that this program conforms to the standards of approved education activities prescribed by the rules and regulations of the State Bar of California governing minimal legal education. This offering is approved for six (6) hours of continuing legal education including two (2) hours of ethics credit by the Monterey County Bar Association, provider #265.

CAR SEAT **safety** INSPECTION



**Nearly 4 out of 5 car
seats are used
incorrectly...**

**could yours be
one of them?**

Capital Insurance Group and Safe Kids Monterey Bay want to help keep your kids safe on the road. Come learn how to secure your child the right way!

Free Car Seat Safety Checkup Event
Thursday, June 29
1:30 - 3:00 PM
Bay View Academy
222 Casa Verde Way

Walk-ins Welcome, but skip the lines and make an appointment by calling 831-233-5027.

Check-Ups will take approximately 30 minutes per seat. Bring your child, car seat, car seat instructions and vehicle owner's manual to the event.



**THE LEGACY OF INTERIOR DESIGNER FRANCES ADLER
ELKINS - LECTURE BY SCOTT POWELL**



Sunday, July 16

2-3:30pm

Monterey Public Library

625 Pacific St.

Monterey, CA 93940

COST: Free

Scott Powell will present a program about celebrated Monterey designer Frances Adler Elkins. [READ MORE](#)

Reservations required: Call (831) 646-5632 or email thongchu@monterey.org

CONTACT US

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