

REGULAR MEETING

SAND CITY COUNCIL

AND

**SUCCESSOR AGENCY OF THE FORMER
REDEVELOPMENT AGENCY**

AGENDA

SAND CITY COUNCIL CHAMBERS

TUESDAY, MAY 3 2016

5:30 P.M.

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

Regular Meeting – May 3, 2016
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 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 April 5, 2016 Council Meeting Minutes
- B. Approval of April 19, 2016 Council Meeting Minutes
- C. Acceptance of City/Successor Agency Treasury Report, March 31, 2016
- D. Acceptance of City/Successor Agency Monthly Financial Report, March 2016

6. CONSIDERATION OF ITEMS PULLED FROM CONSENT CALENDAR

7. PUBLIC HEARING

- A. Consideration of City RESOLUTION Approving Conditional Use Permit 598 for Gachina Landscape Management Authorizing use of an Existing Commercial Building and Storage Yard at 873 Fir Avenue as an Interim Use until New Development of the South of Tioga Area Commences
- B. Consideration of City RESOLUTION Approving Conditional Use Permit 600 for Jessica Rodriguez Authorizing Conversion of Existing Office Space to a Residential Dwelling at 1663 Catalina Street

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.

9. NEW BUSINESS

- A. Consideration of Sand City's support of Officer Michael Mount and the Police in Pursuit for Special Olympics Program through the Donation of \$750 and the Sale of 2008 Crown Victoria, Vehicle #90 to Officer Mount for \$100
- B. Comments by Council Members on Meetings and Items of interest to Sand City
- C. Upcoming Meetings/Events

10. CLOSED SESSION

- A. City Council/Agency Board to adjourn to Closed Session:
 - 1) To confer with Legal Counsel regarding pending litigation in accordance with Government Code Section 54956.9(d)(1):
 - a) *Monterey Peninsula Water Management v. State Water Resources Control Board (No. M102101), and related cases*
 - b) *Seaside v. Sand City (No. M120996) and related cross action*
 - c) *Seaside v. Sand City (King Ventures) (No. M126354)*
- B. Re-adjourn to Open Session to report any action taken at the conclusion of Closed Session in accordance with 54957.1 of the Ralph M. Brown Act

11. ADJOURNMENT

<p>Next Scheduled Council Meeting: Tuesday, May 17, 2016 5:30 P.M. Sand City Council Chambers</p>

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 20, 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

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

Regular Meeting – April 5, 2016
5:30 P.M.
CITY COUNCIL CHAMBERS

Mayor Pendergrass opened the meeting at 5:31 P.M.

The Mayor introduced Reverend Ron Mason who also led the invocation.

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

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

Staff: Todd Bodem, City Administrator
Jim Heisinger, City Attorney
Leon Gomez, City Engineer
Brian Ferrante, Police Chief
Linda Scholink, Administrative Services Director/City Clerk
Charles Pooler, Associate Planner

AGENDA ITEM 4, COMMUNICATIONS

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

B. Oral

5:34 P.M. Floor opened for Public Comment.

There was no comment from the Public.

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

AGENDA ITEM 5, CONSENT CALENDAR

A. There was no discussion of the March 1, 2016 Council Meeting Minutes.

B. There was no discussion of the City/Successor Agency Monthly Financial Report, January 2016.

- C. There was no discussion of the Fort Ord Reuse Authority (FORA) Board Report, March 2016.
- D. There was no discussion of the City **Resolution** approving an Expenditure not to exceed \$2,500 for Services of Rob Hilton of HF&H Consultants and the Monterey Regional Waste Management District for 2016 Franchise Agreement Management and Oversight Services.
- E. There was no discussion of the City **Resolution** approving a Two (2) Year Time Extension of Site Plan Permit 08-01, Design Permit 08-01, and Conditional Use Permit 480 for James Obara and his Project at 770 Tioga Avenue.
- F. There was no discussion of the New MST Bus Shelter *{Information only}*.
- G. There was no discussion of the City **Resolution** authorizing the City Administrator to Enter into an Agreement for Tree Trimming Services of City Owned Trees with John Ley's Tree Service in an amount not to exceed \$3,500.
- H. There was no discussion of the City **Resolution** approving a Contribution of \$2,500 to the Sand City Chamber of Commerce for a Time Period of April 2016 to March 2017.
- I. There was no discussion of the City **Resolution** recognizing Dan and Joanne Albert as the Monterey Peninsula College & Monterey Peninsula College Foundation's 2016 President's Award Recipient.
- J. There was no discussion of the City **Resolution** recognizing the Sanctuary Rock Gym on their 20th Anniversary Celebration.
- K. There was no discussion of the Denial of Claim by Robert Slater for Cost to Repair Bicycle Tire.
- L. There was no discussion of the City **Resolution** authorizing the City Administrator to Purchase a Sand City Police Department Interview Room Camera System with Watch Guard.
- M. Approval of City Donation/Contribution
 - 1) Monterey County Film Commission - \$500

Motion to approve the Consent Calendar items was made by Council Member Blackwelder, seconded by Council Member Kruper. AYES: Council Members Blackwelder, Carbone, Hubler, Kruper, Pendergrass. Motion carried.

AGENDA ITEM 6, CONSIDERATION OF ITEMS PULLED FROM CONSENT CALENDAR

There were no items pulled from the Consent Calendar.

AGENDA ITEM 7, PRESENTATION

A. Presentation by Mayor Pendergrass to Michael & Dierdre Bascou recognizing the 20th Anniversary of the Sanctuary Rock Gym

Mayor Pendergrass presented a resolution to Michael and Dierdre Bascou, recognizing the Sanctuary Rock Gym's 20th Anniversary in Sand City. He read the resolution to the audience and thanked them for the many years they had conducted business within the City.

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 has been operable since mid-March and has produced 15 acre feet of water to date. Staff has received the final version of the "Draft" Hydrogeology Response to the California Coastal Commission (CCC) notice of incomplete Coastal Development Permit (CDP) letter prepared by Hydrometrics. The letter recommends the installation of three new wells at the intersection of Bay Avenue along Sand Dunes Drive. A meeting was held on April 5, 2016 between Cal-Am, the City Administrator, and City Engineer to discuss the final response letter prepared by Hydrometrics WRI and what the following steps would entail.

The Monterey Regional Stormwater Management Program will be hosting a workshop on post-construction Stormwater and LID requirements on May 10, 2016. The workshop will be geared towards the development community, City staff, and design professionals. The Hickory Street improvement project has encountered some delays due to the need for additional surveying of existing utilities, grading and drainage, minor wall encroachments into the City ROW, and utility mapping. The City Engineer is reviewing a proposal from the City Surveyor to obtain a topographic survey of the area adjacent to 700 Dias Street in order to create design improvements to the location. Contract documents will be prepared for bidding over the next few weeks for the street lighting pole replacement project.

AGENDA ITEM 9, NEW BUSINESS

A. Comments by Council Members on Meetings and Items of interest to Sand City

Council Member Kruper reported on the award that the Monterey County Convention and Visitors Bureau (MCCVB) received from the Great

California Poppy and Industrial Recognition Gala. MCCVB received the award in recognition of the Great Monterey Road Trips Sweepstakes and spring advertising campaign. The MCCVB's 3rd Quarter Forum will be held on Wednesday, April 27th at Embassy Suites.

Council Member Hubler commented that the Sand City Arts Committee will be holding a spring art sale on May 7th adjacent to the Carroll building on Saturday from noon to 5:00 p.m., along with a Studio Tour. He also mentioned and expressed his commendation to the Bascou's who were instrumental in the West End Event prior to Mr. Vagnini's services.

Vice Mayor Carbone commented that she is working with a few local churches and police chiefs in regard to sex trafficking. A Women's Health Conference will be held at Oldemeyer Center, and they are searching for nominees of women who are 80 years old and over to recognize them for a life of longevity. The Monterey County Commission on Disabilities is seeking business nominees who are ADA compliant.

Mayor Pendergrass commented on a letter he drafted for Kayhan for his exceptional work regarding the "Portrait of the Artist" show.

B. Upcoming Meetings/Events

There were no RSVP's from the Council. The City Clerk reminded the Council to save the date for the upcoming MPC Annual Business Excellence Awards to be held on July 21, 2016.

AGENDA ITEM 10, CLOSED SESSION

6:00 p.m.

A. City Council/Agency Board to adjourn to Closed Session:

1) To confer with Legal Counsel regarding pending litigation in accordance with Government Code Section 54956.9(d)(1):

- a) Monterey Peninsula Water Management v. State Water Resources Control Board (No. M102101), and related cases*
- b) Seaside v. Sand City (No. M120996) and related cross action*
- c) Seaside v. Sand City (King Ventures) (No. M126354)*

6:02 p.m.

B. Re-adjourn to Open Session to report any action taken at the conclusion of Closed Session in accordance with 54957.1 of the Ralph M. Brown Act

The City Council received a report from legal counsel on agenda item 10A1-c.

AGENDA ITEM 11, ADJOURNMENT

Motion to adjourn the City Council meeting was made by Council Member Blackwelder, seconded by Council Member Kruper to the next regularly scheduled Council meeting on Tuesday, April 19, 2016 at 5:30 p.m. There was consensus of the Council to adjourn the meeting at 6:02 p.m.

Linda K. Scholink, City Clerk

AGENDA ITEM

5B

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

Regular Meeting – April 19, 2016
5:30 P.M.
CITY COUNCIL CHAMBERS

Mayor Pendergrass 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: Council Member Blackwelder
Council Member Carbone
Council Member Hubler {excused absence}
Council Member Kruper
Mayor Pendergrass

Staff: Todd Bodem, City Administrator
Jim Heisinger, City Attorney
Leon Gomez, City Engineer
Brian Ferrante, Police Chief
Connie Horca, Deputy City Clerk
Charles Pooler, Associate Planner

AGENDA ITEM 4, COMMUNICATIONS

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

B. Oral

5:32 P.M. Floor opened for Public Comment.

There was no comment from the public.

5:32 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.

- 1) CUP #216, Skips Auto Parts (machine shop), 371 Orange Avenue
 - 2) CUP #246, Inter-City Manufacturing (manufacturing), 501 Redwood Avenue
 - 3) CUP #253, Barry Hartzell Auto (automotive), 510 & 520 California Avenue
 - 4) CUP #504, Detail Associates (wholesale), 679-B Redwood Avenue
 - 5) CUP #188, Empire Restoration (auto), 531 Elder Avenue
 - 6) CUP #405, Paley (art studio), 1788 Holly Street
 - 7) CUP #518, Post No Bills (type 42 bar), 600 Ortiz Avenue, Suite 101
- B. There was no discussion of the March 15, 2016 Council Meeting Minutes.
- C. There was no discussion of the Police Department Monthly Activity Report, March 2016.
- D. There was no discussion of the Public Works Monthly Report, March 2016.
- E. There was no discussion of the City **Resolution** approving Time Extensions to July 31, 2016 of Multiple Conditional Use Permits (CUPs 450, 503, 508, 527, 532, 540, 541, 576, 578 & 588) and Coastal Development Permit 14-01 to continue as interim uses at their respective locations within the South of Tioga Area.
- F. There was no discussion of the City **Resolution** authorizing the City Administrator to Enter into an Agreement for the Installation of Two (2) 12'x14' Roll Up Doors on the Building Commonly referred to as the "Carroll Building" located at 525 Ortiz Avenue in Sand City (APN 011-196-004).
- G. There was no discussion of the City **Resolution** approving an Allocation of \$3,500 to Community Human Services for Fiscal Year 2016-17.
- H. There was no discussion of the City **Resolution** approving the Transportation Safety & Investment Plan Presented by the Transportation Agency for Monterey County and requesting it to be Placed on a Future Ballot.
- I. There was no discussion of the Fort Ord Reuse Authority (FORA) Monthly Report, April 2016.
- J. There was no discussion of the City/Successor Agency Monthly Financial Report, February 2016.

Motion to approve the consent calendar items was made by Council Member Kruper, seconded by Council Member Carbone. AYES: Council Members Blackwelder, Carbone, Kruper, Pendergrass. NOES: None. ABSENT: Council Member Hubler. ABSTAIN: None. Motion carried.

AGENDA ITEM 6, CONSIDERATION OF ITEMS PULLED FROM CONSENT

CALENDAR

There were no items pulled from the Consent Calendar.

AGENDA ITEM 7, PUBLIC HEARING

A. **Consideration of City RESOLUTION approving Conditional Use Permit 599 for C.L. Frost Inc., Authorizing Use of an Existing Fenced Commercial Storage Yard as an Interim Use until New Development of the South of Tioga Area Commences**

Associate Planner Charles Pooler presented an application submitted by Mark Woltmon of C.L.Frost, Inc. to utilize an existing and vacant fenced yard at 815 California Avenue for storage of marble and granite slabs, cement mixers, trailers, crated tiles and trucks. The fenced yard is approximately 6,000 square feet, surrounded by a 6-foot chain link fence with vinyl slats. The gate fronts Scott Street, which the applicant wishes to relocate to East Avenue. C.L. Frost will maintain their current operation at their 1831 address. All shipping and receiving activities is currently accommodated at the applicants 1831 East Avenue location. Finished products are shipped out using the applicant's truck and will remain unchanged with the use of the proposed storage yard. The permit should prohibit loading/unloading activities on either Scott Street or the East Avenue frontage of the fenced yard. The applicant intends to grade and flatten the southern down-sloping portion of the site with base rock. The storage of materials and equipment is not anticipated to create detrimental levels of noise, vibration, dust, odors or other detrimental impacts. Manufacturing activities will not occur within the yard. The subject property is located within the South of Tioga Planning District targeted for future development. In previous years, the City Council issued conditional use permits within this Planning District as interim uses with termination dates. To be consistent with previous City approvals, staff recommends the permit for the applicant also include a similar termination clause; specifying termination on July 31, 2017 with the option of 90-day time extensions thereafter. Staff recommends approval of a conditional use permit with the conditions recommended by Staff.

Associate Planner Charles Pooler responded to Council Member Kruper's questions regarding where the fence opens up and parking issues that may occur with surrounding businesses especially in regard to the Salvation Army. He further clarified the possibility of placing a "No Parking" sign on the front of the applicant's gate, and that the decision to place the sign would be at the discretion of the Police Chief and the applicant.

5:42 P.M. Floor opened for Public Comment.

The applicant Mark Woltmon commented that the added storage would not deviate from what he currently has. The parking provided by the use of

the storage yard should not interfere with the Salvation Army parking.

5:43 P.M. Floor closed to Public Comment.

Motion to approve the City **Resolution** approving Conditional Use Permit 599 for C.L. Frost Inc., authorizing use of an Existing Fenced Commercial Storage Yard as an Interim Use until New Development of the South of Tioga Area Commences was made by Council Member Carbone, seconded by Council Member Kruper. AYES: Council Members Blackwelder, Carbone, Kruper, Pendergrass. NOES: None. ABSENT: Council Member Hubler. ABSTAIN: None. Motion carried.

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 has produced 16 acre feet of water since March 15, 2016. Staff is continuing work on the items requested in the California Coastal Commission's notice of incomplete CDP letter. The final Hydrogeological response letter prepared by Hydrometrics WRI will be incorporated into the overall City response. It appears that impacts to vegetated areas during installation of the proposed wells may necessitate the need for biological surveys due to the nature of potential sensitive species within the project area. These surveys would need to occur in May and August. Staff is presently updating a limits of work to provide to the biological consultant based on the proposed well locations.

The Monterey Regional Storm Water Management Program (MRSWMP) will be hosting a workshop on post-construction stormwater and LID requirements on May 10, 2016. The workshop will be geared to the development community, city staff, and design professionals. Meetings have been held on a weekly basis to review issues pertaining to the Hickory Street Improvement project regarding project layout, drainage, landscaping, and ADA requirements. Survey information from the project surveyor has been received by Staff will be incorporated into the improvement plans. A letter has been drafted depicting properties within the project limits that will be affected by the improvements, such as an existing wall at 601 Redwood Avenue that encroaches into the City ROW along Hickory Street and Redwood Avenue. Topographic and mapping surveys of the 700 Dias Street Improvement Project should be received by the end of the week. The City Engineer will then develop a preliminary improvement plan for review by City Staff. A Staff meeting will be held on Friday, April 22, 2016 to review the Street Light Pole Replacement Project. Staff also received a proposal for infiltration testing of the Bay Street Inlet. The proposed fee was almost twice as previously quoted, and the

geotechnical engineer was contacted to ascertain why the amount quoted depicted an increase.

Associate Planner Charles Pooler provided an update to the City Council on his conference call with Cal-Recycle and Greenwaste last week. There was discussion regarding what the City was doing and they were pleased with the organic letter that was mailed to residents and businesses. He reported that tonnages have increased throughout Monterey County due to increased employment that has effected everyone's diversion. The annual meeting of Cal-Recycle representatives is scheduled for May 11, 2016 that would include Staff, Jeff Lindenthal from the Monterey Regional Waste Management District, Cal-Recycle, and with Greenwaste invited to attend. He further reported that an application was submitted by San Juan Pools for a new commercial building.

At the request of the Council, Mr. Pooler provided an explanation of Cal-Recycle's report for both recyclable and garbage materials, why tonnage rates have increased, and that the outcome of diversion rates will not disclosed until a future date.

AGENDA ITEM 9, NEW BUSINESS

A. Discussion of Prospective Police Officer Pay Grade

Chief Brian Ferrante reported that at the last group of interviews held for the police officer position established a list of possible candidates. Veteran Police Officer Brandon Segovia was hired from that list, and the next candidate in line was Danny Martin. Mr. Martin has a 17 year history as a Sergeant serving with the City of Seaside Police Department. He is highly recommended and comes with an extensive investigative experience specializing in homicide and sexual assault investigations. Mr. Martin is a bilingual Spanish speaker, has been awarded the 2007 Employee of the Year by the Seaside Police Department, and is familiar with the same radio channel as Sand City's police force. Mr. Martin will be taking a minor pay cut to come onboard as part of Sand City's police force and has expressed his enthusiasm in joining the team. City policy dictates that any officer hired above step 3 requires approval by the City Council. Staff is recommending that the Council authorize Step 5 for Danny Martin given his experience, history of exceptional performance, and familiarity with Sand City and its Officers.

There was Council discussion regarding enough coverage of shifts and overtime, alleviating overtime with a reserve officer program, the possibility of adding a ninth position in the future, and the police department's ongoing research into COPS grants for police officers.

Mayor Pendergrass suggested that the consideration of a reserve officer program be brought before the Public Safety Committee.

Motion to move forward with Staff's recommendation as stated was made by Vice Mayor Carbone, seconded by Council member Kruper. There was consensus of the Council to proceed with staff's recommendation.

B. Consideration of City RESOLUTION Authorizing the City Administrator to Enter into an Agreement with Management Partners to Facilitate a City Council Priority Setting Workshop and Completion of a Report Summarizing the Results at a cost not to exceed \$8,500

City Administrator Todd Bodem reported that in 2015 the idea of a Strategic Plan was introduced. The intent was to review the goals outlined in the plan every two years. There was interest expressed to revisit it annually, and the idea of having a professional facilitator was suggested. Staff reached out to the City managers group and County Administrator who suggested the services of Greg Larson of Management Partners. Mr. Larson would provide 52 hours of work to include a half-day goal setting session. A majority of the work will involve data gathering and one-on-one interviews with the Council and Staff. It would be a good idea to contract this service due to changes happening within the Police Department and Staff.

Mayor Pendergrass commented that garnering the services of an outside facilitator would give the City a different perspective.

There was Council discussion and comments regarding expending the funds for the services, conducting further research and additional data, future revenues from sales tax, how to involve the community in the City's goals, and what would be achieved by contracting an outside facilitator.

Council Member Blackwelder added that it would be feasible to see some continuity of what the downtown area should look like, and the importance of having a vision that can be articulated and goals that can be readily attained. Mayor Pendergrass added that funds may not be readily available to achieve some of the plan's goals; however, a vision only happens when the Council and Staff work together, and he suggested that the Council move forward with the resolution.

Motion to approve the City **Resolution by title**, authorizing the City Administrator to Enter into an Agreement with Management Partners to Facilitate a City Council Priority Setting Workshop and Completion of a Report Summarizing the Results at a cost not to exceed \$8,500 was made by Council Member Blackwelder, seconded by Council Member Kruper. AYES: Council Members Blackwelder, Carbone, Kruper, Pendergrass. NOES: None. ABSENT: Council Member Hubler ABSTAIN: None. Motion carried.

C. Comments by Council Members on Meetings and Items of interest to Sand City

Council Member Kruper reported that the Monterey County Convention &

Visitors Bureau, continues to give the City great information regarding tourism. He mentioned the 3rd Quarterly Forum to be held next Thursday at Embassy Suites and those who would like to attend should let him know.

Chief Ferrante reported on Staff and Council's visit to the Monterey County Emergency Operations Center to gather ideas for Sand City's Emergency Plan that will be updated by Consultant Sydney Reade. He reported on the steps that would be taken in the event of an emergency. The attendees were able to view how the program worked and the facility operations. It provided Staff some insight on how the center operated in the event of an emergency. Council Member Kruper commented that the City will need to have a procedure in place to react in an event of an emergency, and that the role of each Council Member should be defined.

Council Member Carbone commented that when the City originally formulated the plan, employees were vaccinated and that was coordinated by the Chief. It may be good idea to revisit having employees and Council vaccinated.

D. Upcoming Meetings/Events

There were no RSVP's from the City Council.

AGENDA ITEM 10, CLOSED SESSION

The City Attorney deemed that there was no need for closed session.

AGENDA ITEM 11, ADJOURNMENT

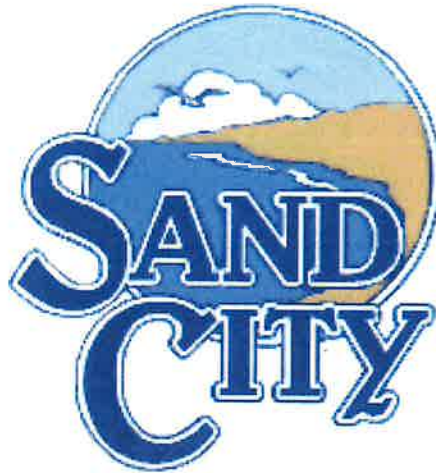
Motion to adjourn the City Council meeting was made by Council Member Blackwelder, seconded by Council Member Kruper to the next regularly scheduled Council meeting on Tuesday, May 3, 2016 at 5:30 p.m. There was consensus of the Council to adjourn the meeting at 6:44 p.m.

Connie Horca, Deputy City Clerk

AGENDA ITEM

5C

**CITY AND SUCCESSOR AGENCY
OF
SAND CITY**



**TREASURY REPORT
MARCH 31, 2016**

AGENDA ITEM

5D

INTER

MEMORANDUM

OFFICE

To: City Council/Agency Board Members

From: Director of Administrative Services

Subject: Financial Reports

Date: April 27, 2016

Linda

Attached are the financial reports for both the City of Sand City and the Sand City Successor Agency for the former Redevelopment Agency for the month of March 2016.

A. City of Sand City Reports

1. Balance Sheet Report for March 2016.
2. Revenue received in the month of March 2016-Total \$ 690,037.95
(This total includes transfers).
Month End Cash Register Activity Report for March 2016.
3. Expenditures paid for in the month of March 2016-Total \$ 235,965.24
Month End March 2016 Accounts Payable Report
This shows all City Expenditures (excluding employee payroll)
The Payroll figure listed below includes the Councils stipends.
Payroll \$ 132,121.84
Payroll taxes \$ 43,083.47
4. Current City Balances as of March 2016
Total \$ 5,084,774.57 - restricted & unrestricted
(Includes, Rabobank Bank and Local Agency Investment Fund, (LAIF).
5. The City also has \$992,000 in CD's ranging from 6 months to 3 years.

B. Sand City Successor Agency for the former Redevelopment Agency Reports

1. Balance Sheet Report for March 2016
2. Revenue received in the month of March-Total \$ 140.83
Month End Cash Register Activity Report for March 2016
3. Expenditures paid for in the month of March - \$ 69.52
Month End Accounts Payable Activity Report for March 2016.

4. Current Successor Agency Balances March 31, 2016
 Total \$ 1,635,210.74- restricted and unrestricted (Includes Rabobank and Bond CD's).
- In addition to the City and Successor Agency balances, there is a total of
 - \$ 824,163.18 being held in CD's and reserve accounts for the 2008 Tax and Tax Exempt bonds.

NOTES TO THE FINANCIAL REPORT

Special City Notes for March 2016

On the Month End Cash Register Activity Report - Special or Major Receipts for the Month of March 2016 are listed below.

<u>Date</u>	<u>Receipt #</u>	<u>Source</u>	<u>Amount</u>	<u>Description</u>
3/30/16	19288	County of Monterey	\$ 8,333.33	CLEEP Grant- Police
3/30/16	19289	State of California	\$225,224.61	Sales Tax received
3/30/16	19290	State of California	\$332,419.07	Transaction Tax

Transfers

(Transfers are shown on the cash register activity report; they are transfers from one bank account to another and should not be considered as a revenue or expenditure)

<u>Date</u>	<u>Receipt #</u>	<u>Source</u>	<u>Amount</u>	<u>Description</u>
3/29/16	19277	LAIF	\$ 120,000.00	Transfer to City Checking

Month End Cash Disbursement Report - Special or Major Expenses for the Month of March 2016 are explained below.

<u>Check #</u>	<u>Paid To</u>	<u>Amount</u>	<u>Description</u>
29176	Robert Griffin	\$ 9,403.56	City Hall Remodel
29183	EMC Planning, Inc.	\$10,216.17	Housing Element 2016
29188	Hayashi & Wayland	\$ 9,620.25	Audit Contract
29196	Stephen Vagnini	\$ 5,000.00	West End Coordinator
29209	Emergency Medical	\$ 2,816.21	Emergency supplies
29215	Rabobank	\$10,156.10	NGEN Equipment-Police
29216	Ultramax Ammunition	\$ 8,704.00	Ammunition for Police
29262	Creegan & D'Angelo	\$25,369.50	February Engineering
29265	EMC Planning, Inc.	\$ 8,689.27	February Services

Successor Agency Notes for March 2016

On the Month End Cash Register Activity Report - Special or Major Receipts for the Month of March 2016 are listed below. There were no special receipts this month.

<u>Date</u>	<u>Receipt #</u>	<u>Source</u>	<u>Amount</u>	<u>Description</u>
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Transfers

There were no transfers this month.

<u>Date</u>	<u>Receipt #</u>	<u>Source</u>	<u>Amount</u>	<u>Description</u>
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Month End Cash Disbursement Report-Special or Major Expense for the Month of March 2016 is explained below.

<u>Check #</u>	<u>Paid To</u>	<u>Amount</u>	<u>Description</u>
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There were no special expenditures this month.

If you have any questions or concerns regarding the above reports, please let me know before the Council meeting.

City of Sand City

REPORT.: 04/11/16
 RUN....: 04/11/16
 Run By.: LINDA

City of Sand City
 Balance Sheet Report
 ALL FUND(S)

PAGE: 001
 ID #: GLBS
 CTL.: SAN

Ending Calendar Date.: March 31, 2016 Fiscal (09-16)

Assets

			Acct ID
Cash Clearing Checking Account	609,259.59	99	1001
General Fund CITY- OPEB POTENTIAL FUNDING	1,141,703.13	10	1004
General Fund Tioga Beach Clean Up Fund	120,000.00	10	1007
General Fund LAIF	3,049,227.75	10	1008
General Fund Fair market value adjustments	1,012.00	10	1009
General Fund Investment CD	164,584.10	10	1020
General Fund Sallie Mae Bank CD 6 months	249,000.00	10	1080
General Fund Apple Bank CD 1 Year	248,000.00	10	1081
General Fund Compass Bank Cd -2 Year	248,000.00	10	1082
General Fund Capital One Bank CD 3 Year	247,000.00	10	1083
General Fund Cash Balance	578,627.06	10	1099
Gas Tax - 2105 Cash Balance	26,947.59	31	1099
Traffic Safety Cash Balance	3,684.82	35	1099
Cash Clearing Cash Balance	-609,259.59	99	1099
Gas Tax - 2105 Accounts Receivable	432.38	31	1101
General Fund PROPERTY TAX RECEIVABLE	3,468.69	10	1103
General Fund SERAF RECEIVABLE	685,052.00	10	1112
General Fund Sales Tax Receivable	131,267.79	10	1115
General Fund TRANSACTION TAX RECEIVABLE	16,660.12	10	1116
General Fund Due From RA/Operating Expenses	3,626,057.91	10	1130
General Fund Due From AGENCY/Costco/Seaside	4,649,999.99	10	1140
General Fund Due RA/COP reimbursement	1,454,766.42	10	1145
Gen. Fixed Asst BIKE TRAIL INTERCONNECT-TIOGA	53,556.91	60	1273
General LTD Act AMOUNT PROVIDED FOR LTD	2,511,254.27	70	1280
Gen. Fixed Asst Land	1,005,871.95	60	1290
Gen. Fixed Asst Land Improvements	455,507.19	60	1291
Gen. Fixed Asst VEHICLE FIXED ASSET	598,292.39	60	1292
Gen. Fixed Asst Furniture and Fixtures	114,513.83	60	1293
Gen. Fixed Asst Buildings	8,477,897.16	60	1295
Gen. Fixed Asst FIXED ASSETS EQUIPMENT	2,360,029.18	60	1297
Gen. Fixed Asst CITY HALL	228,889.90	60	1298
Gen. Fixed Asst INFRASTRUCTURE- streets	4,485,784.95	60	1299
Gen. Fixed Asst ACCUMULATED DEPRECIATION	-5,985,489.84	60	1300
Total of Assets ---->			30,951,599.64
			30,951,599.64

Liabilities

			Acct ID
General Fund STRONG MOTION	105.44	10	2010
General Fund SB1473-COUNTY PERMIT ASSESSMEN	31.00	10	2012
General LTD Act Compensated Absences	522,086.55	70	2020
General LTD Act NET OPEB OBLIGATION	2,934,044.00	70	2025

REPORT.: 04/11/16
RUN....: 04/11/16
Run By.: LINDA

City of Sand City
Balance Sheet Report
ALL FUND(S)

PAGE: 002
ID #: GLBS
CTL.: SAN

Ending Calendar Date.: March 31, 2016 Fiscal (09-16)

Liabilities

			Acct ID
General Fund DEFERRED REVENUE	46,929.39	10	2050
General Fund DEFERRED REVENUE RDA COP REIMB	774,766.42	10	2056
General Fund BUNGALOW'S DEPOSIT EAST DUNES	15,700.00	10	2058
General LTD Act capital lease-2 fords f350's	19,732.10	70	2070
General LTD Act STREET SWEEPER-CAPTIAL LEASE	90,622.16	70	2071
General Fund State Mandated CASP Fee	3.30	10	2115
General Fund Health Insurance	24,618.20	10	2150
General Fund Dental/Vision	72.04	10	2160
General Fund POLICE ASSOC. DUES	350.00	10	2180
General Fund PEPRA RETIREMENT %	2,022.36	10	2191
General Fund AFLAC PRE TAX	341.97	10	2195
General Fund AFLAX-AFTER TAX	-124.90	10	2196
General Fund PERS SURVIVOR BENEFIT	40.00	10	2197

Total of Liabilities ---->	4,431,340.03		

FUND Balances

			Acct ID
General Fund Unappropriated Fund Balance	16,308,589.51	10	3400
Gas Tax - 2105 Unappropriated Fund Balance	18,259.53	31	3400
Traffic Safety Unappropriated Fund Balance	2,757.97	35	3400
Gen. Fixed Asst Unappropriated Fund Balance	-1,292,921.97	60	3400
General LTD Act Unappropriated Fund Balance	-1,055,230.54	70	3400
Gen. Fixed Asst Investment in Fixed Assets	12,974,340.37	60	3600
Gen. Fixed Asst CAPITAL LEASE	189,797.41	60	3601
Gen. Fixed Asst Donated Assets	430,000.00	60	3602
CURRENT EARNINGS	-1,055,332.67		

Total of FUND Balances ---->	26,520,259.61		30,951,599.64
=====			

Reg	Period	Date	Receipt	T	Opr	ID No	Description	G/L Posting	Amt Paid
000	03-16	03/07/16	19237	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6359 Receipt Date: 03/07/16 LUIS VASQUEZ Issued...: T0 (DEVON) Mar 07 2016 10:07 am Devon Lazzarino	Db: 99 1001 Cr: 10 4221 08	50.00
			19238	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6606 Receipt Date: 03/07/16 Paid by: THALIA ESQUIVEL Issued...: T0 (DEVON) Mar 07 2016 10:08 am Devon Lazzarino	Db: 99 1001 Cr: 10 4221 08	40.00
			19239	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6763 Receipt Date: 03/07/16 Paid by: SANJEEV CHAUDHARY Issued...: T0 (DEVON) Mar 07 2016 10:09 am Devon Lazzarino	Db: 99 1001 Cr: 10 4221 08	40.00
			19240	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6772 Receipt Date: 03/07/16 Paid by: MARILYN WESTERKAMP Issued...: T0 (DEVON) Mar 07 2016 10:09 am Devon Lazzarino	Db: 99 1001 Cr: 10 4221 08	40.00
			19241	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6360 Receipt Date: 03/07/16 Paid by: CHENIN SCHEID Issued...: T0 (DEVON) Mar 07 2016 10:09 am Devon Lazzarino	Db: 99 1001 Cr: 10 4221 08	40.00
			19242	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6834 Receipt Date: 03/07/16 Paid by: LORI SMITH Issued...: T0 (DEVON) Mar 07 2016 10:10 am Devon Lazzarino	Db: 99 1001 Cr: 10 4221 08	40.00
			19243	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6358 Receipt Date: 03/07/16 Paid by: CARMEN CARMARENA Issued...: T0 (DEVON) Mar 07 2016 10:10 am Devon Lazzarino	Db: 99 1001 Cr: 10 4221 08	50.00
			19244	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6838 Receipt Date: 03/07/16 Paid by: JOSH TRAUTMAN Issued...: T0 (DEVON) Mar 07 2016 10:10 am Devon Lazzarino	Db: 99 1001 Cr: 10 4221 08	40.00
			19245	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6836 Receipt Date: 03/07/16 Paid by: MARIA MENDEZ Issued...: T0 (DEVON) Mar 07 2016 10:11 am Devon Lazzarino	Db: 99 1001 Cr: 10 4221 08	40.00
			19246	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6837 Receipt Date: 03/07/16 Paid by: RACHEL NISSIM Issued...: T0 (DEVON) Mar 07 2016 10:11 am Devon Lazzarino	Db: 99 1001 Cr: 10 4221 08	40.00
			19247	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6673 Receipt Date: 03/07/16 Paid by: BROOKE WRIGHT Issued...: T0 (DEVON) Mar 07 2016 10:11 am Devon Lazzarino	Db: 99 1001 Cr: 10 4221 08	40.00
			19248	C	Mis	POL01	POLICE REPORT 4560 POLICE REPORT #SA1600079 Receipt Date: 03/07/16 Paid by: METROPOLITAN REPORTING BUREAU Issued...: T0 (DEVON) Mar 07 2016 10:11 am Devon Lazzarino	Db: 99 1001 Cr: 10 4560 08	10.00
			19249	C	Mis	REN01	RENTAL INCOME MARCH 2016 CELL TOWER RENT Receipt Date: 03/07/16 Paid by: CROWN CASTLE Issued...: T0 (DEVON) Mar 07 2016 10:12 am Devon Lazzarino	Db: 99 1001 Cr: 10 4740 00	1246.35
			19250	C	Mis	TAX05	GAS TAX 2103 FEBRUARY 2016 HIGHWAY USERS TAX Receipt Date: 03/07/16	Db: 99 1001 Cr: 31 4305 11	83.41
				Mis	TAX01	GAS TAX - 2105 31 FEBRUARY 2016 HIGHWAY USERS TAX Receipt Date: 03/07/16	Db: 99 1001 Cr: 31 4305 11	170.12	
				Mis	TAX02	GAS TAX - 2106 32 FEBRUARY 2016 HIGHWAY USERS TAX Receipt Date: 03/07/16	Db: 99 1001 Cr: 31 4305 11	474.65	
				Mis	TAX03	GAS TAX - 2107 33 FEBRUARY 2016 HIGHWAY USERS TAX Receipt Date: 03/07/16 Paid by: STATE OF CALIFORNIA Issued...: T0 (DEVON) Mar 07 2016 10:12 am Devon Lazzarino	Db: 99 1001 Cr: 31 4305 11	235.33	
			19251	C	Mis	VC	COUNTY/VC JANUARY 2016 TRAFFIC Receipt Date: 03/07/16	Db: 99 1001 Cr: 35 4205 11	13.09
				Mis	POC01	COUNTY/PROOF OF CORR JANUARY 2016 TRAFFIC Receipt Date: 03/07/16	Db: 99 1001 Cr: 35 4205 11	4.22	
				Mis	PTT01	COUNTY/PROPERTY TAX JANUARY 2016 TRAFFIC Receipt Date: 03/07/16	Db: 99 1001 Cr: 10 4020 00	545.05	
				Mis	HTP01	1/2 TAX POLICE/PROP 172 JANUARY 2016 TRAFFIC Receipt Date: 03/07/16	Db: 99 1001 Cr: 10 4330 08	35.50	
				Mis	REV	COUNTY/REV & RECOVERY JANUARY 2016 TRAFFIC Receipt Date: 03/07/16 Paid by: COUNTY OF MONTEREY Issued...: T0 (DEVON) Mar 07 2016 10:13 am Devon Lazzarino	Db: 99 1001 Cr: 10 4210 08	152.75	

Reg	Period	Date	Receipt	T	Opr	ID No	Description	G/L	Posting	Amt Paid
000	03-16	03/07/16	19252	C	Mis	MS	KING VENTURES REIMBURSE ATTORNEY FEES - KING VENTURES Receipt Date: 03/07/16 Paid by: KING VENTURES Issued...: T0 (DEVON) Mar 07 2016 10:14 am Devon	Db: 99	1001	7078.81
							Lazzarino Day 03/07/16 Total ---->			10509.28
	03/16/16	19257	C	Mis	POL01		POLICE REPORT 4560 POLICE REPORT #SG160096 Receipt Date: 03/16/16 Paid by: KATHERINE NG Issued...: T0 (DEVON) Mar 16 2016 08:47 am Devon	Db: 99	1001	10.00
		19258	C	Mis	PAR02		SAND CITY PARKING PARKING VIOLATION #6645 Receipt Date: 03/16/16 Paid by: LEONARD POINSOT Issued...: T0 (DEVON) Mar 16 2016 08:48 am Devon	Db: 99	1001	40.00
		19259	C	Mis	POL01		POLICE REPORT 4560 POLICE REPORT #SG160089 Receipt Date: 03/16/16 Paid by: LEXIS NEXIS Issued...: T0 (DEVON) Mar 16 2016 08:48 am Devon	Db: 99	1001	10.00
		19260	C	Mis	PAR02		SAND CITY PARKING PARKING VIOLATION #6744 Receipt Date: 03/16/16 Paid by: KIMBERLY BENEDETTI Issued...: T0 (DEVON) Mar 16 2016 08:48 am Devon	Db: 99	1001	40.00
		19261	C	Mis	PAR02		SAND CITY PARKING PARKING VIOLATION #6773 Receipt Date: 03/16/16 Paid by: LEONEL LUJAN Issued...: T0 (DEVON) Mar 16 2016 08:48 am Devon	Db: 99	1001	40.00
		19262	C	Mis	PAR02		SAND CITY PARKING PARKING VIOLATION #6839 Receipt Date: 03/16/16 Paid by: SENDY PINA Issued...: T0 (DEVON) Mar 16 2016 08:49 am Devon	Db: 99	1001	40.00
		19263	C	Mis	PAR02		SAND CITY PARKING PARKING VIOLATION #6610 Receipt Date: 03/16/16 Paid by: DANIEL EOFF Issued...: T0 (DEVON) Mar 16 2016 08:49 am Devon	Db: 99	1001	40.00
		19264	C	Mis	PAR02		SAND CITY PARKING PARKING VIOLATION #6352 Receipt Date: 03/16/16 Paid by: JYLEON RUSH Issued...: T0 (DEVON) Mar 16 2016 08:49 am Devon	Db: 99	1001	40.00
		19265	C	Mis	PAR02		SAND CITY PARKING PARKING VIOLATION #6765 Receipt Date: 03/16/16 Paid by: MARSHALL BENNETT Issued...: T0 (DEVON) Mar 16 2016 08:50 am Devon	Db: 99	1001	40.00
		19266	C	Mis	UUT		UTILITY USERS TAX JANUARY 2016 UUT - ELECTRIC Receipt Date: 03/16/16 Paid by: DIRECT ENERGY Issued...: T0 (DEVON) Mar 16 2016 08:50 am Devon	Db: 99	1001	684.81
		19267	C	Mis	UUT		UTILITY USERS TAX FEBRUARY 2016 UUT Receipt Date: 03/16/16 Paid by: VISTA ENERGY Issued...: T0 (DEVON) Mar 16 2016 08:50 am Devon	Db: 99	1001	12.31
		19268	C	Mis	VEH01		VEHICLE ABATEMENT 2ND Q 15-16 VEHICLE ABATEMENT Receipt Date: 03/16/16 Paid by: COUNTY OF MONTEREY Issued...: T0 (DEVON) Mar 16 2016 08:51 am Devon	Db: 99	1001	36.42
							Lazzarino Day 03/16/16 Total ---->			1033.54
	03/23/16	19269	C	Mis	UUT		UTILITY USERS TAX FEBRUARY 2016 UUT Receipt Date: 03/23/16 Paid by: TIGER NATURAL GAS Issued...: T0 (DEVON) Mar 23 2016 09:05 am Devon	Db: 99	1001	74.03
		19270	C	Mis	UUT		UTILITY USERS TAX FEBRUARY 2016 UUT - GAS Receipt Date: 03/23/16 Paid by: SPARK ENERGY Issued...: T0 (DEVON) Mar 23 2016 09:05 am Devon	Db: 99	1001	1.12
		19271	C	Mis	CUP01		CONDITIONAL USE PERM CUP APPLICATION Receipt Date: 03/23/16 Paid by: GACHINA LANDSCAPE Issued...: T0 (DEVON) Mar 23 2016 09:05 am Devon	Db: 99	1001	400.00
		19272	C	Mis	UUT		UTILITY USERS TAX FEBRUARY 2016 UUT - GAS Receipt Date: 03/23/16 Paid by: GAS & POWER TECHNOLOGIES Issued...: T0 (DEVON) Mar 23 2016 09:06 am Devon	Db: 99	1001	5.12
		19273	C	Mis	UUT		UTILITY USERS TAX FEBRUARY 2016 UUT Receipt Date: 03/23/16 Paid by: PILOT POWER GROUP Issued...: T0 (DEVON) Mar 23 2016 09:06 am Devon	Db: 99	1001	418.23
		19274	C	Mis	UUT		UTILITY USERS TAX FEBRUARY 2016 UUT - GAS Receipt Date: 03/23/16	Db: 99	1001	111.37

Reg	Period	Date	Receipt	T	Opr	ID No	Description	G/L Posting	Amt Paid
000	03-16	03/23/16	19275	C	Mis	REIMB	REIMBURSEMENTS REIMB DUPLICATE PMT FOR COMMISSIONERS REGISTRATION Receipt Date: 03/23/16 Paid by: LEAGUE OF CALIFORNIA CITIES Issued..: TO (DEVON) Mar 23 2016 09:07 am Devon Lazzarino	Db: 99 1001 Cr: 10 4732 00	575.00
			19276	C	Mis	CUP01	CONDITIONAL USE PERM CUP APPLICATION Receipt Date: 03/23/16 Paid by: CL FROST Issued..: TO (DEVON) Mar 23 2016 09:07 am Devon Lazzarino	Db: 99 1001 Cr: 10 4125 05	400.00
							Day 03/23/16 Total ---->		1984.87
	03/29/16		19277	C	Mis	EFT11	TRANSFER FROM LAIF TRANSFER FROM LAIF TO CITY CHECKING Receipt Date: 03/29/16 Paid by: TRANSFER FROM LAIF TO CITY CHECKING Issued..: TO (DEVON) Mar 29 2016 08:36 am Devon Lazzarino	Db: 99 1001 Cr: 10 1008	120000.00
							Day 03/29/16 Total ---->		120000.00
	03/30/16		19279	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6611 Receipt Date: 03/30/16 Paid by: RUTH HARRISON Issued..: TO (DEVON) Mar 30 2016 02:14 pm Devon Lazzarino	Db: 99 1001 Cr: 10 4221 08	40.00
			19280	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6845 Receipt Date: 03/30/16 Paid by: GLORIA ANDERSON Issued..: TO (DEVON) Mar 30 2016 02:14 pm Devon Lazzarino	Db: 99 1001 Cr: 10 4221 08	40.00
			19281	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6826 Receipt Date: 03/30/16 Paid by: BIANCA MOODY Issued..: TO (DEVON) Mar 30 2016 02:15 pm Devon Lazzarino	Db: 99 1001 Cr: 10 4221 08	40.00
			19282	C	Mis	POL01	POLICE REPORT 4560 POLICE REPORT #SGL600108 Receipt Date: 03/30/16 Paid by: LEXIS NEXIS Issued..: TO (DEVON) Mar 30 2016 02:15 pm Devon Lazzarino	Db: 99 1001 Cr: 10 4560 08	10.00
			19283	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6607 Receipt Date: 03/30/16 Paid by: KELLY AYON Issued..: TO (DEVON) Mar 30 2016 02:15 pm Devon Lazzarino	Db: 99 1001 Cr: 10 4221 08	40.00
			19284	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6844 Receipt Date: 03/30/16 Paid by: MICHAEL WILEY Issued..: TO (DEVON) Mar 30 2016 02:15 pm Devon Lazzarino	Db: 99 1001 Cr: 10 4221 08	40.00
			19285	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #6612 Receipt Date: 03/30/16 Paid by: SCOTT COMINS Issued..: TO (DEVON) Mar 30 2016 02:16 pm Devon Lazzarino	Db: 99 1001 Cr: 10 4221 08	40.00
			19286	C	Mis	BUI01	BUILDING PERMIT 4115 PERMITS/FEEES - 2040 CALIFORNIA Receipt Date: 03/30/16 PLAN CHECK FEE 4165 PERMITS/FEEES - 2040 CALIFORNIA Receipt Date: 03/30/16	Db: 99 1001 Cr: 10 4115 05 Db: 99 1001 Cr: 10 4165 05	83.25 84.00
				Mis	STR01	STRONG MOTION 2010 PERMITS/FEEES - 2040 CALIFORNIA Receipt Date: 03/30/16	Db: 99 1001 Cr: 10 2010	.84	
				Mis	CBSC	CBSC FEE - SB1473 PERMITS/FEEES - 2040 CALIFORNIA Receipt Date: 03/30/16	Db: 99 1001 Cr: 10 2012	1.00	
				Mis	DES01	DESIGN REVIEW FEE PERMITS/FEEES - 2040 CALIFORNIA Receipt Date: 03/30/16 Paid by: SUPERIOR ELECTRIC Issued..: TO (DEVON) Mar 30 2016 02:16 pm Devon Lazzarino	Db: 99 1001 Cr: 10 4155 05	50.00	
			19287	C	Mis	UUT	UTILITY USERS TAX FEBRUARY 2016 UUT - ELECTRIC Receipt Date: 03/30/16 Paid by: CONSTELLATION NEW ENERGY Issued..: TO (DEVON) Mar 30 2016 02:17 pm Devon Lazzarino	Db: 99 1001 Cr: 10 4025 00	35.84
			19288	C	Mis	CLEEP	CLEEP GRANT FEBRUARY 2016 COPS GRANT Receipt Date: 03/30/16 Paid by: COUNTY OF MONTEREY Issued..: TO (DEVON) Mar 30 2016 02:17 pm Devon Lazzarino	Db: 99 1001 Cr: 10 4069 08	8333.33
			19289	C	Mis	STAX	BALANCE 4TH QUARTER 2015 JANUARY 2016 IN LIEU SALES TAX Receipt Date: 03/30/16 CURRENT ADVANCE JANUARY 2016 JANUARY 2016 IN LIEU SALES TAX Receipt Date: 03/30/16	Db: 99 1001 Cr: 10 4030 00 Db: 99 1001 Cr: 10 4030 00	57516.67 167707.94
				Mis	MS	ADJUSTED COST OF ADMIN JANUARY 2016 IN LIEU SALES TAX Receipt Date: 03/30/16 Paid by: STATE OF CALIFORNIA Issued..: TO (DEVON) Mar 30 2016 02:18 pm Devon Lazzarino	Db: 99 1001 Cr: 10 5023 03	-7007.94	
			19290	C	Mis	TUT01	BALANCE 4TH QUARTER 2016 JANUARY 2016 T/U TAX Receipt Date: 03/30/16 CURRENT ADVANCE JANUARY 2016 JANUARY 2016 T/U TAX	Db: 99 1001 Cr: 10 4032 00 Db: 99 1001	175498.99 156920.00

Reg	Period	Date	Receipt	T	Opr	ID No	Description	G/L Posting	Amt Paid
000	03-16	03/30/16	19290	C					
					Mis	MS	COST OF ADMIN JANUARY 2016 T/U TAX Receipt Date: 03/30/16 Paid by: STATE OF CALIFORNIA Issued...: T0 (DEVON) Mar 30 2016 02:22 pm Devon	Lazzarino Db: 99 1001 Cr: 10 5023 03	-3020.00
								Lazzarino Day 03/30/16 Total ---->	556453.92
		03/31/16	19303	C	Mis	CDINT	CD INTEREST MARCH 2016 INTEREST Receipt Date: 03/31/16 Paid by: RABOBANK Issued...: T0 (DEVON) Mar 31 2016 11:33 am Devon	Lazzarino Db: 10 1020 Cr: 10 4410 00	7.31
			19304	C	Mis	OPEB	OPEB INTEREST MARCH 2016 INTEREST Receipt Date: 03/31/16 Paid by: RABOBANK Issued...: T0 (DEVON) Mar 31 2016 11:36 am Devon	Lazzarino Db: 10 1004 Cr: 10 4411 00	44.40
			19305	C	Mis	INT01	INTEREST IN CHECKING MARCH 2016 INTEREST Receipt Date: 03/31/16 Paid by: RABOBANK Issued...: T0 (DEVON) Mar 31 2016 11:37 am Devon	Lazzarino Db: 99 1001 Cr: 10 4410 00	4.63
								Lazzarino Day 03/31/16 Total ---->	56.34
								Period 03-16 Total ---->	690037.95
								Register 000 Total ---->	690037.95
									=====
								Total of All Registers ---->	690037.95
									=====

Check Number	Vendor Name	Invoice Description	Check Date	Gross Check Amount
029171	SOUTH BAY REGIONAL SAFETY	FIELD TRAINING OFFICER UPDATE CLASS - MOUNT	03/01/16	70.00
029172	AMERICAN LOCK & KEY	RE KEY NEW LOCKS FOR CITY HALL/POLICE DEPARTMENT	03/01/16	225.00
029173	AMERICAN SUPPLY CO	CLEANING SUPPLIES FOR CITY HALL	03/01/16	40.50
029174	ASSURANT EMPLOYEE BENEFIT	MARCH 2016 LTD PREMIUMS	03/01/16	623.92
029175	A.T. & T.	JANURY 2016 POLICE CLETS PHONE LINE	03/01/16	50.63
029176	ROBERT GRIFFIN	CITY HALL REMODEL CONTRACT SERVICES	03/01/16	9403.56
029177	CALIFORNIA HIGHWAY	FEBRUARY 9, 2015 HIGHWAY CLEAN UP	03/01/16	295.00
029178	CALIFORNIA LAW	MARCH 2016 POLICE LTD PREMIUMS	03/01/16	196.00
029179	CONSOLIDATED ELECTRICAL	4 BALLAST FOR POLICE DEPARTMENT LIGHTS	03/01/16	51.44
029179	CONSOLIDATED ELECTRICAL	BALLAST FOR POLICE DEPARTMENT LIGHTS	03/01/16	12.86
029179	CONSOLIDATED ELECTRICAL	CIRCUIT TESTERS/WIRE CUTTERS FOR POLICE LIGHTS	03/01/16	44.48
029180	CORBIN WILLITS SYSTEMS	MARCH 2016 TECH SUPPORT - MOM	03/01/16	219.35
029181	CALIFORNIA DMV	5 2016 VEHICLE CODE BOOKS FOR POLICE	03/01/16	84.48
029182	HARVEY DRONE	MARCH 2016 ACCRUAL CASH OUT	03/01/16	4358.29
029183	EMC PLANNING GROUP, INC.	JANUARY 2016 HOUSING ELEMENT CONTRACT SERVICES	03/01/16	10216.17
029183	EMC PLANNING GROUP, INC.	JANUARY 2016 PLANNING CONTRACT SERVICES	03/01/16	743.81
029184	EXTENDED STAY AMERICA	HOTEL FOR FIELD TRAINING OFFICER CLASS - ESCOBAR	03/01/16	763.79
029185	DEARBORN NATIONAL LIFE INSURAN	MARCH 2016 LIFE INSURANCE PREMIUMS	03/01/16	387.00
029186	RICHARD GARZA	REIMBURSE FY 15-16 VISION EXPENSE	03/01/16	200.00
029187	GUARDIAN	MARCH 2016 DENTAL PREMIUMS	03/01/16	3776.47
029188	HAYASHI & WAYLAND	AUDIT CONTRACT SERVICES/MANAGEMENT/GASB68	03/01/16	9620.25
029189	OHIO NATIONAL LIFE	MARCH 2016 LIFE INSURANCE PREMIUMS	03/01/16	105.08
029190	DAVID PENDERGRASS	MARCH 2016 PAYROLL	03/01/16	1513.78
029191	PETTY CASH - TO BE CASHED BY	REPLENISH PETTY CASH	03/01/16	91.12
029192	PITNEY BOWES	REPLENISH POSTAGE MACHINE	03/01/16	300.00
029193	CRAIG RIDDELL	2016 WEST END ADVERTISING - MARCH INSTALLMENT	03/01/16	500.00
029194	DAVID W. JANSEN	CITY HALL SYSTEMS MAINTENANCE	03/01/16	840.00
029194	DAVID W. JANSEN	POLICE - SCANNER ISSUES	03/01/16	168.00
029194	DAVID W. JANSEN	POLICE - TONER FOR CLETS PRINTER	03/01/16	326.15
029195	SAND CITY POLICE OFFICERS	MARCH 2016 POA DUES	03/01/16	315.00
029196	STEPHEN L. VAGNINI	2016 WEST END COORDINATOR FEE - MARCH INSTALLMENT	03/01/16	5000.00
029197	SOUTH BAY REGIONAL SAFETY	FIELD TRAINING OFFICER CLASS TUITION - ESCOBAR	03/01/16	115.00
029198	STURDY OIL COMPANY	2/1/16 TO 2/15/16 FUEL COSTS	03/01/16	793.24
029199	MARY ANN WEEMS	FOR MARCH 2016	03/01/16	204.02
029200	LEAGUE OF CALIF. CITIES	3/14/16 MONTEREY BAY DIVISION MEETING	03/01/16	120.00
29171C	ADP, INC	2015 EMPLOYEE W2 FORMS	03/03/16	229.40
29171D	ADP, INC	P/R PROCESSING CHARGES FOR PERIOD ENDING 2/29/16	03/04/16	244.01
29171F	RABOBANK	STOP PAYMENT BANK CHARGE	03/07/16	35.00
029201	AMERICAN PLANNING ASSOC.	APA MEMBERSHIP RENEWAL - CHUCK	03/08/16	425.00
029202	AT & T	JANUARY 2016 POLICE TRACNET PHONE LINE	03/08/16	109.94
029203	A.T. & T.	JANUARY 2016 POLICE CLETS PHONE LINE	03/08/16	43.16
029204	AUTOMOTIVE SPECIALISTS	DUMP TRUCK REPAIR - EXHAUST SYSTEM	03/08/16	827.58
029205	AVAYA, INC	FEBRUARY 2016 TELEPHONE LEASE	03/08/16	245.85
029206	CAL-AM WATER	FEBRUARY 2016 WATER BILL - 1 SYLVAN	03/08/16	99.15
029207	CAL-AM WATER	FEBRUARY 2016 WATER BILL - 320 ELDER	03/08/16	37.59
029207	CANON SOLUTIONS AMERICA, INC.	JANUARY 2016 COPY MACHINE USAGE	03/08/16	490.85
029208	MONTEREY COUNTY WEEKLY	FEBRUARY 2016 CO-OP ADVERTISING	03/08/16	1076.00
029209	EMERGENCY MEDICAL PRODUCTS, IN	EMERGENCY MEDICAL SUPPLIES FOR CITY HALL/POLICE	03/08/16	2816.21
029210	VITO GRAZIANO	REIMBURSE FY 15-16 VISION EXPENSE	03/08/16	200.00
029211	INNERSPACE ENGINEERING CORP.	10 COAT ROD KITS FOR POLICE LOCKERS	03/08/16	120.15
029212	CITY OF MONTEREY	JANUARY 2016 BUILDING INSPECTIONS/PLAN CHECKS	03/08/16	289.50
029213	MICHAEL MOUNT	MARCH 2016 ACCRUAL CASH OUT	03/08/16	7591.81
029214	NAPA AUTO PARTS	12V CHARGER FOR UTV	03/08/16	81.46
029215	RABOBANK EQUIPMENT LEASE	MARCH 2016 NGEN EQUIPMENT PAYMENT #8	03/08/16	10156.10
029216	ULTRAMAX AMMUNITION	AMMUNITION FOR POLICE	03/08/16	8704.00
029217	RABOBANK VISA CARD	INK FOR CITY REQUIRED CORRESPONDENCE	03/08/16	113.90
029218	RABOBANK VISA CARD	PARMA EXPENSES/MIRROR FOR WOMEN'S RESTROOM	03/08/16	46.71
029219	RABOBANK VISA CARD	AMMO/SIGN/LOCKERS/LATE FEE REVERSAL	03/08/16	911.94
029220	RABOBANK VISA CARD	STORAGE SHED FOR COMMUNITY GARDEN	03/08/16	586.56
029221	AFLAC	FEBRUARY 2016 AFLAC PREMIUMS	03/08/16	1053.13
029222	AT&T	FEBRUARY 2016 POLICE OUTSIDE PHONE LINE	03/08/16	138.52
029223	TODD BODEM	MARCH 2016 ACCRUAL CASH OUT	03/08/16	4722.59
029224	COMCAST	MARCH 2016 POLICE INTERNET	03/08/16	151.14
029225	HSBC BUSINESS SOLUTIONS	FEBRUARY 2016 SUPPLIES	03/08/16	376.09
029226	MCGRATH RENTCORP	MARCH 2016 POLICE LOCKER ROOM RENTAL PAYMENT	03/08/16	184.99
029227	MONTEREY COUNTY	POLICE NETWORK ACCESS FOR PERIOD ENDING 1/31/16	03/08/16	228.00
029228	PETTY CASH - TO BE CASHED BY	REPLENISH PETTY CASH	03/08/16	83.33
029229	RED SHIFT INTERNET SRVCS	MARCH 2016 POLICE/CITY DSL WEB & EMAIL	03/08/16	93.89
029230	DAVID W. JANSEN	2 75 FOOT CABLES FOR P/W	03/08/16	65.18
029230	DAVID W. JANSEN	CHUCK SCANNER/CONNIE PHONE	03/08/16	315.00
029230	DAVID W. JANSEN	MAINTENANCE ON LINDA'S SYSTEMS & FINANCE SERVERS	03/08/16	378.00
029230	DAVID W. JANSEN	POLICE - MAINTENANCE 7 NETWORK CABLING	03/08/16	567.00
029231	RABOBANK VISA CARD	TRASH PICKERS/LOCKERS	03/08/16	1067.82
029232	INTREPID ARTISTS, INC.	2016 WEST END ENTERTAINMENT - COCO MONTOYA	03/09/16	2500.00
29171A	PERS - MEDICAL	MARCH 2016 PERS HEALTH PREMIUMS	03/10/16	18188.97
029233	AMERIPRIDE SERVICES	FEBRUARY 2016 LAUNDRY SERVICE	03/15/16	566.77
029234	BALBOA CAPITAL	APRIL 2016 WATER DISPENSER FOR OFFICE	03/15/16	65.12
029235	CALIFORNIA HIGHWAY	FEBRUARY 25, 2016 HIGHWAY CLEAN UP	03/15/16	295.00
029236	COMCAST	MARCH 2016 POLICE PHONE/PW PHONE AND INTERNET	03/15/16	209.22
029237	CENTRAL VALLEY TOXICOLOGY	URINALYSIS FOR POLICE CASE #SG1600032	03/15/16	172.00
029238	CYPRESS COAST FORD	OIL FILTER CHANGE FOR POLICE UNIT 91	03/15/16	47.40
029238	CYPRESS COAST FORD	OIL FILTER CHANGE FOR POLICE UNIT 93	03/15/16	47.40
029239	TIFFANY DECKER	MUSIC PERFORMANCE FOR ART COMMITTEE SHOW 3/19/16	03/15/16	300.00
029239	DEL REY OAKS CAR WASH	FEBRUARY 2016 CAR WASHES FOR POLICE	03/15/16	192.00
029240	D&L DELLA MORA HEATING SHEET M	REPAIR OF CITY HALL HEATER	03/15/16	197.50
029243	LAWRENCE ESCOBAR	REIMBURSE EXPENSES/FIELD TRAINING OFFICER CLASS	03/15/16	1294.58
029244	HOPE SERVICES	FEBRUARY 2016 CLEAN UP CREW	03/15/16	4426.50
029244	HEISINGER BUCK AND MORRIS	FEBRUARY 2016 REIMBURSABLE ATTORNEY COSTS	03/15/16	105.60
029245	THE HERALD	FEBRUARY 2016 LEGAL ADVERTISING	03/15/16	599.53
029246	HOME DEPOT CREDIT SERVICE	FEBRUARY 2016 SUPPLIES	03/15/16	830.64

Check Number	Vendor Name	Invoice Description	Check Date	Gross	Check Amount
029247	CONNIE HORCA	REIMBURSE MILEAGE FOR TRIPS TO CITY ATTORNEY	03/15/16		15.87
029248	INTELLIGENT PRODUCTS, INC	18 CASES OF MUTT MITTS	03/15/16		1302.00
029249	OFFICE DEPOT, INC.	FEBRUARY 2016 SUPPLIES	03/15/16		1009.26
()	PUBLIC EMPLOYEES RET. SYS	ARREARS CONTRIBUTIONS FOR NANCY FLETCHER	03/15/16		2035.11
()	PETTY CASH - TO BE CASHED BY	REPLENISH PETTY CASH	03/15/16		105.05
029252	DAVID W. JANSEN	CITY HALL SYSTEMS MAINTENANCE	03/15/16		882.00
029252	DAVID W. JANSEN	POLICE - ADOBE ACROBAT	03/15/16		336.00
029252	DAVID W. JANSEN	POLICE - SYSTEMS MAINTENANCE	03/15/16		714.00
029252	DAVID W. JANSEN	PRINTER SCANNING/SONIC WALL	03/15/16		378.00
029253	STEPHEN L. VAGNINI	2016 WEST END - REIMBURSE EXPENSES	03/15/16		332.08
29171B	PUBLIC EMPLOYEES RET. SYS	FEBRUARY 2016 PERS RETIREMENT CONTRIBUTIONS	03/15/16		35586.47
029254	JAMES C. CHANG	PHOTOGRAPHY FOR 3/19/16 ART COMMITTEE SHOW	03/16/16		200.00
029255	MONTEREY SIGNS	DECAL LETTERING FOR 3/19/16 ART COMMITTEE SHOW	03/16/16		81.47
29171E	ADP, INC	ANNUAL CD EARNING RECORDS	03/18/16		118.15
029256	AT & T	FEBRUARY 2016 POLICE TRACNET PHONE LINE	03/22/16		113.68
029257	AT&T	FEBRUARY 2016 PHONE BILLS	03/22/16		1685.92
029258	BARTEL ASSOCIATES, LLC	FEBRUARY 2016 OPEB ACTUARIAL CONSULTING SERVICES	03/22/16		1251.00
029259	DAVID BLAUL	REIMBURSE FY 15-16 VISION EXPENSE	03/22/16		105.98
029260	COMCAST	MARCH 2016 CITY INTERNET/COUNCIL TV	03/22/16		87.18
029261	COUNTY CLERK OF MONTEREY	NOTICE OF DETERMINATION - HOUSING ELEMENT	03/22/16		2260.25
029262	CREEGAN & D'ANGELO	FEBRUARY 2016 ENGINEER SERVICES	03/22/16		25369.50
029263	DE LAGE LANDEN FINANCIAL SERVI	MARCH 2016 STREET SWEEPER PAYMENT #5	03/22/16		1522.18
029264	DYNA CLEAN SERVICES	MARCH 2016 OFFICE CLEANING	03/22/16		300.00
029265	EMC PLANNING GROUP, INC.	FEBRUARY 2016 HOUSING ELEMENT UPDATE	03/22/16		4918.91
029265	EMC PLANNING GROUP, INC.	FEBRUARY 2016 PLANNING STAFF SUPPORT	03/22/16		3307.10
029265	EMC PLANNING GROUP, INC.	FEBRUARY 2016 WEBSITE DEVELOPMENT	03/22/16		463.26
029266	MONTEREY COUNTY MAYOR'S	2016 ANNUAL DUES	03/22/16		1100.00
029267	MRWMD	FEBRUARY 2016 REFUSE CHARGES	03/22/16		993.61
029268	PETTY CASH - TO BE CASHED BY	REPLENISH PETTY CASH	03/22/16		80.26
029269	PACIFIC GAS & ELECTRIC	FEBRUARY 2016 UTILITY BILLS	03/22/16		2479.21
029270	DAVID W. JANSEN	POLICE/PW SYSTEMS MAINTENANCE	03/22/16		315.00
029271	SHRED IT- SAN JOSE	MARCH 4, 2016 SHREDDING SERVICES	03/22/16		61.66
029272	STEPHEN L. VAGNINI	2016 WEST END EXPENSE REIMBURSEMENT	03/22/16		546.86
029273	STURDY OIL COMPANY	2/15/16 TO 2/29/16 FUEL COSTS	03/22/16		475.12
029273	STURDY OIL COMPANY	3/1/16 TO 3/15/16 FUEL COSTS	03/22/16		769.53
029274	VERIZON WIRELESS	FEBRUARY 2016 CELL PHONE BILLS	03/22/16		959.54
029275	AMERICAN PLANNING ASSOC.	NEW APA MEMBERSHIP FOR TODD BODEM	03/29/16		485.00
029276	AT&T	MARCH 2016 POLICE PHONE BILL	03/29/16		7.06
029277	AUTOMOTIVE SPECIALISTS	BATTERY/ALTERNATOR REPAIR - P/W TRUCK 8106	03/29/16		735.61
029278	CALPERS 457 PLAN	MARCH 2016 PERS 457 CONTRIBUTIONS	03/29/16		12800.00
029279	CYPRESS COAST FORD	OIL-FILTER/TIRE ROTATION FOR CHIEF VEHICLE	03/29/16		56.72
029280	DIVISION OF THE STATE ARCHITEC	3RD QUARTER FY 15-16 BUSINESS LICENSE CASP FEES	03/29/16		3.60
029281	BRIAN FERRANTE	REIMBURSE EXPENSES FOR EXECUTIVE TRAINING	03/29/16		2134.53
029282	MICHAEL MOUNT	REIMBURSE FTO TRAINING EXPENSES	03/29/16		142.92
()	MICHAEL MOUNT	REIMBURSE FY 15-16 VISION EXPENSE	03/29/16		200.00
()	PETTY CASH - TO BE CASHED BY	REPLENISH PETTY CASH	03/29/16		46.42
029284	DAVID W. JANSEN	POLICE - CLET'S PRINTER ISSUE	03/29/16		168.00
029285	WASSON'S CLEANING & RESTORATIO	EMERGENCY HOME BOARD UP SERVICES - POLICE	03/29/16		190.00
29171G	RABOBANK	MARCH 2016 BANK TRANSFER FEES	03/29/16		15.00

Grn-Total:
 Ttl-Count: 139

235965.24

Successor Agency

REPORT.: 04/11/16
 RUN....: 04/11/16
 Run By.: LINDA

SUCCESSOR AGENCY
 Balance Sheet Report
 ALL FUND(S)

PAGE: 001
 ID #: GLBS
 CTL.: SUC

Ending Calendar Date.: March 31, 2016 Fiscal (09-16)

Assets			Acct ID

Debt Service Tax Increment Account	578,726.39	40	1005
Debt Service 2008 TAX EXEMPT CD #6998114883	525,579.58	40	1025
Debt Service 2008 TAX EXEMPT CD # 535671579	530,904.77	40	1026
Debt Service 2008A RESERVE ACCOUNT	8,816.90	40	1060
Debt Service Bank of Baroda- CD	200,000.00	40	1065
Debt Service Comenity Capital Bank- CD	245,000.00	40	1066
Debt Service Goldman Sachs-USA New York- CD	245,000.00	40	1067
Debt Service 2008B RESERVE ACCOUNT	5,346.28	40	1070
Debt Service GE-Capital Retail Bank-CD	120,000.00	40	1075
Debt Service Land	2,525,709.76	40	1291
Debt Service FURNITURE AND FIXTURES	40,218.25	40	1293
Debt Service SIGNS AND LANDSCAPING	182,630.99	40	1297
Debt Service ACCUMULATED DEPRECIATION	-211,635.32	40	1300

Total of Assets ---->	4,996,297.60		4,996,297.60
			=====

Liabilities			Acct ID

Debt Service REFUNDABLE FEES	1,455,000.00	40	2045
Debt Service GENERAL LT- ADVANCE COSTCO/SEA	4,650,000.00	40	2330
Debt Service LOAN PAYABLE-HOUSING	685,052.00	40	2452
Debt Service LT ADVANCES FOR OPERAT EXPENSE	3,626,057.91	40	2455
Debt Service ADVANCES COP REIMBURSEMENTS	1,454,766.42	40	2460
Debt Service SERIES A BONDS	5,540,000.00	40	2480
Debt Service SERIES B BONDS	1,405,000.00	40	2485
Debt Service ORIGINAL ISSUE DATE SERIES B	215,641.00	40	2487

Total of Liabilities ---->	19,031,517.33		

FUND Balances			Acct ID

Debt Service Unappropriated Fund Balance	-14,720,168.19	40	3400
CURRENT EARNINGS	684,948.46		

Total of FUND Balances ---->	-14,035,219.73		4,996,297.60
			=====

REPORT.: Apr 11 16 Monday
 RUN...: 04/11/16 Time: 15:35
 Run By.: Linda Scholink

SUCCESSOR AGENCY
 Month End Cash Register Activity Report
 For Period: 03-16

PAGE: 001
 ID #: CH-AC
 CTL.: SUC

Reg	Period	Date	Receipt	T	Opr	ID No	Description	G/L Posting	Amt Paid	
000	03-16	03/31/16	00228	C	Mis	PRP01	PROPERTY TAX INCREMENT MARCH 2016 INTEREST Receipt Date: 03/31/16 RABOBANK	Db: 40 1005 Cr: 40 4450 00	98.29	
			00229	C	Mis	BND05	Issued...: T0 (DEVON) Mar 31 2016 11:25 am Devon Lazzarino 6 MONTH TAX EXEMPT BOND INTEREST MARCH 2016 INTEREST Receipt Date: 03/31/16 Paid by: RABOBANK	Db: 40 1026 Cr: 40 4435 00	21.38	
			00230	C	Mis	BND04	Issued...: T0 (DEVON) Mar 31 2016 11:28 am Devon Lazzarino 3 MONTH TAX EXEMPT BOND INTEREST MARCH 2016 INTEREST Receipt Date: 03/31/16 Paid by: RABOBANK	Db: 40 1025 Cr: 40 4435 00	21.16	
								Issued...: T0 (DEVON) Mar 31 2016 11:30 am Devon Lazzarino		
								Day 03/31/16 Total ---->	140.83	
								Period 03-16 Total ---->	140.83	
								Register 000 Total ---->	140.83	
								Total of All Registers ---->	140.83	

REPORT.: Apr 11 16 Monday
RUN....: Apr 11 16 Time: 15:28
Run By.: Linda Scholink

SUCCESSOR AGENCY
Month End Payable Activity Report
Report for 03-16

PAGE: 001
ID #: PY-AC
CTL.: SUC

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
03-16	CAL01 (CAL AM WATER)	030116H	02/25/16	03/26/16	A	23.56	FEBRUARY 2016 WATER BILL - 525 ORTIZ
		B60301H	02/24/16	03/25/16	A	45.96	FEBRUARY 2016 WATER BILL - 600 DIAS
		Vendor's Total ----->				69.52	
		Total of Purchases ->				69.52	

**AGENDA ITEM
7A**

CITY OF SAND CITY

STAFF REPORT

**APRIL 16, 2016
(For City Council Review on May 3, 2016)**

TO: Mayor and City Council
FROM: Charles Pooler, Associate Planner
SUBJECT: Conditional Use Permit - Gachina Landscaping - Office & Storage

BACKGROUND

An application was submitted by Gachina Landscape Management, Inc. (the "Applicant") for conditional use permit approval to utilize a commercial property for office and storage at 873 Fir Avenue (APN 011-123-023) (the "Subject Property") in Sand City. This is the former location of 'Lang's Roofing'. Gachina Landscaping currently utilizes a fenced storage yard fronting East Avenue to store most of their vehicles and large equipment. The applicant intends to continue utilizing that site. Gachina Landscaping is headquartered in Menlo Park, and the Sand City location is a satellite operation servicing clients on the Monterey Peninsula.

The Subject Property is in the South of Tioga Planning District, intended for future development; therefore, the application is being considered an interim use. It should be noted that the Subject Property is one of the few remaining properties that has not been acquired by DBO Development for the South of Tioga project. The Subject Property is located within a non-coastal Manufacturing (M) zoning district with a dual General Plan land use designation of "Regional Commercial" and "Mixed-Use". The proposed use qualifies as a Categorical Exemption under State CEQA Guidelines (Section 15301).

Site Description:

The property is 50-feet wide and 90-feet deep (4,500sq.ft.) The existing 1,000 square foot building provides a 253 square foot office and two open bays for parking/storage. The property is fenced, but not screened. The site provides for up to five perpendicular parking spaces along the property's street frontage, and can provide additional parking within the fenced yard. Neighboring uses along Fir Avenue include a clothing embroidery/printing manufacturer, towing company, multiple fenced commercial yards, and an art studio. Existing utilities (i.e. gas, electric, water, sewer, etc.) are available to service the proposed use at the intended location. Fir Avenue is currently asphalt paved, but is in poor condition. There are no other street improvements (i.e. curb, gutter, sidewalk, drive apron) along the property's Fir Avenue frontage.

DISCUSSION

Project Description:

The local manager for Gachina Landscaping will utilize the subject property to do primarily office/administration work. There will be 4 to 5 employees at this site on a regular basis. Field workers will come to the site for small amounts of materials and/or tools. Approximately four times a year the site will also be used for training, involving 12 to 15 employees. Items to be stored on-site will include office supplies, pruners, protective glasses/gloves, miscellaneous tools, mowers, (no gasoline, as that is stored on the vehicles), soil, and fertilizer.

Land Use: The property has a non-coastal 'Manufacturing' (M) zoning designation with a dual General Plan land use designation of "Regional Commercial" and "Planned Mixed-Use". Open storage yards are discretionarily allowed in a Manufacturing Zoning district pending the issuance of a conditional use permit; however open storage is not intended for the General Plan's "Regional Commercial" or "Planned Mixed-Use" land use designations. The proposed office use is accessory as it occupies only a small portion of the overall property. Therefore, a conditional use permit, subject to City Council discretionary approval, is necessary. It is hopeful that the South of Tioga project will soon proceed to revitalize this blighted area, which could consist of mixed-use or residential development that would potentially conflict with the Applicant's contractor related commercial storage activities.

Hours of Activity: Intended hours of operation will be 6:30 a.m. to 3:15 p.m. Monday through Friday. No weekend hours were identified. There is a residential dwelling at 884 Afton Avenue, approximately 50 to 75 feet away. Staff recommends the permit limit hours of activity within the yard area on this property to occur only between the hours of 7:00 a.m. to 5:00 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. All deliveries/shipments and loading/unloading activities associated with this use at this site should only occur within the aforementioned permitted hours of operation. However, office activity within the building should be allowed beyond this restriction as it presents no foreseeable detrimental impact. The half-hour difference between the Applicant's intended start time and staff's recommended 7:00 a.m. weekday start time is intended to mitigate noise and other impacts upon the nearby residence at too early an hour. These requirements are consistent with the permit restrictions applied to other businesses in Sand City, and should enable the Applicant's use to be more compatible with the neighboring residence.

Parking & Company Vehicles: The office area is approximately 253 square feet, which requires one (1) off-street parking space for zoning compliance. The applicant states that there will be 4 to 5 employees at this site, which would necessitate 4 to 5 parking spaces for those employees. The site currently provides five (5) parking spaces along the frontage of the site; with space inside the gate for additional parking. The Municipal Code does not have a specific parking requirement for storage yards; therefore, parking requirements for storage yard uses must be evaluated upon the scale of operation. The Applicant will continue to use their East Avenue fenced yard for most of their larger vehicle and equipment storage. Staff recommends the permit prohibit the parking of

company vehicles, trailers and equipment on any City streets or within the subject property's frontage parking area during non-business hours; however, such items can be parked/stored within the fenced area of the subject property.

Loading/Unloading: Fir Avenue is not officially a "through" street, but there is vehicular and pedestrian traffic to neighboring uses. Fir Avenue is extremely narrow, with only an approximate 20-foot width. The permit should therefore prohibit any on-street loading/unloading activities by the Applicant's operation, and that all loading/unloading activities associated with the Applicant's operation only occur on-site without impeding or interfering with traffic circulation along Fir Avenue. Furthermore, all deliveries/shipment should only occur during Permit authorized operational hours.

Fence: The property is enclosed by a chain-link fence with no screening (i.e. slats, tarp, etc.), with exception to the perpendicular parking along the property's street frontage. The gate provides access from Fir Avenue. There is currently barb wire along the fence top, which staff recommends be removed to abate its visually blighting appearance. Furthermore, vinyl slats should be added to the fence to screen the interior yard from public view. These should be conditions of permit approval.

Storage: The Applicant intends to use the building's open bays and enclosed yard area for storage; primarily of small items such as office supplies, pruners, protective glasses/gloves, miscellaneous tools, mowers, soil, and fertilizer. The Applicant will continue to use their East Avenue fenced yard for most of their larger vehicle and equipment storage. Staff recommends the permit require that all storage on the property be within the confines of the building or yard and prohibit any storage in the on-site parking area fronting along Fir Avenue.

As development of the surrounding area proceeds, multi-level buildings may have views down into this yard and its contents. The placement of one or more self-contained portable storage units in the frontage parking area should be prohibited, but allowed within the fenced yard for security and concealment. If the confines of the building and yard become insufficient to accommodate the Applicant's operation, in accordance with the terms of the use permit, then the subject property should be considered insufficient to accommodate the Applicant's operation, and be adequate reason for termination of the permit.

Trash: The site does not provide an enclosure for a trash dumpster or bin, but the fenced yard is available for storing dumpsters and/or bins. The front parking area, beyond the confines of the fenced yard, should be maintained clear from any accumulation of trash, packaging debris, or other discarded items and dumpsters/bins; as that would impose a blighting influence and impede on-site parking. Unless a City sanctioned trash enclosure is provided on the property, the permit should require the Applicant to maintain all of his refuse and collection bins/dumpsters inside the building's open bays or within the fenced yard (except on designated trash collection days). If the applicant cannot incorporate this requirement into his operation, then the site is not appropriate for this use.

Impacts: The proposed office use is not anticipated to impose any detrimental impacts. However, the use of the yard for storage has the potential of imposing a blighting appearance, particularly since this property's fence is not screened. Therefore, vinyl slats should be added to the fence, and the existing barb wire should be removed. Activities within the yard area, such as loading/unloading or vehicle ignitions at too early an hour could be disturbing to the nearby residential unit at 884 Afton Avenue. Therefore any activities within the yard and loading/unloading activities should be restricted to not commence prior to 7:00 a.m. on weekdays and 10:00 a.m. on Saturdays. Fertilizer or other items that emit fumes/odors could pose a nuisance. Therefore, any such items stored on-site should be packaged or contained as to prevent any odors from emanating from the site. The permit should prohibit the non-contained or unpackaged storage of such items on the property.

The South of Tioga project will hopefully proceed within the coming years to revitalize the area; which could consist of mixed-use or residential development that may conflict with the Applicant's operation. The permit should specify that the City may impose additional restrictions upon the Applicant's use over time as deemed necessary to mitigate public complaints that have been verified by the City. Furthermore, City should retain the right to amend the permit to address future nuisance issues that may or will impact new revitalizing development in the South of Tioga area.

Signs: The Applicant states that no commercial sign for the Subject Property is intended at this time. If the Applicant chooses to have a sign in the future, then review and approval by the City's Design Review Committee (DRC) is required prior to installation. This should be a condition of permit approval.

Permit Time Limit:

The Applicant was informed by staff that the Subject Property is located within the South of Tioga Planning District targeted for future development; and that this application is being considered only as an interim use until such time as a South of Tioga development project for the area is ready to proceed. In previous years, the City Council issued conditional use permits to other businesses within this Planning District as interim uses with permit termination dates. To be consistent with previous City approvals, staff recommends the permit for the Applicant also include a similar termination clause; specifying termination on July 31, 2017 (approximately 1-year and coinciding with renewal dates of other permits in the South of Tioga area), with the option of 90-day time extensions thereafter at the discretion of the City Council, until the area is ready to proceed with revitalizing new development. Furthermore, the permit should also expire automatically with the termination of lease between the landlord and the Applicant to inhibit transfer of the permit and/or continuation of this use thereafter.

Stormwater Control:

The proposed use is of an existing developed commercial building and fenced yard. The Applicant does not propose any new construction or pavement on the property. Therefore, stormwater control regulations do not apply to this use permit application. However, the Applicant must implement mitigation necessary to ensure there is no water runoff from the property or operation in accordance with Municipal Code Chapter 13.05.

Water:

The Subject Property has a water credit based upon a Group 1 commercial occupancy in accordance with the Monterey Peninsula Water Management District's (MPWMD) regulations. The Applicant's proposed contractor office and storage use also qualifies as a Group I category that the on-site water allocation can accommodate. The permit should contain standard language stating that approval of the conditional use permit does not grant any privilege and/or right to the Applicant and/or the property owner to any allocation of water from the City or other agency/entity.

Advisory Agencies:

Information on the proposed project was circulated to the City's advisory agencies. Comments received from the Building Department expressed no concerns with the proposed use. No other agency/department comments were received at the time of preparing this report.

STAFF RECOMMENDATION

Staff recommends **APPROVAL** of a conditional use permit for the Applicant's office and storage use at the subject property, as an interim use until such time as the area is properly developed. Staff also recommends the following conditions/restrictions be included:

- a. Expiration/Termination: Conditional Use Permit (CUP) 598 shall expire on July 31, 2017, subject to City Council discretionary 90-day time extensions thereafter. CUP 598 shall automatically and immediately terminate upon termination of the lease between the Applicant and the subject property's owner. In addition, if the Use authorized by Conditional Use Permit 598 violates any term, condition, and/or requirement of said Permit, a public hearing may be scheduled by the City to consider revoking said Permit. The Applicant and property owner 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 terminate said Permit. (See draft permit Condition No. 3).
- b. Fence: The subject property's perimeter fence shall be maintained in good condition, and vinyl slats, of a color subject to Planning Department approval, shall be installed in the fence and gates for screening. The determination of "good condition" shall be subject to City interpretation. Said fence shall be maintained to be between six to eight feet (6' to 8') in height, sufficient to screen the yard's interior from public view. The existing barb wire along the fence top shall be removed, and any new barb or razor wire on the subject property is prohibited. (See draft permit Condition No. 6).
- c. Storage: All materials, parts, tools, equipment, packaging, pallets, and/or any other item stored on the subject property shall be maintained within the confines of the existing fenced yard. The Applicant shall install and maintain vinyl slats in the fence, and replace as needed over time, to maintain effective screening. Items stored in the yard shall not exceed the height of the fence, with exception to tall vehicles. Any yard waste/trimmings stored on the subject property shall be maintained on site only within some manner of enclosed container or covered on vehicles. Fertilizer or other items that emit fumes/odors that pose a nuisance, stored on the Subject Property, shall be packaged or contained as to prevent fumes/odors from emanating from the site;

otherwise the storage of such items on the property is prohibited. (See draft permit Condition No. 10).

- d. Hours of Activity: Authorized hours of activity within the fenced yard are 7:00 a.m. to 5:00 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. All loading/unloading activities associated with this Use at the Subject Property shall only occur within the aforementioned permitted "Hours of Activity". Office activity within the building is allowed for employees beyond the aforementioned hours provided the site is not open to the public. (see Permit Condition No. 5).
- e. Company Vehicle, Truck, & Trailer Parking: The Applicant is prohibited from parking company vehicles on the public streets during non-business hours. The Applicant shall not park or store trucks, trailers, or other large vehicles within any public right-of-way in Sand City as specified in Chapter 10.08 of the City's Municipal Code, and/or in compliance with the terms/conditions of CUP 598. Violation may result in the issuance of City citations as authorized by Municipal Code Chapter 10.08. The Applicant may utilize the subject property's fenced yard for the parking of company vehicles and trailers. (See draft permit Condition No. 8).
- f. Loading / Unloading: All loading/unloading activities associated with the Applicant's operation, at the subject property, is prohibited from occurring within any public right-of-way in Sand City. At no time shall loading/unloading activities interfere and/or impede traffic flow/circulation or public use of public rights-of-way. Furthermore, all deliveries/shipment to/from the subject property shall only occur during Permit authorized hours of activity . (See draft permit Condition No. 9).
- g. The City may impose additional restrictions upon the Applicant's use, through an amendment of the Permit, as deemed necessary to mitigate public complaints that have been verified by the City. Furthermore, the City retains the right to amend the Applicant's Permit for the storage yard to address future nuisance issues that may or will impact new development in the South of Tioga area. Failure to comply with such direction and/or Permit amendments may result in the revocation of the Permit (See draft permit Condition No. 19).

Findings for Approval:

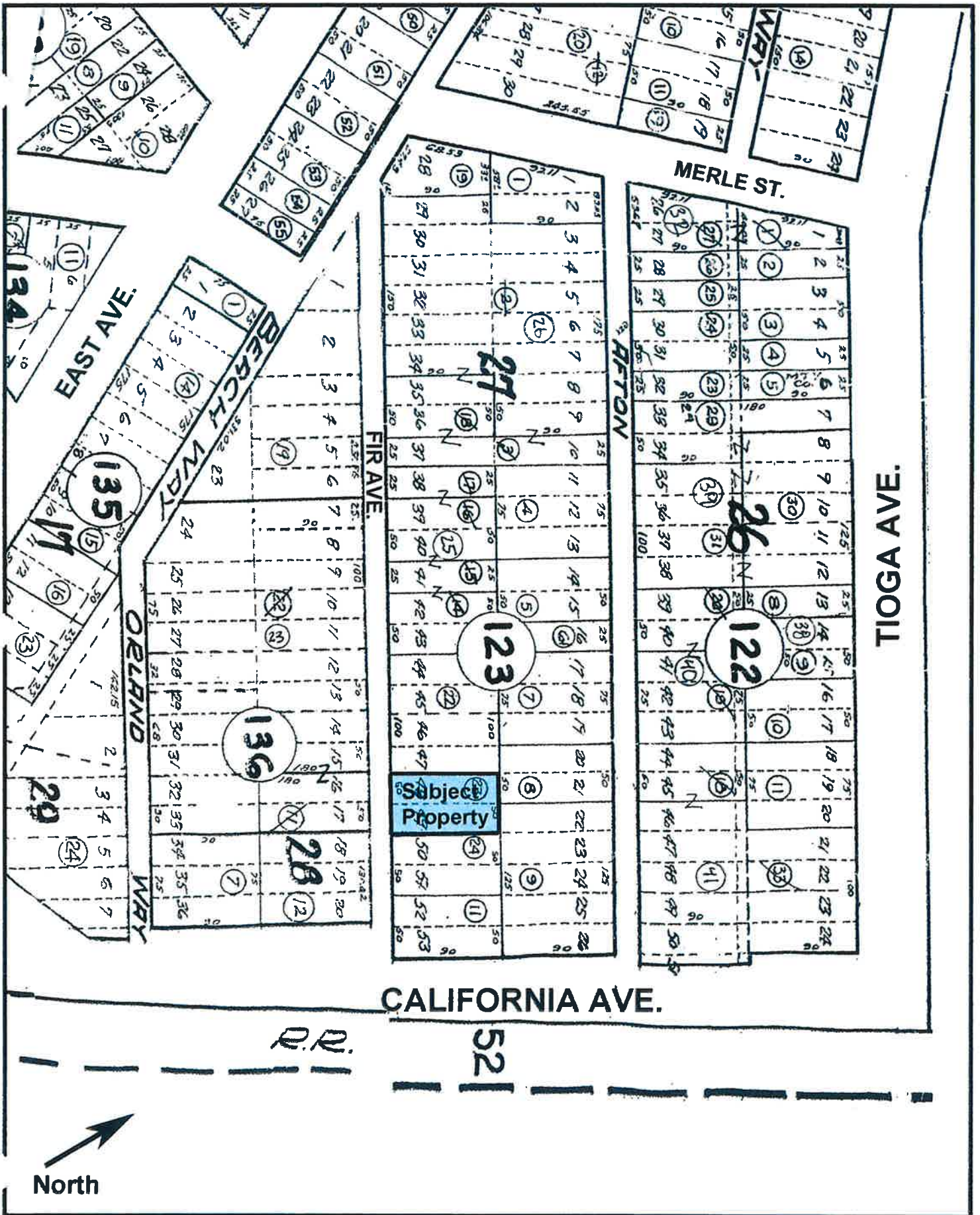
1. The proposed Use of the subject property's existing commercial facilities for office and storage, as a temporary use, is compatible with the City's Zoning land use designations for the subject property until such time as the area is redeveloped.
2. No allocation of water is required for the proposed Use, as conditioned.
3. The site condition is adequate to facilitate the type and scale of operation proposed, pending the installation of vinyl slats into the existing fence for screening.
4. The proposed contractor office and storage use, though not a City preferred use, is considered marginally compatible with the current Manufacturing (M) zoning designation of the subject property, as conditioned and as an interim use, until such time as development of a higher/better use of the subject property and surrounding area commences.
5. The project qualifies as a categorical exemption, under State CEQA Guidelines, Section 15301

Exhibits:

- A. Location Map
- B. Aerial Map
- C. Site Plan
- D. Applicant's 'Letter of Intent'
- E. Excerpt from Gachina website

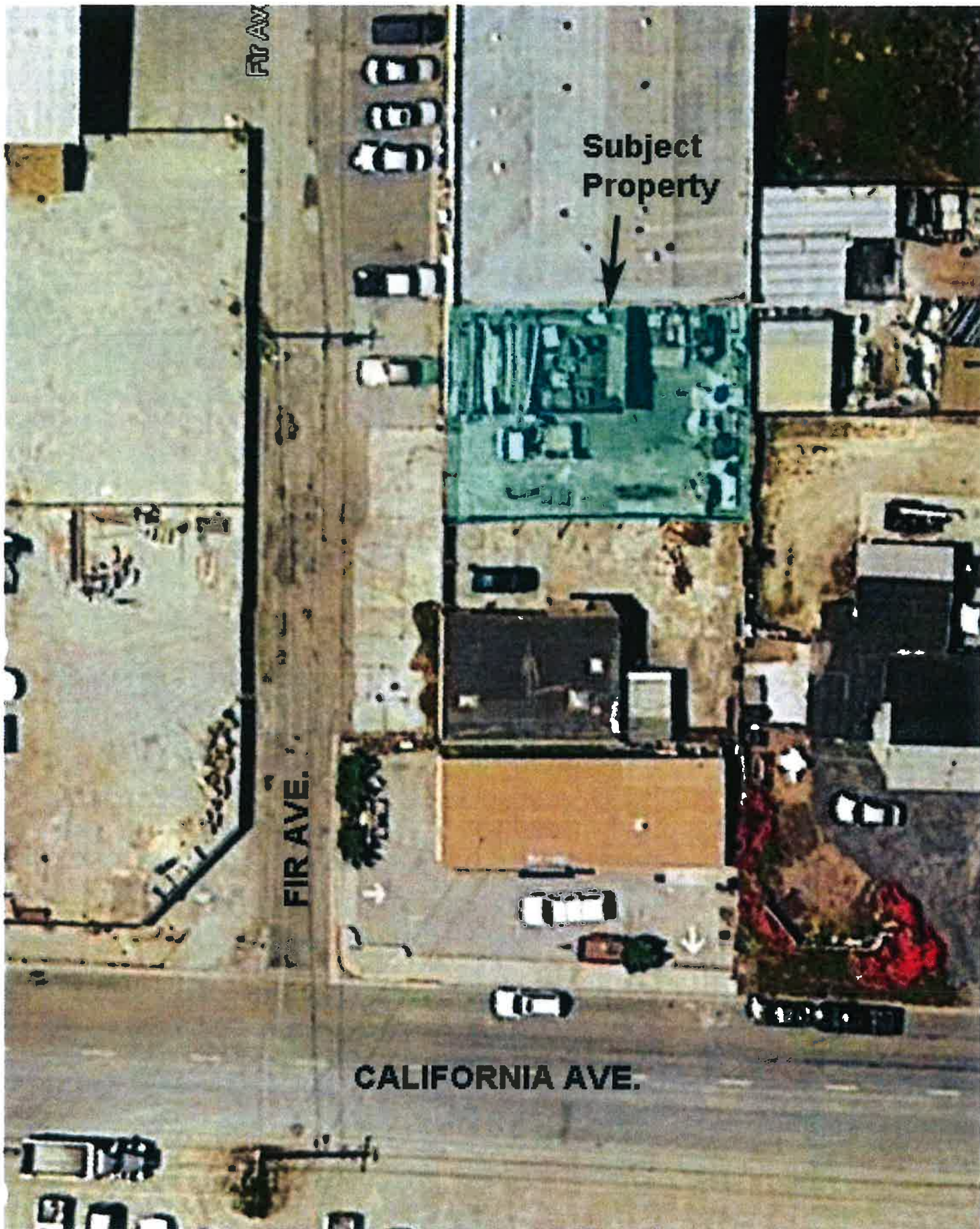
Attachment:

- Draft Resolution to approve CUP

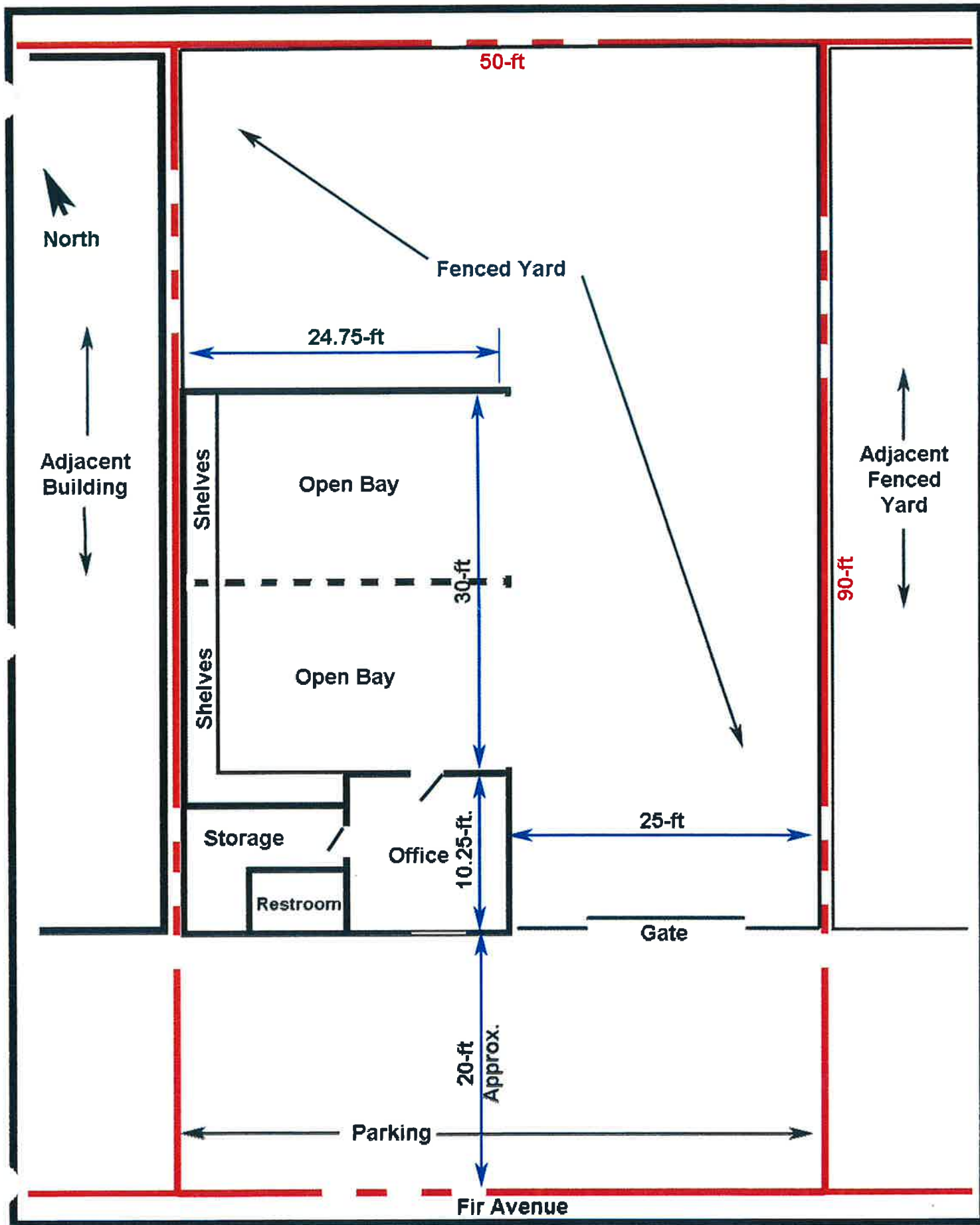


Location Map

EXHIBIT A



Aerial Map



Site Plan

USE PERMIT APPLICATION, CITY OF SAND CITY

APPLICANT: GACHINA LANDSCAPE MANAGEMENT, INC

LETTER OF INTENT

Gachina Landscape Management currently operates a yard on East Avenue, where most of the equipment, vehicles and tools are stored for their work throughout the Monterey Peninsula area. Gachina is headquartered in Menlo Park but has established itself as one of the premiere landscape management companies in the area.

Gachina is expanding to include 873 Fir Avenue as part of its operation. The primary reason is to facilitate office use (the East Avenue property is just a yard with no building to conduct administrative work). There will also be some minimal storage and staging of equipment and materials at Fir Avenue.

Hours and Days of Operation: Monday thru Friday, 6:30-3:15

Number of Employees (at Fir): 4-5

Number of Co. Vehicles (at Fir): 3 maximum

Schedule etc: After checking into the Fir Avenue space, the Manager will use Fir Avenue to primarily do office administrative work. Occasionally, workers will come to the Fir Avenue space to gather additional small amounts of materials. Also, once a quarter, a training may be held at the Fir Avenue property that will involve 12-15 employees.

Materials, Equipment, etc: Office supplies, pruners, protective glasses and gloves, miscellaneous tools, mowers (no gasoline as the gasoline is stored in the vehicles and not onsite), soil as needed and fertilizer will be there when ordered for specific uses and any fertilizer will be onsite no longer than 2 weeks.



services

Gachina Landscape Management provides its customers with the highest quality landscape services possible and offers its employees an opportunity to grow to their fullest potential within the organization. Our vision is to enrich the life of everyone and everything we touch. Our goal is to create and maintain vibrant, environmentally-friendly landscapes in harmony with nature and the California climate for our customers.

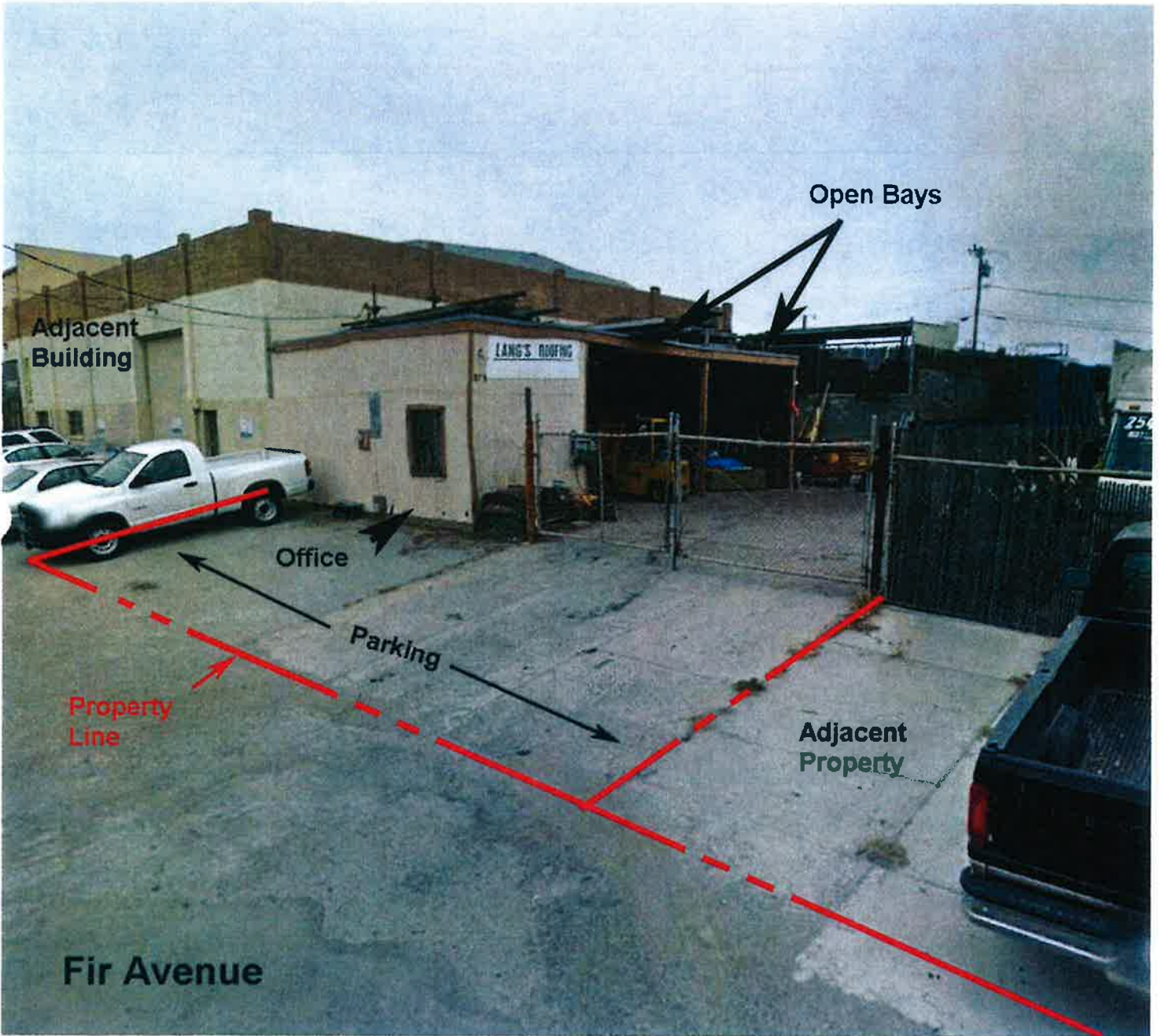
Gachina Landscape Management's services include:

- Landscape maintenance. Mowing, edging, pruning, fertilizing, and tree care are the core of our basic services. A well-kept landscape reflects positively on the property owner, whether it is a corporation, municipality, homeowners association, or individual. Year-round maintenance is a multi-faceted job that requires attention to detail.
- Landscape enhancement. Installing new landscapes or improving existing ones is an involved process that incorporates knowledge of soil conditions, plants and irrigation systems to produce inventive, aesthetically pleasing designs. Today's concerns over budgets and water expenditures make thoughtful, ongoing landscape revisions more important than ever.
- Irrigation management. In this age of conservation, careful watering practices are absolutely essential.

Water-controlling technology, which includes precision auditing to detect system inefficiencies, enables us to reduce consumption – in some cases by up to 60 percent – and cut expenditures without sacrificing the appearance of the landscape.

- **Drought management.** A lack of rain means preserving a property's value by rethinking how landscapes are built and maintained. Our strategies for meeting the challenge of restrictions on water use include installing drought tolerant plants, mulch and debris management, upgrading systems with drip irrigation, and employing water retention measures.
- **Water management and conservation.** Skillful water usage becomes more imperative as the cost of water in California goes up. A plan for conservation begins with a ground-up evaluation of current watering practices and requirements. We often encourage investment in a modern irrigation system, the cost of which is offset by long-term savings and government rebates.
- **Sustainable landscaping.** Our staff implements sustainable techniques based on Bay Friendly principles. Sustainability is not limited to choosing the right plant material. Practices include turf conversions, the use of organic fertilizer, reclaimed water and sheet mulching. Our team of Bay Friendly certified employees design and install butterfly gardens and certified wildlife habitats. We utilize battery operated equipment, install native and drought tolerant plant material, and apply organic compost, earthworms and compost tea instead of synthetic fertilizers.
- **Plant health care.** Keeping plants healthy is a combination of art and science. To keep our clients' plantings strong and healthy involves selecting the right plants, using integrated pest management and beneficial insects, organic fertilization, composting and deep root irrigation. Our seasonal plant health care programs are accomplished by integrating synthetic products with OMRI certified products wherever possible.

Contact us today to discuss your landscape requirements.



Site Photo (via GoogleEarth)

EXHIBIT F

CITY OF SAND CITY

RESOLUTION SC _____, 2016

**RESOLUTION OF THE CITY COUNCIL OF SAND CITY APPROVING
CONDITIONAL USE PERMIT 598 FOR GACHINA LANDSCAPE MANAGEMENT
AUTHORIZING USE OF AN EXISTING COMMERCIAL BUILDING AND
STORAGE YARD AT 873 FIR AVENUE AS AN INTERIM USE UNTIL NEW
DEVELOPMENT OF THE SOUTH OF TIOGA AREA COMMENCES**

WHEREAS, Gachina Landscape Management, Inc. (the “Applicant”) submitted an application to the City of Sand City for conditional use permit approval to utilize a commercial property at 873 Fir Avenue (APN 011-123-023) (the “Subject Property”) in Sand City for office and storage related to the landscape business (the “Use”); and

WHEREAS, a commercial fenced open storage yard, though not a City preferred use, is considered marginally compatible with the current Manufacturing (M) zoning designation and General Plan “Regional Commercial” and “Planned Mixed-Use” land use designations of the Subject Property, as conditioned in this circumstance to be an interim use until such time as development of a higher/better use of the Subject Property commences; and

WHEREAS, the Subject Property is located within the General Plan identified South of Tioga Planning District intended for new development, of which the applicant has been informed that his use is being considered only as an interim use until such time as new cohesive development of the South of Tioga area proceeds; and

WHEREAS, the proposed Use of the Subject Property in its present condition, will not require an allocation of water under the current regulations of the Monterey Peninsula Water Management District (M.P.W.M.D.); and

WHEREAS, the proposed Use of an existing fenced commercial yard qualifies for a Categorical Exemption under CEQA (California Environmental Quality Act) Guidelines, Section 15301; and

WHEREAS, the City Council of the City of Sand City, on _____, 2016, has found and determined that, as an interim use, the proposed landscape business office and storage activities for the Applicant, and the scale thereof on the Subject Property, as described by the applicant and appropriately conditioned, will not adversely impact the existing 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) 598 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) 598 (the “Permit”) as outlined in the City staff report, dated April 16, 2016.

NOW THEREFORE, the City Council of the City of Sand City hereby grants and issues Conditional Use Permit (CUP) 598 upon the following terms and conditions:

1. Conditional Use Permit (CUP) 598 is not valid, and the applicant's use of the property shall not commence unless and until two copies of the Resolution/Permit, signed by the permittee and the landowner, acknowledging receipt of the Permit and acceptance of the terms and conditions therein, is returned to the City's Planning Department. Failure to return said signed/executed document may be grounds for termination of said Permit.
2. Purpose: Conditional Use Permit (CUP) 598 is for the express purpose of authorizing a limited scale landscape contractor office and open storage operation at 873 Fir Avenue (APN 011-123-023); subject to the terms and conditions specified in CUP 598. On-site open storage shall be restricted to within the confines of the fenced area and the building, consisting of office supplies, pruners, protective glasses/gloves, miscellaneous tools, mowers, soil, fertilizer, and similar items associated with a landscape contractor operation. There shall be no expansion to the scope or intensity of this operation beyond that use authorized by CUP 598 without either an amendment of said Permit or the issuance of a new permit.
3. Expiration/Termination: Conditional Use Permit (CUP) 598 shall expire on July 31, 2017, subject to City Council discretionary 90-day time extensions thereafter. CUP 598 shall automatically and immediately terminate upon termination of the lease between the Applicant and the Subject Property's owner. In addition, if the Use authorized by Conditional Use Permit 598 violates any term, condition, and/or requirement of said Permit, a public hearing may be scheduled by the City to consider revoking said Permit. The Applicant and property owner 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 terminate said Permit.
4. Temporary Use Acknowledgment: The Applicant's signature of acceptance to the conditions and terms of CUP 598 shall signify the Applicant's understanding and acknowledgment that 1) the subject property is within the General Plan designated South of Tioga land use district, 2) that use on this site may be terminated by development of the property, and 3) the Applicant shall waive any right or claim to relocation assistance as they are entering this site of their own volition after being informed that this Use is temporary until redevelopment of the site and/or surrounding area commences.
5. Hours of Activity: Authorized hours of activity within the fenced yard are 7:00 a.m. to 5:00 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. All loading/unloading activities associated with this Use at the Subject Property shall only occur within the aforementioned permitted "Hours of Activity". Office activity within the building is allowed for employees beyond the aforementioned hours provided the site is not open to the public.

6. Fence: The Subject Property's perimeter fence shall be maintained in good condition, and vinyl slats, of a color subject to Planning Department approval, shall be installed in the fence and gates for screening. The determination of "good condition" shall be subject to City interpretation. Said fence shall be maintained to be between six to eight feet (6' to 8') in height, sufficient to screen the yard's interior from public view. The existing barb wire along the fence top shall be removed, and any new barb or razor wire on the Subject Property is prohibited.
7. On-Site Parking: A total of five (5) perpendicular parking spaces, compliant with City Municipal Code Section 18.64.040, shall be maintained along the Subject Property's Fir Avenue frontage for employee and patron use.
8. Company Vehicle, Truck, & Trailer Parking: The Applicant is prohibited from parking company vehicles on the public streets during non-business hours (see section Condition No. 5 "Hours of Activity"). The Applicant shall not park or store trucks, trailers, or other large vehicles within any public right-of-way in Sand City as specified in Chapter 10.08 of the City's Municipal Code, and/or in compliance with the terms/conditions of CUP 598. Violation may result in the issuance of City citations as authorized by Municipal Code Chapter 10.08. The Applicant may utilize the Subject Property's fenced yard for the parking of company vehicles and trailers.
9. Loading / Unloading: All loading/unloading activities associated with the Applicant's operation, at the Subject Property, is prohibited from occurring within any public right-of-way in Sand City. At no time shall loading/unloading activities interfere and/or impede traffic flow/circulation or public use of public rights-of-way. Furthermore, all deliveries/shipment to/from the Subject Property shall only occur during Permit authorized hours of activity (see Permit Condition No. 5).
10. Storage: All materials, parts, tools, equipment, packaging, pallets, and/or any other item stored on the subject property shall be maintained within the confines of the existing fenced yard. The Applicant shall install and maintain vinyl slats in the fence, and replace as needed over time, to maintain effective screening. Items stored in the yard shall not exceed the height of the fence, with exception to tall vehicles. Any yard waste/trimmings stored on the subject property shall be maintained on site only within some manner of enclosed container or covered on vehicles. Fertilizer or other items that emit fumes/odors that pose a nuisance, stored on the Subject Property, shall be packaged or contained as to prevent fumes/odors from emanating from the site; otherwise the storage of such items on the property is prohibited.
11. 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 598. The Applicant and/or property owner shall be responsible for maintenance and upkeep of the Applicant's leased area for the duration of the allowed Use.

12. General Waste: Trash, litter, boxes, crates, pallets, debris, or other used and/or discarded materials generated/used by this Use 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 within the fenced yard, or within a City approved enclosure on the Subject Property. An enclosure may be established 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 hazardous materials and/or waste stored, used or 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. Any illegal storage, dumping and/or disposal shall be adequate grounds for termination of CUP 598.
14. Signs: Any sign on the exterior of the building, or anywhere on the subject property, identifying the approved 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 this site. The Applicant shall not place any free-standing sign anywhere within City limits without City Planning Department approval.
15. Water Runoff: This operation shall not create water run-off 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 premises; nor shall there be any water runoff by the Applicant from the Subject Property into the street, storm drain, or sewer system.
16. Water: Issuance of CUP 598 does not grant the Applicant and/or property owner any right or privilege to any allocation of water from the City of Sand City or other entity. This operation shall be limited to those water credits currently available (if any) to the Property, in accordance with the regulations of the Monterey Peninsula Water Management District (MPWMD).
17. 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, and Monterey County Health Department, shall be implemented to the satisfaction of each department. Police Department requirements pertaining to security, street parking, and law enforcement shall be implemented to the satisfaction of the City's Police Chief.
18. 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 598.
19. Nuisance & Abatement: Use of the property shall be conducted in such a way that it does not constitute a nuisance to surrounding/neighborhood properties. The Applicant shall be responsible for the impacts created by his operation and activities. The

Applicant shall implement all mitigation necessary to inhibit any noise, vibration, dust, odors, overflow parking, blighting appearance, and/or other negative impacts that the Applicant's use of the Subject Property may or will generate. If the City Council finds at any time that any activity or use of the Subject Property constitutes a nuisance, or is otherwise detrimental to the neighborhood or to the community, such activity/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 this use, may be adequate grounds for the City to amend or terminate CUP 598. The City may impose additional restrictions upon the Applicant's use, through an amendment of the Permit, as deemed necessary to mitigate public complaints that have been verified by the City. Furthermore, the City retains the right to amend the Applicant's Permit to address future nuisance issues that may or will impact new development in the South of Tioga area. Failure to comply with such direction and/or Permit amendments may result in the revocation of CUP 598.

20. Violation/Termination: If the City determines that any term or condition of CUP 598 has been violated, and/or use of the property 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 598, and may then order said Permit amended or revoked. The Applicant and property owner 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.
21. Interpretation: Any question of intent or interpretation regarding any condition within CUP 598 shall be resolved by the Sand City Planning Department staff.
22. The issuance of CUP 598 shall not supersede or override any requirements of any other City, County, State, or Federal agency.
23. 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 Project, 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.
24. Business License: The Applicant shall acquire, maintain, and annually renew a Sand City business license for the duration of the approved Use in Sand City. Failure to maintain a current business license shall be sufficient grounds for Permit termination.

PASSED AND ADOPTED by the City Council of Sand City this ___ day of May, 2016, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

APPROVED:

ATTEST:

Linda K. Scholink, City Clerk

David K. Pendergrass, Mayor

This is to certify that the Conditional Use Permit (CUP) 598 contains the conditions specified by the City Council in approving said Permit.

Charles Pooler, Associate Planner

APPLICANT ACCEPTANCE (CUP 598)

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 598)

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

7B

CITY OF SAND CITY

STAFF REPORT

**APRIL 20, 2016
(For City Council Review on May 3, 2016)**

TO: Mayor and City Council

FROM: Charles Pooler, Associate Planner

SUBJECT: Conditional Use Permit - Conversion of Office to Residential Dwelling Unit at Monterey Gymnastics

BACKGROUND

An application was submitted by Jessica Rodriguez (the "Applicant"), manager of Monterey Gymnastics, for conditional use permit approval to convert approximately 1,036 square feet of upper level office space within a commercial building into a residential dwelling (the "project") at 1663 Catalina Street (APN 011-254-006) (the "subject property") in Sand City. This application is a result of a Fire Safety Inspection performed in the latter part of 2015 in which the Applicant was "red-tagged" for living in designated office space of this commercial building. Monterey Gymnastics is a commercial recreational business occupying the subject property, operating since 2009 per Conditional Use Permit 498; however, much of the building's 2nd level area is not used by Monterey Gymnastics. Jessica Rodriguez took over operation and management of Monterey Gymnastics in 2014 when the original operator, Mr. Fujimoto, passed away. The property is located within a non-coastal Planned Mixed-Use (MU-P) zoning district, which requires conditional use permit approval for the proposed residential unit conversion. The project qualifies as a Categorical Exemption under State CEQA Guidelines (Section 15301).

Site Description:

The subject property is 15,000 square feet (100'x150'), with a two level 12,900 square foot (approximate) commercial building with interior warehouse and office space. The building fronts Catalina Street, Orange Avenue, and Olympia Avenue. The primary entrances front Catalina Street, with accessory roll-up doors along Olympia and Orange Avenues. The roll-up doors fronting Catalina Street have been replaced with glass storefronts, an aesthetic improvement to the area. There are sixteen (16) on-site parking spaces. Neighboring uses include auto service, contractor businesses, and mixed-use (residential/commercial) buildings. Access to existing utilities (i.e. gas, electric, water, sewer, etc.) is available for the project at the intended location. Street improvements (i.e. curb, gutter, sidewalk, drive apron) exist along the property's Orange, Olympia, and Catalina street frontages.

DISCUSSION

Project Description:

The Applicant proposes to convert 1,036 square feet of existing office area on the second level into one (1) residential dwelling unit. This conversion includes two 156 square foot bedrooms, a 237.5 square foot kitchen/dining area, a 343.75 square foot living area, and a 142.5 square foot storage area. The bathroom is located in the commercial area. Building modifications are necessary for Building and Fire Code compliance. There are two windows for this unit facing Catalina Street. According to the Fire Department's advisory agency notice response, this project will need to install, at a minimum (pending final plan check review) fire sprinklers, occupancy separation between the floors, and a code compliant exit system. There is no intention by the Applicant to alter Monterey Gymnastic's existing commercial recreational operation.

Land Use: The property has a General Plan land use and Zoning Map designation of "Planned Mixed-Use". The Gymnastics use is authorized via Conditional Use Permit (CUP) 498 issued to Hiroshi Fujimoto in 2009, and transferred to Jessica Rodriguez in 2014. The proposed single residential unit within the subject building is allowable per the MU-P zoning regulations pending the discretionary issuance of a conditional use permit and compliance with applicable Building, Fire, and Safety codes. The maximum residential density allowed by the MU-P zoning for this 15,000 square foot property is eight dwelling units (pending compliance with other zoning requirements). Therefore, the proposed conversion to establish one (1) residential unit on the Subject Property is compliant with the MU-P density limitations.

Live-Work & the Building Code: The California Building Code (Section 419) recognizes and classifies "Live-Work" units as Group R-2 Occupancies (residential), defined as where "a significant portion of the space includes a non-residential use that is operated by the tenant...", provided that:

- 1) a live/work unit does not exceed 3,000 square feet;
- 2) the non-residential area shall not exceed 50% of the unit area;
- 3) the non-residential area is limited to the first floor of the unit; and
- 4) no more than five non-residential workers/employees are allowed at any one time.

Though the Applicant's residential unit will consist of about 1,036 square feet, the overall building is 12,900 square feet. Therefore, the live-work space exceeds the 3,000 square foot threshold. The non-residential area exceeds 50% of the building's floor area, and the second level is accessible for commercial purposes. Therefore, the project does not qualify as a "live-work" unit per the Building Code. This does not exclude the residential conversion, but it does exclude the project from being considered as a 'Live-Work' unit. This project will require the Building and Fire Department review of plans and on-site inspections for building permit approval and issuance of a certificate of occupancy.

Parking: The subject property provides sixteen (16) on-site perpendicular parking spaces. Two of these are along Olympia Avenue, three are along Orange Avenue and the remaining eleven are along Catalina Street. There are also seven (7) curbside street parking spaces fronting the subject property available for general public use.

Conditional Use Permit 498 for Monterey Gymnastics requires sixteen on-site parking spaces for the exclusive use by the gymnastics operation. Many of the children for gymnastic classes are dropped off and picked up by parents/guardians; so there is a continuous turnover of parking. There have been no major street traffic or circulation issues associated with the Gymnastics operation at the Subject Property.

Zoning Code Section 18.64.050.F requires two (2) off-street parking spaces for single-family and duplex units. As discussed earlier in this report, the project does not qualify as a "live-work" occupancy; therefore, parking requirements should be based upon the Project being an independent dwelling unit. Furthermore, if occupancy of the building changes over time, there is no guarantee that the future occupant of the residential unit will also be the occupant of the commercial space. Two of the Subject Property's parking spaces along either the Olympia Avenue or Orange Avenue frontages would serve well as the dedicated residential parking; however, the gymnastic's use would then be deficient in their permit required on-site parking.

In order for the residential conversion to proceed, it will be subject to City Council's discretionary acceptance of allowing two of the sixteen on-site parking spaces to be dedicated for the residential unit. Staff finds no issue at this time, considering the occupant of the intended residence is also manager of the gymnastic use occupying the commercial area. However, this symbiotic relationship is not guaranteed and could change in the future. If the Council agrees to grant a use permit, then staff recommends the permit specify that all sixteen (16) of the on-site parking spaces be maintained on the site, whereby two (2) of those spaces on either the Orange Avenue or Olympia Avenue building frontages be designated for the exclusive use of the residential unit. This would be an amendment of Monterey Gymnastic's CUP 498.

Existing Gymnastic (Commercial) Activity: Monterey Gymnastics occupies the 12,900 square foot commercial building, primarily utilizing the ground floor areas. Most of the upper level office areas are not utilized for gymnastic activities. The gymnastics use operates between 9:00 a.m. to 8:30 p.m. Monday through Friday, and 9:00 a.m. to 2:00 p.m. on Saturdays, with class sizes ranging from 9 to 21 students. Equipment on-site involves US Gymnastic regulation apparatuses that includes the exercise floor, vault, uneven bars, high bar, beams, tumble trampoline, rings, pommel horse, and parallel bars. There are student drop-offs and pick-ups that the on-site and curbside parking sufficiently accommodates. The Monterey Gymnastics operation will remain unchanged.

Trash & Enclosure: The subject property does not provide an enclosure for trash bins or dumpsters. The gymnastics operation currently stores their multiple 32 gallon rolling bins along the building's Catalina Street frontage, behind the parking; which are rolled out on collection days. If a dumpster were necessary, then it should be kept either inside the building or within a trash enclosure. Any new enclosure should be subject to City review and approval. Staff does not anticipate additional carts for the Applicant occupying the proposed residential dwelling; however, if the unit were occupied by someone not associated with the commercial space of the building, it is conceivable that at least two additional 32 gallon bins (1 garbage & 1 recycling) could be added.

Impacts: Occupancy of existing office space as a residential use is not anticipated to pose a public nuisance. Construction activities to convert the space to residential use for compliance with Building/Fire Code and safety requirements may temporarily cause minor noise issues; however, those impacts inside the building will be subordinate to impacts of existing daytime commercial activities in the surrounding area; and construction impacts themselves will only be temporary until construction work is complete. The current gymnastic operation imposes little negative impact upon the community and has been a beneficial influence for the West End District.

Bathroom: According to the information provided by the Applicant, there is no bathroom within the designated residential unit, and the restrooms in the commercial portion of the building are proposed to serve the residential unit. This works for a “live-work” situation; however, if future occupants of the residential unit are not associated with using the commercial space of the building, then restroom amenities may no longer be accessible to the residential unit occupant. Staff recommends the permit include an automatic termination clause stating that if one full bathroom (toilet, sink, shower or tub) is not accessible to the residential unit, then the use permit shall terminate immediately, and use of the residential unit shall revert back to commercial use/occupancy (see draft Permit Conditions No. 3).

Water:

On-site water credit for the subject commercial property is based upon a Group I Category in accordance with Monterey Peninsula Water Management District (MPWMD) regulations. City staff calculates that 1,036 square feet of office area (Group I Category) equates to an existing water credit of 0.073 acre-feet of water. A residential unit of one full bath and kitchen (no clothes washer) requires 0.068 acre-feet, presuming that all fixtures are ultra low flow (see Exhibit E). Based on this estimate, the 1,036 square foot office space is sufficient to accommodate the proposed residential conversion; however, introduction of a clothes washer would push the requirement above existing on-site credit. As this is a commercial property, the landscaping is already factored into the commercial water credit, and is not applicable to the proposed residential unit. However, these estimates are subject to final determination by the MPWMD staff prior to issuance of a water permit, a building permit, or a certificate of occupancy for the project. The use permit should contain the standard language stating that approval of the use permit does not grant the Applicant or property owner any right or privilege to any allocation of water from the City or other agency/entity. Furthermore, if the MPWMD determines that additional water is necessary to accommodate the minimum fixtures necessary for a residential unit (bathroom & kitchen only), and if the City acts to deny that allocation of water from its water entitlement for the residential conversion to meet minimum fixture necessities, then the conditional use permit for the residential conversion should automatically terminate upon that water allocation denial action by the City Council (see draft Permit Conditions No. 3 & 16).

Stormwater Control:

Construction for the Project involves modifications to the building’s interior for Fire/Building Code compliance, which will not add or replace any of the existing pavement or site coverage of the site. Therefore, stormwater control Low Impact Development (LID) regulations do not apply to this use permit application and project.

Expiration/Termination: Land Use Entitlement permits “run with the land” unless they include a termination clause (otherwise known as a “sunset clause”). Staff recommends the use permit for the project include an automatic termination clause in the event that a building permit is not issued for the project within one year. (see draft Permit Condition No. 3). One year should be sufficient time to prepare plans for review prior to issuance of a building permit for the project. Therefore, staff recommends the permit include the following language:

“Conditional Use Permit (CUP) 600 shall automatically expire on May 3, 2017 (1-year) if a building permit has not been issued for the Project by that date. Furthermore, if the City of Sand City denies an allocation of water from the City’s water entitlement (desalination project) necessary for the Project to comply with the regulations of the Monterey Peninsula Water Management District prior to issuance of a building permit for the Project, then CUP 600 shall automatically expire upon City Council action to deny said water allocation. Additionally, if one (1) full bathroom (toilet, sink, shower or tub) is not accessible to the residential unit on the subject property, then CUP 600 shall automatically terminate and use/occupancy of the residential unit shall revert back to commercial use/occupancy. Notice shall be provided by the City to the residential unit occupant and/or property owner upon the Permit’s termination due to the aforementioned scenarios above.”

Advisory Agencies:

Information on the proposed project was circulated to the City’s advisory agencies. Comments received from the Monterey County Health Department expressed no concerns with this project. The Seaside County Sanitation District commented that the Applicant must “apply with the Monterey Regional Water Pollution Control Agency and pay the applicable sewer capacity fees for the site.” The Fire Department commented that the proposed project requires fire sprinklers, occupancy separation between the floors, and a code compliant exit with direct exit from the habitable space to outside. No other comments were received at the time of this report.

STAFF RECOMMENDATION

Staff recommends **APPROVAL** of a conditional use permit, authorizing the conversion of approximately 1,036 square feet of office area into a residential dwelling, subject to the recommended terms/conditions. Approval of the Permit for the Project, with the conditions recommended by staff, would also require amending the parking requirement of CUP 498 for the gymnastics use to read as follows: *“Parking: The site shall maintain sixteen (16) on-site parking spaces around the perimeter of the building; fourteen (14) of which are for exclusive use by the Applicant’s business employees and patrons and two (2) for the residential unit of the Subject Property.”*

Findings:

1. The Project is compatible with the Planned Mixed-Use (MU-P) zoning and the existing neighboring land uses, compliant with residential density limitations of the MU-P zoning.
2. If the Monterey Peninsula Water Management District determines that additional water is necessary for the project, said water is available (at the City Council’s discretion to

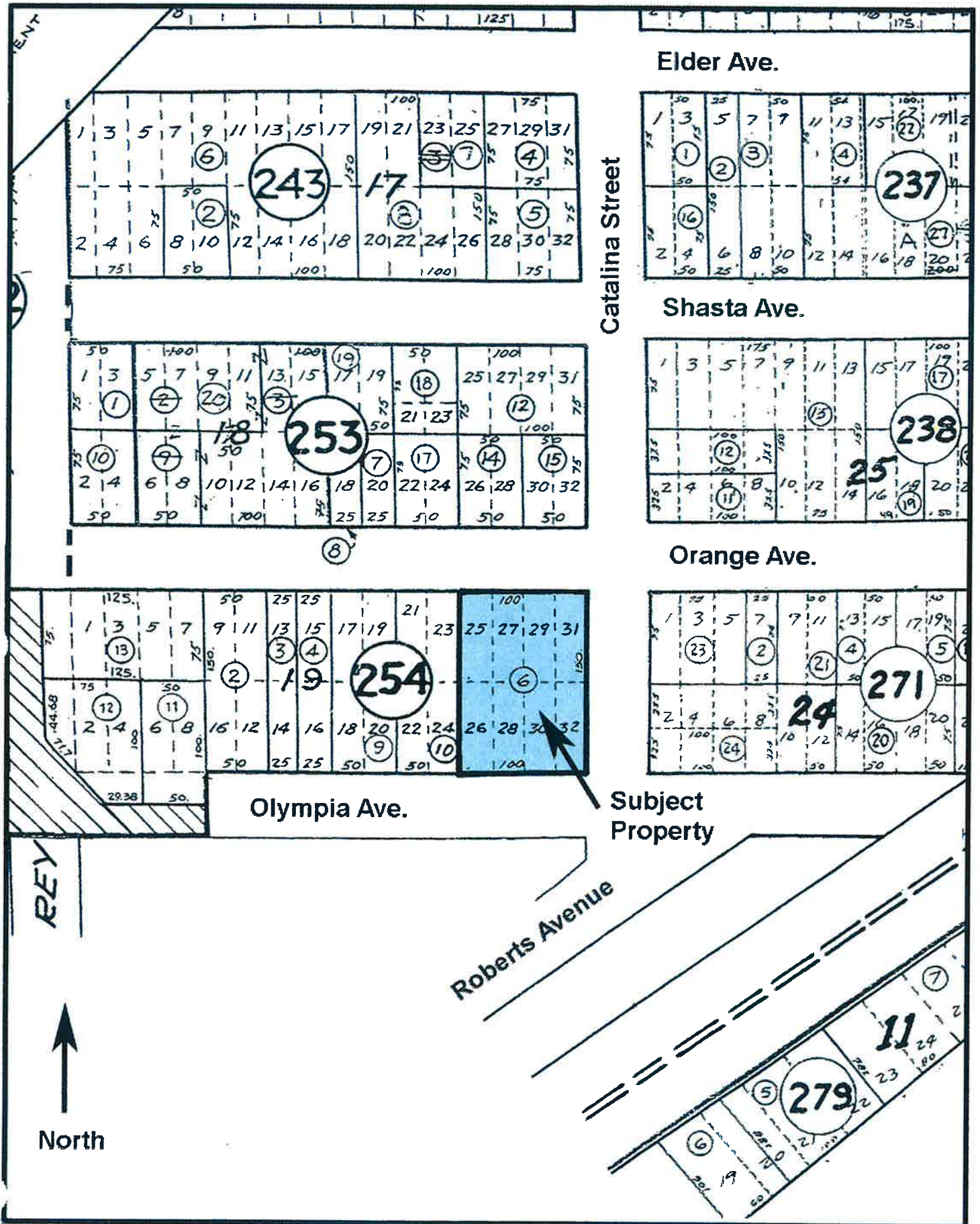
- allocate said water) from the City's Water Entitlement (desalination facility).
3. Adequate utilities (gas, electricity, sewer, etc.) are available to facilitate the project.
 4. Off-street parking can be accommodated on-site per the discussion of this report and City Council consensus/action to amend CUP 498.
 5. The project qualifies as a categorical exemption, under State CEQA Guidelines, Section 15301.

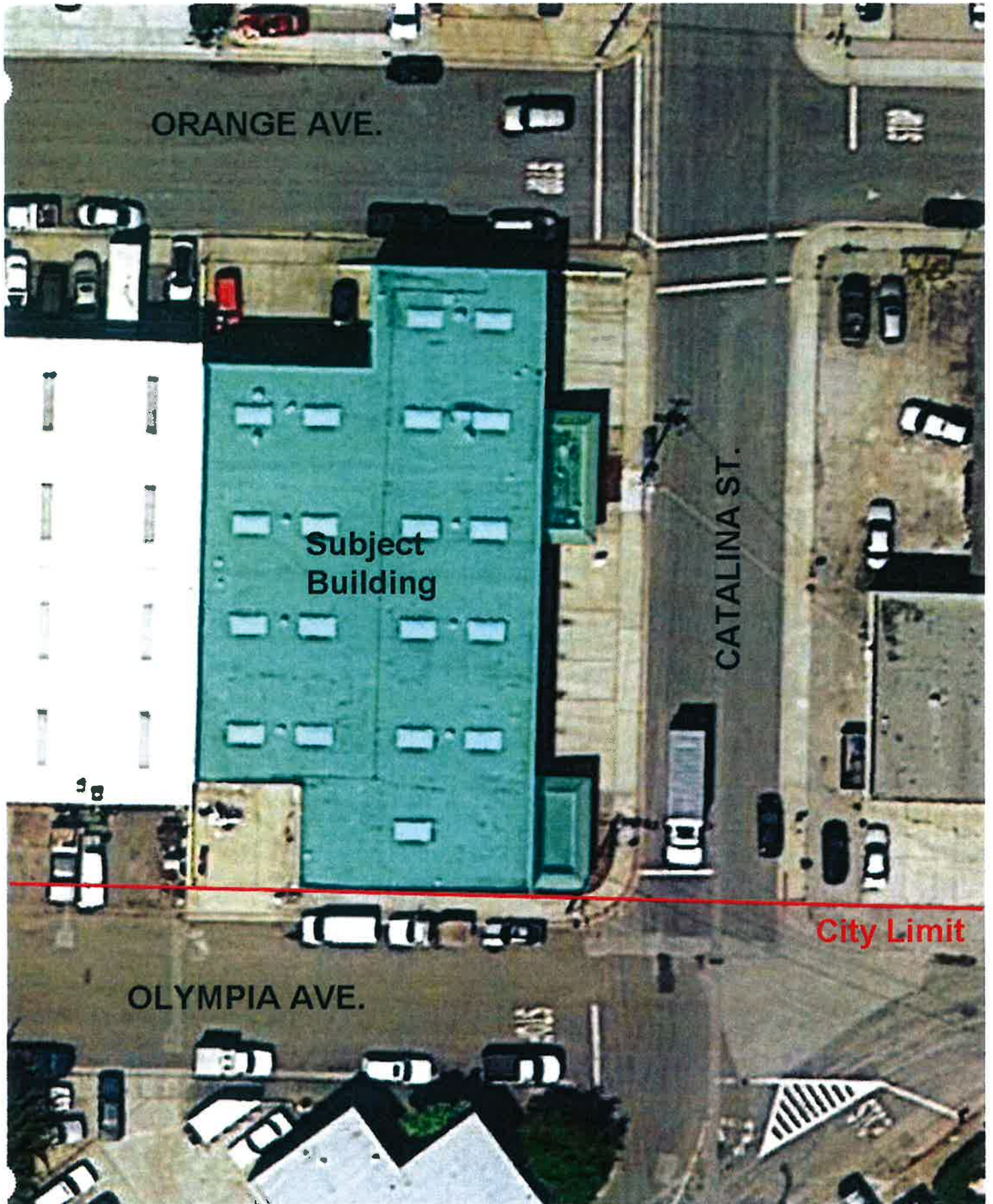
Exhibits:

- A. Location Map
- B. Aerial Map
- C. Site Plan & Parking
- D. Floor Plan (upper & lower levels)
- E. City Staff Water Demand Estimate

Attachments:

- Draft Resolution to approve Conditional Use Permit (CUP)





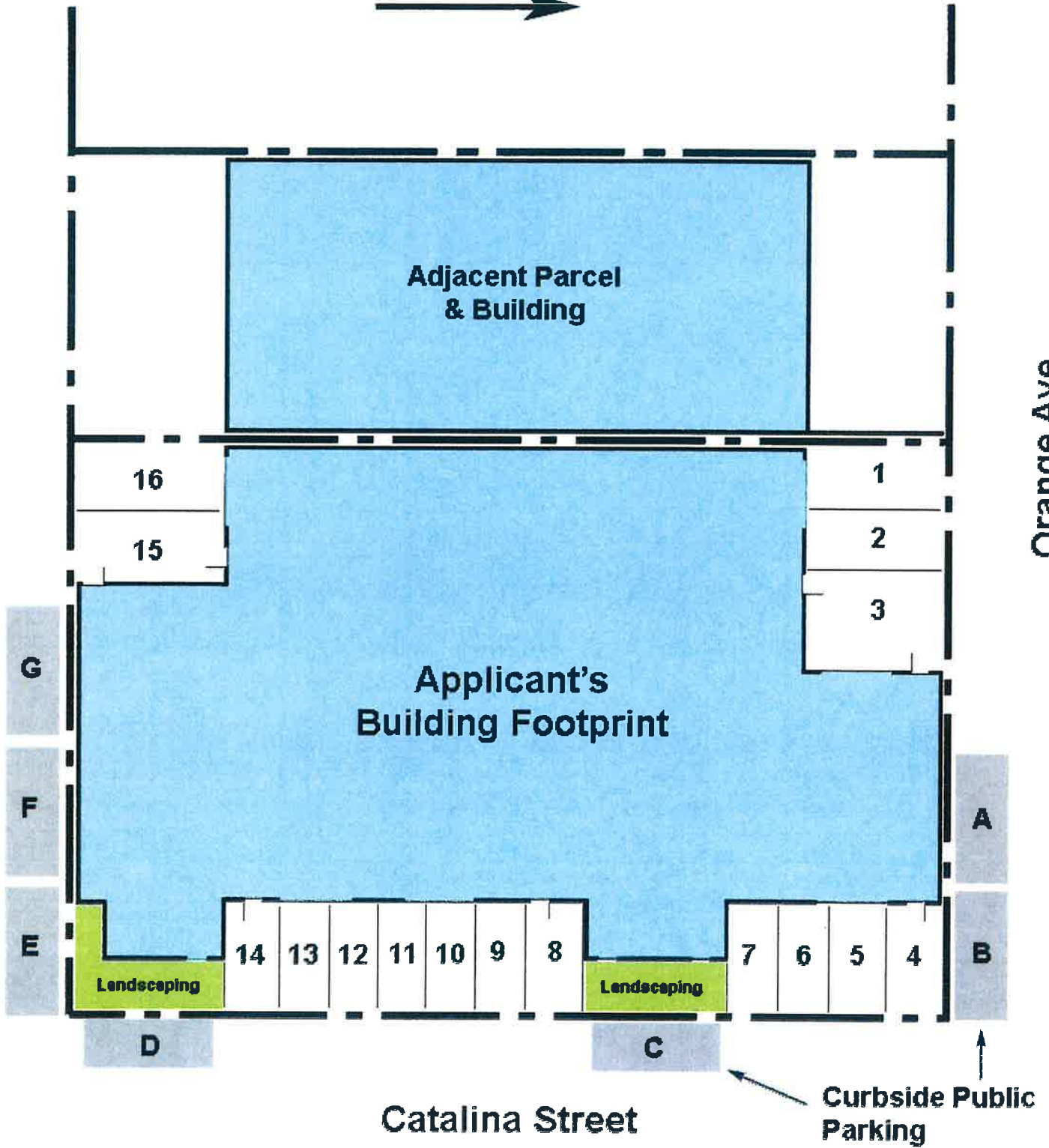
Aerial Map

EXHIBIT B

North
→

Olympia Ave.

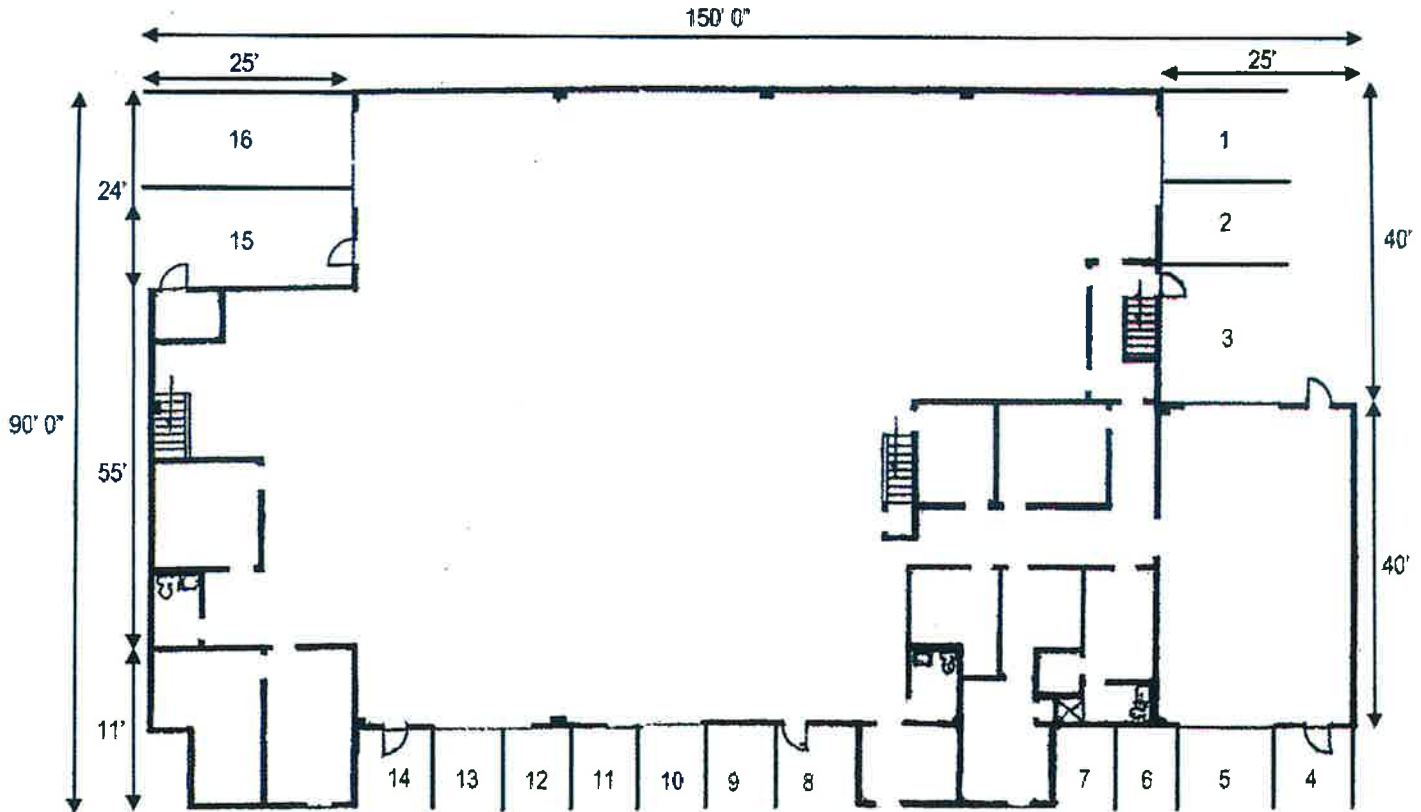
Orange Ave.



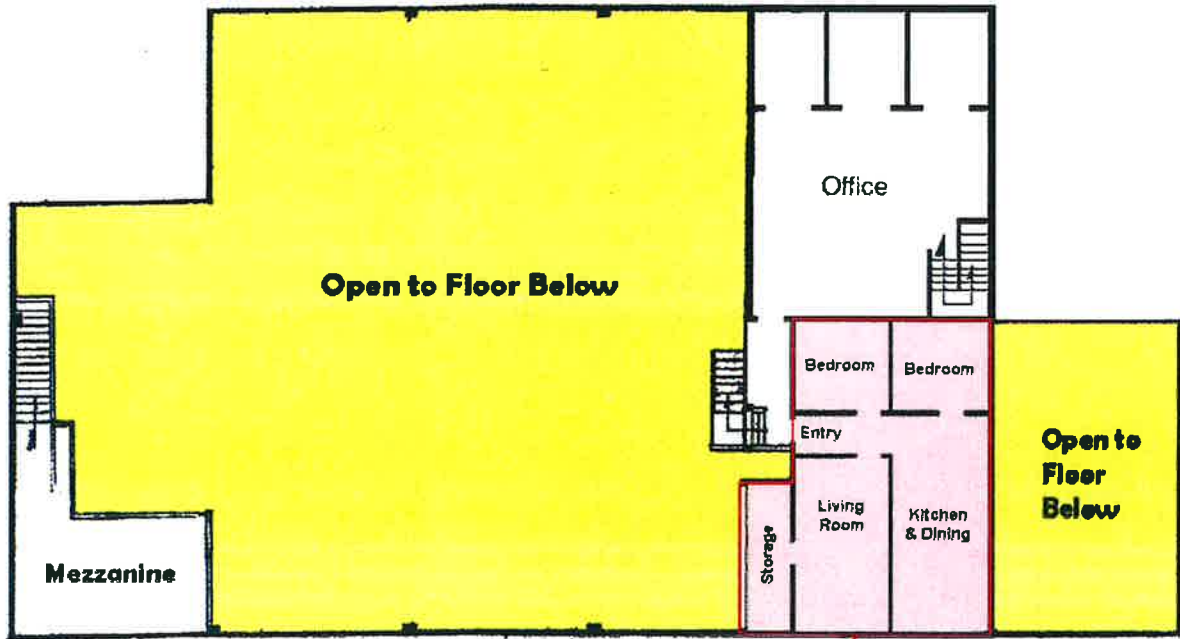
Site Plan & Parking

EXHIBIT C

First Floor



Second Floor



Proposed Living Area
On upper level

Estimate of Water Demand
 City Staff Estimate
 1663 Catalina Street
 1,036 sf office to residential

ESTIMATED WATER FOR PROJECT:

Fixture Type	# of Fixtures		Value	=	Fixture Units
Washbasin (bathroom sink)	1	X	1.0	=	1.0
Toilet, Ultra Low Flow (1.6gal/flush)	1	X	1.8	=	1.8
Std Bathtub w/ shower	1	X	2.0	=	2.0
Kitchen Sink (optional dishwasher)	1	X	2.0	=	2.0
Clothes Washer (std.)	0	X	2.0	=	0.0
Total Fixture Units					6.8
<small>Fixture Units x 0.01 = Acre-Feet</small>					
Total Acre-Feet Needed*					0.068

***NOTE:** This amount is based on all fixtures being ultra low-flow as defined by the MPWMD.

ON-SITE CREDIT:

	SF		Factor	=	Acre-Feet
Office SF to be converted to residential	1,036	X	0.00007	=	0.07252

CITY OF SAND CITY

RESOLUTION SC _____, 2016

**RESOLUTION OF THE CITY COUNCIL OF SAND CITY APPROVING
CONDITIONAL USE PERMIT 600 FOR JESSICA RODRIGUEZ AUTHORIZING
CONVERSION OF EXISTING OFFICE SPACE TO A RESIDENTIAL
DWELLING AT 1663 CATALINA STREET**

WHEREAS, Jessica Rodriguez (the "Applicant"), manager of Monterey Gymnastics, submitted an application to the City of Sand City for conditional use permit approval to convert approximately 1,036 square feet of upper level office space within a commercial building into a residential dwelling (the "Project") at 1663 Catalina Street (APN 011-254-006) in Sand City (the "Subject Property"); and

WHEREAS, the proposed office space conversion to a single residential unit is allowable within a Planned Mixed-Use (MU-P) zoning district, subject to discretionary issuance of a conditional use permit and the Project's ability to satisfy all applicable State, Regional, and City code requirements; and

WHEREAS, the estimated on-site water credit from the conversion of 1,036 square feet of office area, subject to concurrence by the Monterey Peninsula Water Management District (MPWMD) staff, is sufficient to accommodate the minimum fixtures necessary (bathroom & kitchen only) to accommodate a residential unit in accordance with the MPWMD regulations; yet if additional water allocation is necessary per the MPWMD, then a water allocation to the property is available from the City's Water Entitlement (desalination project), subject to the discretionary allocation of that water by the City Council; and

WHEREAS, the proposed Project, within an existing commercial building qualifies for a Categorical Exemption under CEQA (California Environmental Quality Act) Guidelines, Section 15301; and

WHEREAS, the City Council of the City of Sand City, on _____, 2016, has found and determined that the Applicant's Project, and the scale thereof on the Subject Property, as described by the Applicant and appropriately conditioned, 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 a conditional use permit 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) 600 (the "Permit") as outlined in the City staff report, dated April 20, 2016.

NOW THEREFORE, the City Council of the City of Sand City hereby grants and issues Conditional Use Permit (CUP) 600 upon the following terms and conditions:

1. Conditional Use Permit (CUP) 600 is not valid, and the Applicant's conversion of office space to a residential unit on the Subject Property shall not commence unless and until two copies of the Resolution/Permit, signed by the permittee and the landowner, acknowledging receipt of the Permit and acceptance of all the terms and conditions therein, is returned to the City's Planning Department. Failure to return said signed/executed document may be grounds for termination of said Permit.
2. Authorized Use: Conditional Use Permit (CUP) 600 is for the express purpose of authorizing the conversion of approximately 1,036 square feet of upper level office space of an existing commercial building at 1663 Catalina Street (APN 011-254-006) into one (1) residential dwelling unit of no more than two (2) bedrooms; subject to the terms and conditions specified in CUP 600. There shall be no expansion to the scope or density of the Project beyond that authorized by CUP 600 without either an amendment of said Permit or the issuance of a new permit.
3. Expiration/Termination: Conditional Use Permit (CUP) 600 shall automatically expire on May 3, 2017 (1-year) if a building permit has not been issued for the Project by that date. Furthermore, if the City of Sand City denies an allocation of water from the City's water entitlement (desalination project) necessary for the Project to comply with the regulations of the Monterey Peninsula Water Management District prior to issuance of a building permit for the Project, then CUP 600 shall automatically expire upon City Council's action to deny said water allocation. Additionally, if one (1) full bathroom (toilet, sink, shower or tub) is not accessible to the residential unit on the subject property, then CUP 600 shall automatically terminate and use/occupancy of the residential unit shall revert back to commercial use/occupancy. Notice shall be provided by the City to the residential occupant and/or property owner upon the Permit's termination due to the aforementioned scenarios above.
4. Acknowledgment: The property owner's signature of acceptance to the conditions and terms of CUP 600 shall signify the property owner's understanding and acknowledgment that commercial activities on adjacent properties, adjoining units, or the surrounding neighborhood may pose detrimental impacts (i.e. noise, vibrations, etc.) to the residential habitation of the Subject Property.
5. Building Coverage: The Project, as authorized by CUP 600, shall not alter the building's existing lot coverage, footprint, or setbacks.
6. Building Design: The Project, shall not alter the building's exterior architectural design, building height, or landscaping.
7. Parking: The Applicant and property owner shall maintain the existing sixteen (16) parking spaces on the Subject Property, consisting of two spaces along Olympia Avenue, three along Orange Avenue, and the remaining eleven along Catalina Street. Two (2) of these parking spaces, on either the Orange Avenue or Olympia Avenue building frontages, shall be designated for the exclusive use by the residential unit's occupant.

8. Storage: All on-site storage for the residential unit's occupant shall be maintained inside the building at all times. There shall be no outside and/or unscreened storage on the property.
9. Property Maintenance: The site 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 otherwise allowed by CUP 600. The residential unit's occupant and/or the Subject Property's owner shall be responsible for maintenance and upkeep of the residential portion of the Subject Property.
10. General Waste: All trash, litter, boxes, crates, pallets, debris, or other used and/or materials discarded by this residential unit's occupant shall be stored in an appropriate waste collection bin or dumpster. Any dumpster on-site shall be maintained within the building or an enclosure. A trash enclosure may be established on the property only after approval by the City's Planning Department.
11. Utility Relocations: Any utility relocation and associated costs (if any) required as part of the Permit approved Project shall be the responsibility of the Applicant and/or property owner. The placement of utility connections and meters (electricity, phone, etc.) shall be in accordance with the City's Building Department and City Engineer.
12. Local/Regional Compliance: All requirements of the City's Building and Fire Departments, as well as the Seaside County Sanitation District, and the Monterey County Health Department, shall be implemented to the satisfaction of the inspectors of each department/agency. The Project is subject to the regulations and requirements of the Monterey Peninsula Water Management District (MPWMD), the Monterey Regional Water Pollution Control Agency (MRWPCA), and the Seaside County Sanitation District (SCSD); whereby all necessary permits from these agencies shall be acquired and all associated fees paid by the Applicant or the Subject Property's owner prior to City issuance of a building permit for the Project. All requirements of each and all of the aforementioned Departments/Agencies shall be met prior to issuing certificates of occupancy for the Project.
13. Plans Examination: Construction plans/documents for the Project shall be reviewed and approved by the City's Planning, Building, Engineering, and Fire Departments prior to the issuance of building permits for the Project and prior to the commencement of any on-site construction. All requirements of the City's Planning, Fire, Engineering, and Building Departments made during plan review, prior to building permit issuance or during construction inspections, shall be implemented to the satisfaction of the inspectors/representatives of each City Department.
14. Fire Department: Construction plans for the Project shall satisfy all requirements of the City's Fire Department. Improvements required to accommodate the Project may include, but not be limited to, installation of 1) a fire sprinkler system, 2) code compliant occupancy separation between floors, and 3) a code compliant exist system. Additional requirements may be applied as part of the construction plans examination process prior to issuance of a building permit.

15. Fire Sprinklers: Installation of fire sprinklers shall be at the discretion of, and in accordance with, the requirements of the City's Fire Department and City Municipal Code. If a fire suppression system is required, then a fire sprinkler/suppression plan shall be submitted to the City's Fire Department for review and approval, and installed prior to City issuance of certificates of occupancy.
16. Water: Prior to City issuance of a building permit for the Project, the property owner and/or Applicant shall obtain the necessary water permit(s) from the Monterey Peninsula Water Management District (MPWMD) for the Project as authorized by Conditional Use Permit (CUP) 600. Approval of Conditional Use Permit (CUP) 600 does not grant the Applicant and/or property owner any right and/or privilege to any allocation of water by the City of Sand City or other agency/entity. Any allocation of water to the Subject Property and Project from the City's Water Entitlement (desalination facility) shall be at the City Council's discretion. If the City takes action to deny an allocation of water necessary for the minimum fixtures (bathroom & kitchen only) necessary to accommodate a residential unit, in accordance with the determination and regulations of the MPWMD, then Conditional Use Permit 600 shall automatically terminate at the time that the City Council water allocation denial action occurs.
17. Water Runoff: The residential occupant(s) is(are) prohibited from generating water run-off in accordance with Sand City Municipal Code Chapter 13.05 regarding Storm Water Management. There shall be no grey water runoff and/or washing of debris or particulate from the Subject Property into the street, storm drain, and/or sewer system.
18. Termination for Violation: If the City determines that any term or condition of CUP 600 has been violated, written notice shall be issued, that if such violation is not corrected within a specified time, a public hearing may then be scheduled where the City Council may consider amending or revoking CUP 600, and may then order said Permit amended or revoked. The residential unit occupant and property owner 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. Upon termination of CUP 600, the property owner shall convert the residential unit back into commercial office space. If CUP 600 terminates 'automatically' per the terms/conditions of said Permit, then notification to the Subject Property's owner and the residential unit's occupant, prior to termination, is not required.
19. Interpretation: Any question of intent or interpretation regarding any condition of CUP 600 shall be resolved by the Sand City Planning Department.
20. The issuance of CUP 600 shall not supersede or override any requirements of any other City, County, State, or Federal agency.
21. 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 Project, 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.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the City Council of the City of Sand City also hereby amends Condition No. 5 of Conditional Use Permit (CUP) 498 to read as follows: "Parking: The site shall maintain sixteen (16) on-site parking spaces around the perimeter of the building; fourteen (14) of which are for exclusive use by the Applicant's business employees and patrons and two (2) for the residential unit of the Subject Property."

PASSED AND ADOPTED by the City Council of Sand City this ___ day of May, 2016, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

APPROVED:

ATTEST:

Linda Scholink, City Clerk

David K. Pendergrass, Mayor

This is to certify that the CUP 600 contains the conditions specified by the City Council in approving the Permit.

Charles Pooler, Associate Planner

APPLICANT ACCEPTANCE (CUP 600)

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

Signatures continued on following page...

Signatures continued from previous page.

CONSENT OF OWNER (CUP 600)

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

9A

MEMORANDUM

To: Mayor Pendergrass and City Council
From: Chief Brian Ferrante
Date: 4/28/2016
Re: Police In Pursuit of Special Olympics

BACKGROUND

The Special Olympics is a worldwide organization that benefits athletes with intellectual disabilities. The organization allows athletes ages 8 and up to compete in Olympic style events which contribute to developing improved motor skills and confidence. These skills help these athletes better assimilate into society and increase their quality of life. Law enforcement has traditionally played a significant role in fundraising for the Special Olympics which allows these athletes to compete free of charge. Locally, one of these fund raising efforts is the Police in Pursuit for Special Olympics.

Police in Pursuit for Special Olympics is a fund raising effort involving local law enforcement officers sponsored to race in support of their agency at the Watsonville Ocean Speedway. Officers raise a minimum of \$750 then race patrol themed cars on the ¼ mile dirt track at the speedway. The race is open to full time sworn officers willing to commit to preparing a car and raising the necessary funds for the Special Olympics. The first race was April 21, 2016. There are an additional five races available to the officers over the next two months.

Sand City Police Officer Michael Mount has committed to representing Sand City in this event. Officer Mount is willing to prepare the car and race it using his own funding, along with sponsors willing to support him and the City. Officer Mount is also a licensed racer who participates in track racing as a hobby on his time off.

The Sand City Police Department currently has two out of service 2008 Crown Victorias that no longer qualify for police patrol. One of those vehicles (vehicle #94) is potentially going to be donated to the police academy for training purposes. The other (vehicle #90) is slated to be stripped and sold as scrap. Officer Mount would like to purchase Vehicle #90 to use for the Police in Pursuit for Special Olympics program. This vehicle could be sold to Officer Mount for current value which would allow him to invest in preparing the vehicle for the fund raising program.

The most recent sale of Department vehicles occurred in 2014. At that time the Department sold two similar Crown Victorias to the Del Rey Oaks Police Department for \$100 each. This price was based on the vehicle scrap value as determined by Chief Klein at the time.

Police in Pursuit offers the City the opportunity to contribute to a worthy cause that benefits persons with intellectual disabilities. A \$750 donation to the program on behalf of Officer Mount will allow him to represent the City in the series of races. It also affords the City and Officer Mount the opportunity to raise additional funding for the program through outside donations. These donations can be made on behalf of Officer Mount by any individual or organization utilizing the Special Olympics site devoted to the program.

RECOMMENDATION

Staff recommends the following:

- 1) Supporting Officer Mount and the Police in Pursuit for Special Olympics through the donation of \$750 to the program on behalf of Officer Mount.
- 2) Selling vehicle #90 (VIN# 2FAFP71V08X101468) an out of service 2008 Crown Victoria, to Officer Mount for \$100 in order for him to use the vehicle in the Police in Pursuit races at the Ocean Speedway in Watsonville.

AGENDA ITEM

9C



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- 5:00PM** **18TH HOLE MIXER & AWARDS**
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Leadership Excellence Series (LES) Modules 7&8

Event Date: Apr 28, 2016 at 8:30 AM to 4:30 PM

Leadership Excellence Series: April 7, 14, 21, & 28, 2016 Apr 28 @ 8:30 am - 4:30 pm Fill out the form below to enroll in Leadership Excellence . . . [Read More](#) -

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Alzheimer's Association Annual Education Conference - Alzheimer's Disease: Changes, Challenges and Opportunities

Event Date: May 4, 2016 at 8:15 AM to 4:00 PM

This annual education conference is designed to fit the needs of families caring for a loved one with Alzheimer's disease or related dementia. It . . . [Read More](#) -

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PWN Meeting: Annual Member Appreciation & Spring Mixer

Event Date: May 4, 2016 at 5:30 PM to 7:30 PM

THE PROFESSIONAL WOMEN'S NETWORK OF THE MONTEREY PENINSULA INVITES BUSINESS WOMEN ON THE PENINSULA TO ATTEND OUR ANNUAL MEMBER APPRECIATION & . . . [Read More](#) -

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Alzheimer's Association - Salinas Caregiver Support Group

Event Date: May 4, 2016 at 12:30 PM to 2:00 PM

If you have a family member who has been diagnosed with Alzheimer's disease or a related neurocognitive disorder, a caregiver support group can . . . [Read More](#) ..

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Mariachi Reyna de Los Angeles

Event Date: May 5, 2016 at 7:30 PM to 10:00 PM

Enriching the medium as America's first all-female mariachi ensemble, Reyna de Los Angeles brings sensitivity, beauty, warmth and vivacious spirit . . . [Read More](#) ..

 [Add to Calendar](#)

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Mariachi Reyna de Los Angeles

Event Date: May 6, 2016 at 7:30 PM to 10:00 PM

Enriching the medium as America's first all-female mariachi ensemble, Reyna de Los Angeles brings sensitivity, beauty, warmth and vivacious spirit . . . [Read More](#) ..

 [Add to Calendar](#)

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The Alzheimer's Association presents: 'Melodic Memories' Sing-a-Long

Event Date: May 6, 2016 at 2:00 PM to 2:45 PM

Singing for the Brain. Come sing to slow memory loss! Singing is not only an enjoyable activity, it can also provide a way for people with early memory . . . [Read More](#) ..

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Millenium Charter High School Artists Reception

Event Date: May 6, 2016 at 4:00 PM to 7:00 PM

Stop by for a glass of wine, a few treats and an

opportunity to meet young high school artists and photographers and enjoy their gorgeous works.

... [Read More](#) →

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Monterey Symphony Derby Day & More! Benefit Event

Event Date: May 7, 2016 at 3:00 PM to 7:00 PM

Join the Friends of the Monterey Symphony as they present "Derby Day & More!" on Saturday, May 7, 2016, at the Pebble Beach Equestrian ... [Read More](#) ..

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 alzheimer's association

Alzheimer's Association - Spanish-language Caregiver Support Group

Event Date: May 9, 2016 at 6:00 PM to 8:00 PM

If you have a family member who has been diagnosed with Alzheimer's disease or a related neurocognitive disorder, a caregiver support group can ... [Read More](#) →

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 alzheimer's association

Alzheimer's Association - Pacific Grove Caregiver Support Group

Event Date: May 11, 2016 at 1:30 PM to 3:00 PM

If you have a family member who has been diagnosed with Alzheimer's disease or a related dementia disorder, a caregiver support group can offer ... [Read More](#) →

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California Employment Essential (CEE) Modules 1&2

Event Date: May 12, 2016 at 9:00 AM to 4:00 AM

CA Employment Essentials: May 12, 19, & 25, 2016
May 12 @ 9:00 am - 4:00 pm Fill out the form below to enroll in CA Employment Essentials May 12, ... [Read More](#) →

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The Alzheimer's Association presents: The Basics: Memory Loss, Dementia and Alzheimer's Disease

Event Date: May 12, 2016 at 10:00 AM to 11:30 AM

Alzheimer's disease is not a normal part of aging. If you or someone you know is affected by Alzheimer's disease or related neurocognitive . . . [Read More](#)

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PWN Monthly Member Mixer

Event Date: May 12, 2016 at 5:00 PM to 7:00 PM

Join us for our first Monthly Member Mixer of the season! In collaboration with the Professional Women's Network, Cindi Webb, Total Body Transformation . . . [Read More](#)

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Alzheimer's Association - Monterey Caregiver Support Group

Event Date: May 16, 2016 at 7:00 PM to 8:30 PM

If you have a family member who has been diagnosed with Alzheimer's disease or a related dementia disorder, a caregiver support group can offer . . . [Read More](#)

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Monterey Symphony Preview Concert VI Luncheon

Event Date: May 18, 2016 at 11:30 AM to 2:00 PM

Please join the Friends of the Monterey Symphony for a luncheon! Support classical music, enjoy great food and company, and engage with guest artists . . . [Read More](#)

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California Employment Essential (CEE) Modules 3&4

Event Date: May 19, 2016 at 9:00 AM to 4:00 AM

CA Employment Essentials: May 12, 19, & 25, 2016
May 12 @ 9:00 am - 4:00 pm Fill out the form below

to enroll in CA Employment Essentials . . . [Read More](#) →

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Monterey Symphony Concert VI, Salinas

Event Date: May 20, 2016 at 7:30 PM to 9:00 PM

Celebrated violinist Anne Akiko Meyers will illuminate the stage with the Monterey Symphony in the final concert of the 70th Anniversary Season in brilliant . . . [Read More](#) →

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 alzheimer's association

The Alzheimer's Association presents: 'Melodic Memories' Sing-a-Long

Event Date: May 20, 2016 at 2:00 PM to 2:45 PM

Singing for the Brain. Come sing to slow memory loss! Singing is not only an enjoyable activity, it can also provide a way for people with early memory . . . [Read More](#) →

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Monterey Symphony Concert VI, Carmel

Event Date: May 21, 2016 at 8:00 PM to 9:30 PM

Celebrated violinist Anne Akiko Meyers will illuminate the stage with the Monterey Symphony in the final concert of the 70th Anniversary Season in brilliant . . . [Read More](#) →

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Monterey Symphony Concert VI, Carmel

Event Date: May 22, 2016 at 3:00 PM to 4:30 PM

Celebrated violinist Anne Akiko Meyers will illuminate the stage with the Monterey Symphony in the final concert of the 70th Anniversary Season in brilliant . . . [Read More](#) →

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California Employment Essential (CEE) Modules 5&6

Event Date: May 25, 2016 at 9:00 AM to 4:00 PM

CA Employment Essentials: May 12, 19, & 25, 2016 May 19 @ 9:00 am – 4:00 pm Fill out the form below to enroll in CA Employment Essentials May 12,... [Read More](#) →

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