

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

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Special Meeting – Tuesday, December 10, 2019  
11:00 A.M.  
City Hall Council Chambers  
1 Pendergrass Way, Sand City, CA. 93955

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Mayor Carbone opened the meeting at 11:00 A.M.

Present: Mayor Mary Ann Carbone  
Vice Mayor Blackwelder  
Council Member Cruz  
Council Member Hawthorne  
Council Member Sofer

Staff: Aaron Blair, City Manager  
Leon Gomez, Contract City Engineer  
Vibeke Norgaard, Contract City Attorney  
Charles Pooler, City Planner  
Linda Scholink, Administrative Services Director/City Clerk

**AGENDA ITEM 3 COMMUNICATIONS**

11:01 A.M. Floor opened for Public Comment

There were no comments from the public.

11:01 A.M. Floor closed to Public Comment.

**AGENDA ITEM 4 NEW BUSINESS**

**A. City Council Workshop for Review and Discussion of the 5-Year Capital Improvement Plan**

City Manager, **Aaron Blair**, led the discussion on the five-year Capital Improvement Plan by discussing the need to determine the importance of each project. **Mayor Carbone** added that projects should be added to the Capital Improvement Plan at the discretion of the City Council, like the development of a community center.

City Council and staff discussed the City's operating budget, non-obligated reserves, and other forms of funding the City could utilize, like grants and bonds. Council directed staff to develop a policy for funding the Capital Improvement Plan.

Items discussed include:

Project #1 Public Works Building

- This could be moved up from the 2023-24 budget to the 2020-21 in order to repurpose the Carrol property. This will be determined after a community Center Study (#4) is completed. Staff will need to work on getting numbers for the new building. Councilmember Hawthorne provided information on a possible structure.

Project #2 City Hall Electrical Services Upgrade

- Project is approved for consideration for the 2019-20 budget at a cost of \$100,000

Project #3 City Hall Air Conditioning System

Project #4 Community Center Study

- Project is approved for consideration for the 2019-20 budget at a cost of \$25,000

Project #5 West End Stormwater Improvement Project – Contra Costa Street

- Project is approved for consideration for the 2019-20 budget at a cost of \$25,000.

Project #6 West End Stormwater Improvement Project – Catalina Street

- Project is approved for consideration for the 2019-20 budget at a cost of \$25,000.

Project #7 Contra Costa Street Improvements

Project #8 California Avenue Street Improvements

- Project is moved to 2020-21; staff was asked to review funding options.

Project #9 West Bay St. Coastal Access Repair Project

- Project is approved for consideration for the 2019-20 budget at a cost of \$7,000.

Project #10 Pavement Management Program

Project #11 Carroll Property Parking Lot

Project #12 TAMC Right-of-Way Improvements

- Project is moved to 2022-23 to wait for TAMC Busway Project

Project #13 Parking Garage

Project #14 Parking Plan

- Project is approved for consideration for the 2019-20 budget at a cost of \$36,600.

Project #15 Calabrese Park Improvements – Phase I

- Project is approved for consideration for the 2019-20 budget. Council and staff discussed waiting on Phase I until the City receives the result of funding for Phase II.

Project #16 Calabrese Park Improvements – Phase II

- Project is approved for consideration for the 2019-20 budget.

Project #17 TAMC Parcel Landscaping

- Project moved to 2021-22 to wait on the approval of Project #5.

Project #18 Memorial Lookout Area Improvements

- Project #19 Habitat Preserves at Commercial Shopping Centers
- Project is approved for consideration for the 2019-20 budget at a cost of \$15,000.
- Project #20 General Plan Update
- Project #21 Sustainable Transportation Plan
- Project removed as it is already funded in the 2019-20 operations budget.
- Project #22 East Dunes Habitat Specific Plan and Habitat Conservation Plan
- Project #23 Zoning Code Update – State Housing Mandate
- Project #24 Zoning Code Update – General
- Project #25 Façade Program
- Project is approved for consideration for the 2019-20 budget.
- Project #26 Resident “Fix It” Program
- Hold off on this program and replace it with something to support public art. Public Art Program for consideration for the 2019-20 budget.
- Project #27 iWorQ Systems – Application and Software Services
- Project was approved and completed in fiscal year 2019-20
- Project #28 Granicus, LLC – Agenda Management Software and City Website Redesign
- Project was approved and completed in fiscal year 2019-20
- Project #29 – ECS Imaging, Inc. Laserfiche Record Management Software
- Project was approved and completed in fiscal year 2019-20
- Project #30 Server (Administration)
- Project was approved and completed in fiscal year 2019-20
- Project #31 Patrol Vehicles
- Project was moved to 2020-21 and will possibly be reconsidered after the South of Tioga Project is complete. Staff will bring back data on the year, mileage, and use of each vehicle and review all vehicles and equipment replacement schedules.
- Project #32 Street Sweeper
- Project will possibly be kept in 2019-20; staff will bring back data on the year, mileage, use, and sale of current sweeper.
- Project #33 Dump Truck
- Project will possibly be kept in 2019-20; staff will bring back data on the year, mileage, and use
- Project #34 Tracked Skid Steer

City Council and staff then discussed the potential funding requirements of business that significantly exhaust public capital, specifically streets.

**Councilmember Cruz** directed the discussion to the Police Department vehicles. **Mr. Blair** suggested the Council table the discussion of the Police Department’s fleet to allow staff the opportunity to further review of the

operating budget.

11:52 A.M.

BREAK

12:08 P.M

The Council returned to the discussion of Capital Improvement Plan projects, starting with the two Calabrese Park projects. The Council then discussed the California Avenue Street Improvements Project where there was consensus to table the project. Council spoke on the Memorial Lookout Area Improvements project and the adoption of a policy to address clutter, safety, and Coastal Commission regulations.

**Charles Pooler**, City Planner, informed the Council he received an estimated cost proposal from EMC Planning for Parking Study. City Council and staff found the estimate reasonable.

#### **AGENDA ITEM 5 ADJOURNMENT**

Motion to adjourn the City Council meeting was made by Council Member Blackwelder seconded by Council Member Cruz to the next scheduled Council meeting on Tuesday, December 17, 2019 at 5:30 P.M. There was consensus of the Council to adjourn the meeting at 12:37 P.M.



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Linda K. Scholink, City Clerk