



CITY OF BUELLTON

CITY COUNCIL AGENDA

**Regular Meeting of February 28, 2013 – 6:00 p.m.
City Council Chambers, 140 West Highway 246
Buellton, California**

Copies of staff reports or other written documentation relating to each item of business referred to on this Agenda are on file in the office of the City Clerk and are available for public inspection

CALL TO ORDER

Mayor Judith Dale

PLEDGE OF ALLEGIANCE

Vice Mayor John Connolly

ROLL CALL

Council Members Ed Andrisek, Leo Elovitz, Holly Sierra, Vice Mayor John Connolly, and Mayor Judith Dale

REORDERING OF AGENDA

PUBLIC COMMENTS

Speaker Slip to be completed and turned in to the City Clerk prior to commencement of meeting. Limited to matters not otherwise appearing on the agenda. Limited to three (3) minutes per speaker. No action will be taken at this meeting.

CONSENT CALENDAR

(ACTION)

The following items are scheduled for consideration as a group. Any Council Member, the City Attorney, or the City Manager may request that an item be withdrawn from the Consent Agenda to allow for full discussion.

- 1. Minutes of February 14, 2013 Regular City Council Meeting**
- 2. Minutes of February 13, 2013 Special City Council Meeting**
- 3. List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2012-13**
- 4. Consideration of Reallocation of Funding to People Helping People**
❖ (Staff Contact: Finance Director Muñoz)

PRESENTATIONS**PUBLIC HEARINGS****(POSSIBLE ACTION)**

5. **Ordinance No. 13-02 – “An Ordinance of the City Council of the City of Buellton, California, Adopting Revisions to Title 19 (Zoning) of the Buellton Municipal Code (13-ZOA-01) Relating to Section 19.04.170.E.6.d, Community Identification Signs and Making Findings in Support Thereof” (Introduction and First Reading)**
❖ *(Staff Contact: Planning Director Bierdzinski)*

COUNCIL MEMBER COMMENTS**COUNCIL ITEMS****WRITTEN COMMUNICATIONS**

Written communications are included in the agenda packets. Any Council Member, the City Manager, or City Attorney may request that a written communication be read into the record.

COMMITTEE REPORTS

This Agenda listing is the opportunity for Council Members to give verbal Committee Reports on any meetings recently held for which the Council Members are the City representatives thereto.

BUSINESS ITEMS**(POSSIBLE ACTION)**

6. **Presentation by Caltrans Regarding Capital Preventative Maintenance Project (CAPM) and Sidewalk Improvements**
❖ *(Staff Contact: Public Works Director Hess)*
7. **Discussion and Possible Changes Regarding Trips Offered by the Recreation Department**
❖ *(Staff Contact: Recreation Coordinator Abello)*
8. **Resolution No. 13-01 – “A Resolution of the City Council of the City of Buellton, California, Regarding Parking Restrictions at Various Transit Stop Locations”**
❖ *(Staff Contact: Public Works Director Hess)*
9. **Department Head Reports – (Finance, Personnel, Planning, Public Works, and Sheriff’s Department)**

CITY MANAGER’S REPORT**ADJOURNMENT**

The next meeting of the City Council will be held on Thursday, March 14, 2013 at 6:00 p.m.

CITY OF BUELLTON

CITY COUNCIL MEETING MINUTES
Regular Meeting of February 14, 2013
City Council Chambers, 140 West Highway 246
Buellton, California

CALL TO ORDER

Mayor Judith Dale called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

Council Member Leo Elovitz led the Pledge of Allegiance

ROLL CALL

Present: Council Members Ed Andrisek, Leo Elovitz, Holly Sierra, Vice Mayor John Connolly and Mayor Judith Dale

Staff: City Manager John Kunkel, City Attorney Ralph Hanson, Public Works Director Rose Hess, Planning Director Marc Bierdzinski, Finance Director Annette Muñoz, and City Clerk Linda Reid

REORDERING OF AGENDA

None

PUBLIC COMMENTS

Kathy Vreeland, Executive Director of the Buellton Chamber and Visitor's Bureau, announced that the Buellton Wine and Chili Festival is scheduled for Sunday, March 17 at Flying Flags RV Park and encouraged everyone to attend.

Nancy Frazier, Buellton, requested the Council consider adding a YMCA in Buellton.

CONSENT CALENDAR

- 1. Minutes of January 24, 2013 Regular City Council Meeting**
- 2. List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2012-13**

RECOMMENDATION:

That the City Council approve the Consent Calendar as listed.

MOTION:

Motion by Council Member Andrisek, seconded by Council Member Sierra approving the consent calendar as listed.

VOTE:

Motion passed by a roll call vote of 5-0.

PRESENTATIONS

None

PUBLIC HEARINGS

None

COUNCIL MEMBER COMMENTS

Council Member Elovitz discussed the Council Workshop held February 13 and stated that staff provided valuable information regarding Public Works and Planning and that the public is invited and encouraged to attend future workshops. Mr. Elovitz announced that the workshop PowerPoint presentations are available on the City's website.

Council Member Sierra stated the Russ Hicks memorial park bench dedication was held on February 9 at Riverview Park and the event was well attended and the bench is beautiful.

Council Member Andrisek announced the Green Business luncheon was held this week and it was well attended.

Mayor Dale announced that during the month of February, Rabobank will match all donations made to the Buellton Library and encouraged everyone to donate to the Library.

Mayor Dale announced that the next Council Workshop will focus on Finance and has been scheduled for Wednesday, March 20 at 7:00 p.m. in the Council Chambers.

COUNCIL ITEMS

Council Member Sierra requested that staff agendaize the discussion of future Parks and Recreation trips at the February 28 Council meeting.

WRITTEN COMMUNICATIONS

None

COMMITTEE REPORTS

None

BUSINESS ITEMS**3. Presentation by Kathy Vreeland, Executive Director of the Buellton Chamber of Commerce and Visitors Bureau Regarding the Transient Occupancy Tax Allocation**

Kathy Vreeland, Executive Director of the Buellton Chamber and Visitor's Bureau, provided a presentation on what the Chamber of Commerce and Visitors Bureau does for the community and their need for additional funding from the increased Transient Occupancy Tax (TOT) allocation. Ms. Vreeland provided a handout for the record.

The City Council discussed the following issues:

- ❖ Directional signs
- ❖ TOT allocation to be discussed as part of the budget process

4. Direction to Staff on Request for Proposals (RFP) on Branding and Economic Development**RECOMMENDATION:**

That the City Council provide direction to staff on whether to budget for branding and economic development consultants and issue the RFP's based on that direction.

STAFF REPORT:

Planning Director Bierdzinski presented the staff report.

DOCUMENTS:

Staff Report with attachments (Draft RFP's for Branding and Economic Development and Council minutes from August 9, 2012)

SPEAKERS/DISCUSSION:

Ron Anderson, President of the Buellton Chamber of Commerce, discussed the Transient Occupancy Tax allocation and requested the Council develop goals for the Chamber to achieve.

The City Council discussed the following issues:

- ❖ Beginning the RFP process for Economic Development
- ❖ Not moving forward with branding at this time
- ❖ Determine funding for Economic Development once RFP's are received
- ❖ Reopen the Request for Qualifications (RFQ) process or use the seven firms who have already submitted Statement of Qualifications (SOQ)

DIRECTION

The City Council agreed by consensus to direct staff to issue the RFP for Economic Development with three sections (economic development plan, on-call services, and an optional strategy) and only sending the RFP to the seven firms who submitted an SOQ.

5. Consideration of Parking Restrictions at Various Transit Stop Locations

RECOMMENDATION:

That the City Council direct staff to prepare a Resolution for adoption of the parking restrictions to be heard at the next council meeting.

STAFF REPORT:

Public Works Director Hess presented the staff report.

DOCUMENTS:

Staff Report with attachment (Site photos)

DISCUSSION:

The City Council discussed parking restrictions at the following locations with direction noted:

- ❖ Houston’s Liquor – white curb
- ❖ Meadowview Drive – no changes at this time
- ❖ Highway 246 at Park Circle – red curb
- ❖ Highway 246 at Valley Station – red curb
- ❖ McMurray Road across from Movie Theater – red curb

MOTION:

Motion by Council Member Andrisek, seconded by Council Member Sierra directing staff to prepare a Resolution consistent with the Council’s direction for adoption of the parking restrictions to be heard at the next council meeting.

VOTE:

Motion passed by a roll call vote of 5-0.

6. Consideration of the Adoption of the Tajiguas Resource Recovery Project Term Sheet

RECOMMENDATION:

That the City Council adopt the Tajiguas Resource Recovery Project Term Sheet and authorize the City Manager to execute the Term Sheet on the City’s behalf.

STAFF REPORT:

City Attorney Hanson presented the staff report.

DOCUMENTS:

Staff Report with attachment (Tajiguas Resource Recovery Project term sheet)

MOTION:

Motion by Council Member Andrisek, seconded by Council Member Elovitz adopting the Tajiguas Resource Recovery Project Term Sheet and authorize the City Manager to execute the Term Sheet on the City’s behalf.

VOTE:

Motion passed by a voice vote of 5-0.

7. Department Head Reports – (Finance, Personnel, Planning, Public Works, and Sheriff’s Department)

Department Heads provided informational reports for the record.

CITY MANAGER’S REPORT

City Manager Kunkel provided an informational report for the record.

ADJOURNMENT

Mayor Dale adjourned the regular meeting at 7:50 p.m. The next regular meeting of the City Council will be held on Thursday, February 28, 2013 at 6:00 p.m.

Judith Dale
Mayor

ATTEST:

Linda Reid
City Clerk

CITY OF BUELLTON

CITY COUNCIL MEETING MINUTES
Special Meeting of February 13, 2013
City Council Chambers, 140 West Highway 246
Buellton, California

CALL TO ORDER

Mayor Judith Dale called the meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE

Council Member Ed Andrisek led the Pledge of Allegiance

ROLL CALL

Present: Council Members Ed Andrisek, Leo Elovitz, Holly Sierra, Vice Mayor John Connolly, and Mayor Judith Dale

Staff: City Manager John Kunkel, Public Works Director Rose Hess, Planning Director Marc Bierdzinski, and City Clerk Linda Reid

REORDERING OF AGENDA

None

PUBLIC COMMENTS

None

BUSINESS ITEMS

1. **PUBLIC WORKS DEPARTMENT** **Water and Sewer System Overview**

DISCUSSION:

Public Works Director Hess provided a PowerPoint presentation outlining Buellton's water and sewer systems.

The City Council discussed the following issues:

- ❖ Water and sewer systems
- ❖ Biking and walking trails in Buellton
- ❖ Touring the Wastewater Treatment Plant

**2. PLANNING DEPARTMENT
Planning Department Overview**

DISCUSSION:

Planning Director Bierdzinski provided a PowerPoint presentation outlining an overview of the Planning Department's functions and projects.

The City Council discussed the following issues:

- ❖ Permit processes and economic development

ADJOURNMENT

Mayor Dale adjourned the special meeting at 9:00 p.m. The next regular meeting of the City Council will be held on Thursday, February 14, 2013 at 6:00 p.m.

Judith Dale
Mayor

ATTEST:

Linda Reid
City Clerk

BACK-UP/SUPPORT DATA IS AVAILABLE FOR COUNCIL REVIEW IN CITY HALL

The following is a list of claims to be ratified and approved for payment by the City Council at the **February 28, 2013** Council Meeting.

Listed below is a brief summary of the attached claims:

	EXHIBIT A		\$ <u>313,889.83</u>
	EXHIBIT B		\$ <u>52,918.62</u>
	PAYROLL	2/15/13	\$ <u>41,618.19</u>
TOTAL AMOUNT OF CLAIMS:			\$ <u><u>408,426.64</u></u>

	<u>FY 2011-12</u>	<u>FY 2012-13</u>
The total amount of claims and demands paid by the City for the Fiscal Year through February 19, 2013	\$ 5,628,212.55	\$ 7,001,532.29

AUTHORIZATION IS HEREBY GIVEN TO THE CITY TREASURER TO PAY ALL CLAIM AS REVENUES BECOME AVAILABLE

Check-Run	Seq#	Date	Vendor Name	Checking	# Obls	Discount	Net amount	Status
27523-	552	1	1/31/2013	698 CALIFORNIA STATE DISBURSEMENT	1	.00	706.50	Logged
27524-	553	1	2/07/2013	724 BUELLTON SENIOR CENTER	1	.00	125.00	Logged
27525-	554	1	2/15/2013	0 SE TECHNOLOGIES	1	.00	16.16	Logged
27526-	554	2	2/15/2013	0 THE GUTTER FACTORY	1	.00	400.00	Logged
27527-	554	3	2/15/2013	0 MICHAEL FROST TREASURER	1	.00	300.00	Logged
27528-	554	4	2/15/2013	0 CARL JOHNSON	1	.00	23.75	Logged
27529-	554	5	2/15/2013	5 ABALONE COAST ANALYTICAL, INC.	1	.00	1,825.25	Logged
27530-	554	6	2/15/2013	27 AQUA BEN CORPORATION	2	.00	1,542.78	Logged
27531-	554	7	2/15/2013	28 ARAMARK UNIFORM SERVICES	1	.00	360.88	Logged
27532-	554	8	2/15/2013	32 NESTLE PURE LIFE DIRECT	3	.00	80.94	Logged
27533-	554	9	2/15/2013	65 BURKE, WILLIAMS & SORENSEN, LL	3	.00	11,024.00	Logged
27534-	554	10	2/15/2013	76 CAL-COAST IRRIGATION, INC.	1	.00	22.81	Logged
27535-	554	11	2/15/2013	90 CaIPERS LONG-TERM CARE PROGRAM	1	.00	84.25	Logged
27536-	554	12	2/15/2013	101 CITY OF SOLVANG	1	.00	13,580.00	Logged
27537-	554	13	2/15/2013	105 CITY OF BUELLTON	1	.00	21.08	Logged
27538-	554	14	2/15/2013	107 CITY OF LOMPOC	1	.00	1,666.66	Logged
27539-	554	15	2/15/2013	113 CITY OF SOLVANG	1	.00	1,562.16	Logged
27540-	554	16	2/15/2013	118 COASTAL COPY, LP	1	.00	180.98	Logged
27541-	554	17	2/15/2013	121 COC/BBA/VISITORS INFORMATION	1	.00	6,262.73	Logged
27542-	554	18	2/15/2013	122 COMCAST CABLE	1	.00	160.66	Logged
27543-	554	19	2/15/2013	142 DANIEL FITZGERALD dba	1	.00	960.00	Logged
27544-	554	20	2/15/2013	172 ECHO COMMUNICATIONS	1	.00	80.76	Logged
27545-	554	21	2/15/2013	187 FARM SUPPLY COMPANY	1	.00	230.97	Logged
27546-	554	22	2/15/2013	201 G E CAPITAL	1	.00	160.92	Logged
27547-	554	23	2/15/2013	203 GARY BROWN dba	1	.00	368.00	Logged
27548-	554	24	2/15/2013	263 JOHN SANCHEZ	1	.00	21.60	Logged
27549-	554	25	2/15/2013	280 LEE CENTRAL COAST NEWSPAPERS	1	.00	611.00	Logged
27550-	554	26	2/15/2013	285 SANTA MARIA TIMES dba	2	.00	208.94	Logged
27551-	554	27	2/15/2013	329 MICHAEL SINAY dba	1	.00	400.00	Logged
27552-	554	28	2/15/2013	342 NIELSEN BUILDING MATERIALS, INC	1	.00	22.17	Logged
27553-	554	29	2/15/2013	350 OLIVERA'S REPAIR, INC	2	.00	774.59	Logged
27554-	554	30	2/15/2013	352 P G & E	1	.00	15,390.62	Logged
27555-	554	31	2/15/2013	359 PABLO MUNOZ dba	1	.00	375.00	Logged
27556-	554	32	2/15/2013	379 POSTMASTER	1	.00	600.00	Logged
27557-	554	33	2/15/2013	380 PRAXAIR DISTRIBUTION, INC.	1	.00	127.28	Logged
27558-	554	34	2/15/2013	382 PROCARE JANITORIAL SUPPLY, INC	3	.00	379.35	Logged
27559-	554	35	2/15/2013	427 SB CO APCD	1	.00	792.88	Logged
27560-	554	36	2/15/2013	436 SB CO PUBLIC WORKS DEPARTMENT	1	.00	75.00	Logged
27561-	554	37	2/15/2013	438 SANTA YNEZ VALLEY HARDWARE	1	.00	168.84	Logged
27562-	554	38	2/15/2013	448 SB CO FIRE DEPARTMENT	4	.00	50,111.00	Logged
27563-	554	39	2/15/2013	450 SB CO SHERIFF'S DEPARTMENT	3	.00	138,956.11	Logged
27564-	554	40	2/15/2013	458 SHRM	1	.00	180.00	Logged
27565-	554	41	2/15/2013	464 SOLVANG CHAMBER OF COMMERCE	1	.00	210.00	Logged
27566-	554	42	2/15/2013	465 SP MAINTENANCE SERVICES, INC.	1	.00	2,821.00	Logged
27567-	554	43	2/15/2013	469 STAPLES CONTRACT & COMMERCIAL,	1	.00	283.62	Logged
27568-	554	44	2/15/2013	473 SPRINT SPECTRUM, L.P. dba	1	.00	33.82	Logged
27569-	554	45	2/15/2013	489 STEVE'S WHEEL & TIRE	2	.00	1,142.75	Logged
27570-	554	46	2/15/2013	507 THE GAS COMPANY	3	.00	544.67	Logged
27571-	554	47	2/15/2013	521 TODD PIPE & SUPPLY	1	.00	284.05	Logged
27572-	554	48	2/15/2013	529 TRANSFIRST	1	.00	351.67	Logged
27573-	554	49	2/15/2013	545 KROS ANDRADE dba	1	.00	295.04	Logged
27574-	554	50	2/15/2013	555 VERIZON CALIFORNIA	1	.00	2,209.94	Logged
27575-	554	51	2/15/2013	563 VORTEX INDUSTRIES, INC.	1	.00	499.95	Logged

Check-Run	Seq#	Date	Vendor Name	Checking	# Obls	Discount	Net amount	Status
27576-	554	52	2/15/2013	570 WAYNE KREPS, JR. dba	1	.00	32.39	Logged
27577-	554	53	2/15/2013	583 CAL NATIVE dba	1	.00	13.78	Logged
27578-	554	54	2/15/2013	598 ENGEL & GRAY, INC.	1	.00	5,324.01	Logged
27579-	554	55	2/15/2013	601 CITY OF ARROYO GRANDE	1	.00	360.00	Logged
27580-	554	56	2/15/2013	629 ED ANDRISEK	3	.00	556.36	Logged
27581-	554	57	2/15/2013	631 SB CO CLERK/RECORDER/ASSESSOR	3	.00	4,871.11	Logged
27582-	554	58	2/15/2013	655 COAST NETWORK, INC.	1	.00	522.50	Logged
27583-	554	59	2/15/2013	662 ANNETTE MUNOZ	1	.00	51.30	Logged
27584-	554	60	2/15/2013	668 ONE STOP AUTO PARTS	1	.00	132.04	Logged
27585-	554	61	2/15/2013	679 COURIER SYSTEMS	1	.00	200.73	Logged
27586-	554	62	2/15/2013	698 CALIFORNIA STATE DISBURSEMENT	1	.00	706.50	Logged
27587-	554	63	2/15/2013	700 MAILFINANCE, INC.	1	.00	1,163.16	Logged
27588-	554	64	2/15/2013	706 SATCOM GLOBAL, INC.	1	.00	41.97	Logged
27589-	554	65	2/15/2013	713 COASTAL COPY, LP	1	.00	484.92	Logged
27590-	554	66	2/15/2013	715 B & B STEEL & SUPPLY OF SANTA	1	.00	245.81	Logged
27591-	554	67	2/15/2013	718 AUTOSYS, INC.	1	.00	2,036.83	Logged
27592-	554	68	2/15/2013	744 GE CAPITAL INFO TECH SOLUTIONS	1	.00	500.05	Logged
27593-	554	69	2/15/2013	745 PEDRO DE LA CRUZ dba	1	.00	300.00	Logged
27594-	554	70	2/15/2013	768 WEX BANK	1	.00	1,781.51	Logged
27595-	554	71	2/15/2013	781 VALLEY CREST LANDSCAPE MAINT,	1	.00	7,395.00	Logged
27596-	554	72	2/15/2013	783 CAMBRON ROOFING AND WATERPROOF	1	.00	4,545.00	Logged
27597-	554	73	2/15/2013	788 CITY OF SANTA MARIA	1	.00	20,081.73	Logged
27598-	554	74	2/15/2013	789 COUNTY SANITATION COMPANY, INC	1	.00	2,925.00	Logged
						.00		
** Total check discount **						.00		
** Total check amount **						313,889.83		
						.00		

Payments via Electronic Fund Transfer (EFT):

P/R Tax	1/25/13	21.15
Jan Bank Charges-Rabo	1/31/13	180.00
PR Tax 2/14 Claims corr	1/31/13	1,768.38
FSA-Staff	1/31/13	755.63
Feb Life Ins Prem-Staff	2/4/13	484.65
Health Premium	2/5/13	15,156.57
Deferred Compensation Plan	2/5/13	12,168.62
Aflac Sup Ins	2/5/13	643.92
Retirement Contribution	2/7/13	21,005.22
FSA-Staff	2/15/13	755.63

Total \$ 52,918.62

FISCAL YEAR 2012-13 REVENUE AND EXPENDITURE RECAP

As of January 31, 2013
58.3%
of the year elapsed

<u>GENERAL FUND</u>	<u>Budgeted</u>	<u>Year to Date</u>	<u>% of Budget YTD</u>	<u>Cash Balance at 1/31/13</u>
Total Revenues (1)	\$4,296,365.00	\$2,863,761.71	67%	\$2,916,098.95
Total Expenditures (1)	\$5,017,791.00	\$2,829,978.76	56%	
<u>SPECIAL REVENUE FUNDS</u>	<u>Budgeted</u>	<u>Year to Date</u>	<u>% of Budget YTD</u>	<u>Cash Balance at 1/31/13</u>
Total Revenues	\$501,419.00	\$430,518.44	86%	\$1,875,375.61
Total Expenditures	\$1,164,304.00	\$408,533.78	35%	
<u>WATER/SEWER</u>	<u>Budgeted</u>	<u>Year to Date</u>	<u>% of Budget YTD</u>	<u>Cash Balance at 1/31/13</u>
Total Revenues	\$2,051,250.00	\$1,266,240.35	62%	\$5,021,385.62
Total Expenditures	\$2,698,458.00	\$1,276,582.38	47%	
<u>SUCCESSOR AGENCY</u>	<u>Budgeted</u>	<u>Year to Date</u>	<u>% of Budget YTD</u>	<u>Cash Balance at 1/31/13</u>
Total Revenues	\$0.00	\$65,240.82	N/A	\$29,672.51
Total Expenditures	\$0.00	\$1,790,272.49	N/A	

The Revenue Status Report and Expenditure Status Report are available for your review.

The Cash Balances as of February 19, 2013 are as follows:

Checking	Balance as of:	<u>FY 2011-12</u>	<u>FY 2012-13</u>
Rabobank	2/19/13	134,656.11	65,135.67
Total Checking		<u>134,656.11</u>	<u>65,135.67</u>
Savings/Investments			
L AIF-savings	1/31/13	13,429,693.24	12,564,648.42
Rabobank-money mkt	1/31/13	202,568.43	203,475.90
Morgan Stanley-bonds	1/31/13	375,000.00	126,410.54
Great Pacific-treasuries	1/31/13	0.00	500,505.00
First Empire-bonds	1/31/13	3,235,000.00	2,506,014.47
Total Savings/Investments		<u>17,242,261.67</u>	<u>15,901,054.33</u>
% of cash invested		21.94%	20.90%
Total Cash		<u><u>17,376,917.78</u></u>	<u><u>15,966,190.00</u></u>

- 1.) General Fund revenues and expenditures include Storm Water, Parks and Rec and Landscape Maintenance
2.)*Restricted cash of \$6,163,158.84 not included in general fund cash balance at 1/31/13

CITY OF BUELLTON
City Council Agenda Staff Report

City Manager Review: JHK
Council Agenda Item No.: 4

To: The Honorable Mayor and City Council

From: Annette Muñoz, Finance Director

Meeting Date: February 28, 2013

Subject: Consideration of Reallocation of Funding to People Helping People

BACKGROUND

At the April 26, 2012 Buellton City Council meeting Council approved funding of \$8,000 to People Helping People (PHP) to be allocated as follows: \$1,500 for Program Support (Food and Homelessness Prevention Programs), \$1,500 for the Advocates for Domestic and Child Abuse Prevention (ADCAP) and \$5,000 for the “Seeking Success” after school program at Jonata School. Since then, PHP has had an opportunity to raise additional funds that have a restricted use for the after school program. Therefore, PHP has requested that the \$5,000 originally allocated for the after school program be reallocated to PHP’s Food and Homelessness Prevention Programs.

FISCAL IMPACT

The item will not have any fiscal impact on the City.

RECOMMENDATION

That the City Council approve the reallocation of the \$5,000 originally allocated for the after school program to the Food and Homelessness Prevention Programs.

CITY OF BUELLTON
City Council Agenda Staff Report

City Manager Review: JHK
Council Agenda Item No.: 5

To: The Honorable Mayor and City Council

From: Planning Commission
By: Marc Bierdzinski, Planning Director

Meeting Date: February 28, 2013

Subject: Ordinance No. 13-02 – “An Ordinance of the City Council of the City of Buellton, California, Adopting Revisions to Title 19 (Zoning) of the Buellton Municipal Code (13-ZOA-01) Relating to Section 19.04.170.E.6.d, Community Identification Signs and Making Findings in Support Thereof” (Introduction and First Reading)

BACKGROUND

The Buellton Chamber of Commerce is interested in installing a community identification sign at the north end of the City in order to promote economic development. However, the current wording of the community identification sign section of the Municipal Code (Section 19.04.170.E.6.d) does not meet the needs from an economic development standpoint. Therefore, additional details and standards for these types of signs have been drafted.

The proposed wording is contained in Ordinance No. 13-02. New wording is underlined and deleted wording is in strikeout. The wording that has been added sets more parameters for the community identification sign, including size and height. The current wording for these types of signs could allow signs that are larger and taller than what is being proposed.

In summary, the following changes are proposed:

- Only one community identification sign shall be permitted (existing vested billboards do not count against this total). *The current code allows two of these signs*
- The sign shall be located within 100 feet of Highway 101 and is only allowed in the CR and M zoning districts. *The current code does not specify location or zoning*

- The sign shall be a maximum of 35 feet in height and the sign area shall be a maximum of 1,200 square feet. *The current code does not contain height or size standards*
- All lighting shall be directed downward. *The current code does not contain standards to protect night skies*
- The primary copy of the sign shall be the identification of Buellton to freeway travellers. However, a maximum of two Buellton or Santa Ynez Valley businesses may be listed on each face of the sign. The “Welcome to Buellton” message and the two businesses would each comprise 1/3 of the sign. *The current code does not permit businesses to be on the signs – this change is being proposed to promote economic development*
- The sign shall be sponsored by the City of Buellton or the Buellton Chamber of Commerce/Visitor’s Bureau. The businesses on the signs would be reviewed by the City’s Economic Development Task Force comprised of Chamber, staff, and City Council representatives. The task force would make recommendations to the Chamber. *The current code does not specify who can sponsor the sign*

These signs would still require review and approval by the Planning Commission. In addition, maintenance of the signs are addressed through existing Section 19.04.174(C) of the sign code. This section of the code applies to all signage in the City and is worded as follows:

All signs shall be maintained in a safe, legible condition, and shall not be in a state of disrepair. Sign face messages must be removed from an abandoned sign if a location has been out of business for six months or more; however, the sign structure may remain if property owner is actively pursuing a new tenant or buyer. “Disrepair” shall include, but not be limited to, burned out lights, broken sign faces or sign structures, peeling paint, and weathered or discolored sign faces or structures.

The Chamber of Commerce has provided draft examples of what such a sign would look like from a size and height standpoint from both directions on the freeway (Attachments 1 through 4).

At their January 17, 2013, public hearing, the Planning Commission adopted Resolution No. 13-01 (Attachment 5) which recommends that the City Council adopt the proposed Zoning Ordinance amendments.

ENVIRONMENTAL REVIEW

This project is exempt from the California Environmental Quality Act because it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

FISCAL IMPACT

No fiscal impacts are anticipated as a result of the proposed Zoning Ordinance Amendment.

RECOMMENDATION

That the City Council consider the introduction and first reading of Ordinance No. 13-02 – “An Ordinance of the City Council of the City of Buellton, California, Adopting Revisions to Title 19 (Zoning) of the Buellton Municipal Code (13-ZOA-01) Relating to Section 19.04.170.E.6.d, Community Identification Signs and Making Findings in Support Thereof” by title only and waive further reading.

ATTACHMENTS

- Ordinance No. 13-02
- Attachment 1 – Possible Sign (view southbound)
- Attachment 2 – Close up of southbound layout
- Attachment 3 – Possible Sign (view northbound)
- Attachment 4 – Close up of northbound layout
- Attachment 5 – Planning Commission Resolution No. 13-01

ORDINANCE NO. 13-02

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
BUELLTON, CALIFORNIA, AMENDING TITLE 19 (ZONING)
OF THE BUELLTON MUNICIPAL CODE (13-ZOA-01)
RELATING TO SECTION 19.04.170.E.6.d, COMMUNITY
IDENTIFICATION SIGNS AND MAKING FINDINGS IN
SUPPORT THEREOF**

SECTION 1: The Buellton Chamber of Commerce is interested in installing a community identification sign at the north end of the City in order to promote economic development. However, the current wording of the community identification sign section of the Municipal Code (Section 19.04.170.E.6.d) does not meet the needs from an economic development standpoint. Therefore, additional details and standards for these types of signs have been drafted. The Planning Commission held public hearings on January 3, 2013, and January 17, 2013, and reviewed the suggested changes to this section and has recommended approval of the changes on a 3-0 vote as noted in Planning Commission Resolution No. 13-01.

SECTION 2: All proceedings having been duly taken as required by law, and upon review of the information provided in the staff report, consideration of the testimony given at the public hearing, as well as other pertinent information, the City Council finds the following:

- A. Record.** Prior to rendering a decision on any aspect of the proposed zoning ordinance amendments, the City Council considered the following:
1. All public testimony, both written and oral, received in conjunction with the public hearings conducted by the Planning Commission on January 3, 2013, and January 17, 2013 (“Planning Commission Public Hearings”).
 2. All oral, written and visual materials presented by City staff in conjunction with the Planning Commission Public Hearings.
 3. All public testimony, both written and oral, received in conjunction with that certain public hearing conducted by the City Council on February 28, 2013 (“City Council Public Hearing”).
 4. All oral, written and visual materials presented by City staff in conjunction with the City Council Public Hearing.
 5. The following informational documents which, by this reference, are incorporated herein.

- a. That certain written report submitted to the City Council dated February 28, 2013 (the “Staff Report”).
- b. The report and recommendation of the Planning Commission approved on January 17, 2013, and set forth in Resolution No. 13-01.

B. Public Review. On the basis of evidence hereinafter listed, all administrative procedures and public participation requirements prescribed in the Buellton Zoning Ordinance have been lawfully satisfied:

1. A notice was published in a legal section of a newspaper on February 14, 2013 (the “Public Notice”), a minimum of ten (10) days in advance of the Public Hearing conducted on February 28, 2013.
2. The Public Notice was posted in three public locations on February 14, 2013, a minimum of 10 days in advance of the Public Hearing.

C. Environmental Clearance. This project is exempt from the California Environmental Quality Act because it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

D. Consistency Declarations. Based on (i) the evidence presented in the Staff Report (incorporated herein by reference), (ii) consultations with affected City Departments, and (iii) testimony and comments received in connection with the public hearing, the City Council does hereby declare as follows:

1. Zoning Ordinance Amendments.

a. **Findings:**

- i. The Amendment is in the interests of the general community welfare as it promotes economic development.
- ii. The Amendment is consistent with the General Plan, the requirements of state planning and zoning laws, and Title 19 of the Zoning Ordinance.
- iii. The Amendment is consistent with good zoning and planning practices.

SECTION 3:

THE CITY COUNCIL OF THE CITY OF BUELLTON DOES HEREBY ORDAIN AS FOLLOWS (ADDITIONS ARE UNDERLINED, DELETIONS ARE IN STRIKEOUT):

19.04.170 Sign Title

E. Prohibited Signs

6. Off-Premise Signs. Signs that advertise a business, activity or service that is not offered or sold on the premises, including billboards, except that the following are allowed:

d. ~~A~~ Community identification signs that identify Buellton to freeway travellers under the following conditions: , provided that no more than two such signs may be allowed, the signs shall not identify individual businesses, and the signs shall be subject to the approval of an exemption by the Planning Commission (Section 19.04.174(A)(2)).

- i. Only one community identification sign shall be permitted (existing vested billboards do not count against this total).
- ii. The sign shall be located within 100 feet of Highway 101 and is only allowed in the CR and M zoning districts.
- iii. The sign shall be a maximum of 35 feet in height and the sign area shall be a maximum of 1,200 square feet.
- iv. All lighting shall be directed downward.
- v. The primary copy of the sign shall be the identification of Buellton to freeway travellers. However, a maximum of two Buellton or Santa Ynez Valley businesses may be listed on each face of the sign. Each business shall be limited to a maximum of 1/3 of the area of the sign.
- vi. The sign shall be approved pursuant to the Planning Commission Exemption process identified in Section 19.04.174(A)(2) of this title.
- vii. The sign shall be for non-profit purposes and shall be sponsored by the City of Buellton or the Buellton Chamber of Commerce/Visitor's Bureau. Any charges received for identification on the sign shall be limited to covering the cost of the installation and ongoing maintenance of the sign.
- viii. Businesses to be located on the sign shall be approved by the Buellton Chamber of Commerce/Visitor's Bureau upon a recommendation from the City's Economic Development Task Force.
- ix. Maintenance of the sign shall be in accordance with Section 19.04.174(C) of this Title.

SECTION 4: If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance irrespective of the fact that any one or more sections, subsections, subdivision, sentences, clauses, phrases or portions thereof be declared invalid or unconstitutional.

SECTION 5: The City Clerk: (i) shall certify as to the passage of this Ordinance and shall cause the same to be published as required by law; (ii) is hereby authorized and directed to make typographical, grammatical and similar corrections in the final text of the Ordinance so long as such corrections do not constitute substantive changes in context; and (iii) cause the Buellton Municipal Code to be reprinted by deleting language contained within Section 3 of this Ordinance that is stricken and adding language that is underlined.

PASSED, APPROVED AND ADOPTED this _____ of March 2013.

Judith Dale
Mayor

ATTEST:

Linda Reid
City Clerk



Welcome to Buellton

ATTACHMENT 2

GATEWAY TO THE VALLEY

www.VisitBuellton.com

Wine and Chili Festival, March 17

Buellton Visitors Center (Exit Avenue of the Flags)

ATTACHMENT 3



Now Leaving
BUELLTON

UPCOMING EVENTS

Wine & Chili Festival
March 17

Plan your next trip at
WWW.VISITBUELLTON.COM

Planning Commission Resolution No. 13-01

A Resolution of the Planning Commission of the City of Buellton, California, Considering Recommendations to the City Council on Revisions to Title 19 (Zoning) of the Buellton Municipal Code (13-ZOA-01) Relating to Section 19.04.170.E.6.d, Community Identification Signs, and Making Findings in Support Thereof

SECTION 1: The Buellton Chamber of Commerce is interested in installing a community identification sign at the north end of the City in order to promote economic development. However, the current wording of the community identification sign section of the Municipal Code (Section 19.04.170.E.6.d) does not meet the needs from an economic development standpoint. Therefore, additional details and standards for these types of signs have been drafted and noted in Exhibit A to this resolution.

SECTION 2: All proceedings having been duly taken as required by law, and upon review of the information provided in the staff report, consideration of the testimony given at the public hearing, as well as other pertinent information, the Planning Commission finds the following:

- A. Record.** Prior to rendering a decision on any aspect of the proposed zoning ordinance amendments, the Planning Commission considered the following:
1. All public testimony, both written and oral, received in conjunction with that certain public hearings conducted by the Planning Commission on January 3, 2013, and January 17, 2013 (“Public Hearings”).
 2. All oral, written and visual materials presented by City staff in conjunction with the Public Hearings.
 3. The following informational documents which, by this reference, are incorporated herein.
 - a. That staff report submitted by the Planning Department dated January 17, 2013 (the “Staff Report”).
- B. Public Review.** On the basis of evidence hereinafter listed, all administrative procedures and public participation requirements prescribed in the Buellton Zoning Ordinance have been lawfully satisfied:
1. A notice was published in a newspaper on December 20, 2012 (the “Public Notice”), a minimum of ten (10) days in advance of the January 3, 2013, Public Hearing.
 2. The Public Notice and Agenda for the Public Hearing was posted in three conspicuous public places on December 20, 2012, a minimum of 10 days before the January 3, 2013, Public Hearing.

C. Environmental Clearance. This project is exempt from the California Environmental Quality Act because it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

D. Consistency Declarations. Based on (i) the evidence presented in the Staff Report (incorporated herein by reference), (ii) consultations with affected City Departments, and (iii) testimony and comments received in connection with the public hearing, the Planning Commission does hereby declare as follows:

1. Zoning Ordinance Amendments.

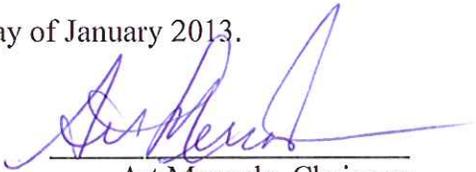
a. Findings:

- i. The Amendment is in the interests of the general community welfare as it promotes economic development.
- ii. The Amendment is consistent with the General Plan, the requirements of state planning and zoning laws, and Title 19 of the Zoning Ordinance.
- iii. The Amendment is consistent with good zoning and planning practices.

SECTION 3. The Planning Commission hereby recommends that the City Council adopt an ordinance to amend Title 19 of the Buellton Municipal Code in accordance with the changes noted on Exhibit A to this resolution.

SECTION 4. The Planning Commission Secretary shall certify as to the adoption of this Resolution and shall cause the same to be transmitted to the City Clerk for consideration by the City Council.

PASSED, APPROVED, AND ADOPTED this 17th day of January 2013.



Art Mercado, Chairman

Exhibit A – Draft Ordinance Wording

ATTEST:



Clare Barcelona, Planning Commission Secretary

STATE OF CALIFORNIA)
 COUNTY OF SANTA BARBARA) SS
 CITY OF BUELLTON)

I, Clare Barcelona, Planning Commission Secretary of the City of Buellton, do hereby certify that the above and foregoing Resolution No. 13-01 was duly passed and adopted by the Planning Commission of said City at a regular meeting thereof, held on the 17th day of January 2013, by the following vote, to wit:

AYES: (3) Commissioner Figueroa, Vice Chair Adams & Chairman Mercado

NOES: (0)

ABSENT: (2) Commissioner Fussel, Commissioner Reif,

IN WITNESS WHEREOF, I have hereunto set my hand this 17th day of January 2013.



 Clare Barcelona
 Planning Commission Secretary

CITY OF BUELLTON
City Council Agenda Staff Report

City Manager Review: JHK
Council Agenda Item No.: 7

To: The Honorable Mayor and City Council

From: Kyle Abello, Recreation Coordinator

Meeting Date: February 28, 2013

Subject: Discussion and Possible Changes Regarding Trips Offered by the Recreation Department

BACKGROUND

When the Recreation Center Coordinator was first hired nearly five years ago, she brought with her a wealth of experience from her previous career working with seniors and specifically in coordinating activities for older adults. Among the activities that were initiated along with the opening of the Buellton Community Recreation Center were longer term excursions to various destinations. Differing from the standard day trips to shows and museums that had been offered previously, these excursions represented a new enterprise for Buellton Recreation and the City.

As with any new project, there was initial concern regarding liability exposure so the City's Risk Manager at the time sought the advice of the City's insurer, California Joint Powers Insurance Authority (CJPIA). Through several meetings and phone consultations with Jim Gross, then the City's CJPIA representative, it was determined that other CJPIA member cities offered similar excursions and the risks associated with such trips could be mitigated through the judicious use of hold harmless agreements, liability waivers (see attachment), and securing additional insured coverage when working with independent travel companies. Satisfied with CJPIA's explanation, the Risk Manager at that time allowed the excursions to continue and many Buellton residents have taken advantage of the recreational opportunities over the last several years. Attached for your review are the recreation publications of several other cities that partner with independent travel companies including CJPIA member, City of Diamond Bar.

As the Recreation Center Coordinator gained experience and researched the best options for travel, she discovered that there were additional benefits to working with independent travel companies when planning these long term excursions. Besides the travel experience and tour contacts these private companies have accumulated from years in the business, they are able to offer discounted rates to our local residents by bundling small groups like ours together with other small groups across the country in order to secure

prices that would ordinarily only be available to extremely large travel groups. In addition, because these independent travel companies like Collette Vacations or Caravan were receiving assistance in registering and reaching out to our local population, they were able to pass on the commission that would normally be given to a travel agent as revenue to the City. This essentially opened up a new source of revenue to the City and amounts to several thousand dollars per trip. Another byproduct of offering trips through a travel company rather than organizing it directly is the fact that payment and liability are handled by the travel company. This results in less work for the City's Finance Department as no trip payments are processed through the City's accounts, and reduced liability exposure. A letter from David Cook, Regional Sales Manager for Collette Vacations, is attached to provide an overview of the history of service and benefits offered to residents who travel with their company.

Recently, the City Manager has heard liability concerns about long term excursions from Assistant Executive Officer/Buellton's interim CJPIA representative, Norman Lefmann. As noted in the attached letter, he is specifically concerned with the fact that a City employee accompanies the participants on trips, which increases the City's liability exposure that would otherwise be borne largely by the travel company in the absence of direct involvement by a paid City staff member. The reason that a staff member was originally traveling with trip participants was to take care of all the logistical snags like missed connections, lost luggage, hotel accommodations, and group coordination that make for a smooth travel experience, especially for seniors. Subsequent conversations in person with Mr. Lefmann have confirmed that this arrangement represents increased liability as it may imply that the City is directly sponsoring these excursions, rather than outsourcing the travel service through an independent company. However, if the trips through independent travel companies are promoted as such and no paid City staff member accompanies the group, this risk can be mitigated while continuing to provide a beneficial service to the community.

Therefore, staff recommends that the City Council continue to allow long term excursions through independent travel companies, without paid City employee supervision on the trips.

FISCAL IMPACT

If long term excursions are discontinued, the fiscal impact would be a decrease in projected Recreation revenues in the range of \$8,000-\$15,000 annually. The average commission to the City per trip is approximately \$3,000.

RECOMMENDATION

That the City Council continue to allow long term excursions through independent travel companies, without paid City employee supervision on the trips.

ATTACHMENTS

- Attachment 1 - Buellton's Hold Harmless Agreement & Liability Waiver
- Attachment 2 - Recreation Publications from the Cities of La Habra, Diamond Bar, and Pleasant Valley (Camarillo)
- Attachment 3 - Letter from David Cook, Collette Vacations
- Attachment 4 - Various References provided by Collette Vacations
- Attachment 5 - Letter from Norman Lefmann, California JPIA

Buellton Recreation Shuttle Excursion Registration Form

Destination: [redacted]
Fee: [redacted]
Location: [redacted] Lodging: [redacted]
Departure Time & Location: [redacted] Buellton Recreation 301 Second St. Buellton, CA 93427 (805) 688-1086
Return Departure Time: [redacted] Estimated time of return to Buellton: [redacted]
Name: [redacted]
Address: [redacted]
Home Phone: [redacted] Cell Phone: [redacted] Work Phone: [redacted]
E-mail address: [redacted]
Allergies or Medical Conditions: [redacted]
List of Medications: [redacted]
Emergency Contact: [redacted] Phone: [redacted] Cell: [redacted]

Registration Policy: Seats will be filled on a first come, first sold basis. The shuttle seats 14 passengers. Once all 14 seats have been sold you will be placed on a "stand-by" list. This list serves two purposes. First, if there are enough passengers on the stand by list a second shuttle may be reserved. Second, in the event of a passenger cancellation the stand-by list will be used to fill the available seat. Stand-by passengers will be called in the order in which they were received.

Cancellation: Should you need to cancel you must contact us yourself, either by telephone or in person. No one else will be able to cancel for you. Every attempt will be made to fill your space from our stand-by list. If your seat is filled, you will receive a full refund by check after the excursion date. Refund checks will be made out and mailed directly to the seat holder that cancels. Excursion fee does not constitute "ownership" of your seat. You may not sell or trade or barter your seat to anyone else.

Release and Waiver of Liability and Assumption of Risk Agreement

The cities of Buellton or Solvang are authorized to employ or utilize any emergency medical facility and the registered physicians or surgeons licensed under the provision so the medical staff of the facility of perform any necessary diagnosis or treatment deemed necessary. The undersigned understand that the undersigned are responsible for any and all charges incurred due to the treatment.

THE UNDERSIGNED HAVE CAREFULLY READ THIS RELEASE AND HEREBY AGREE TO HOLD THE CITIES OF BUELLTON AND SOLVANG, THEIR OFFICERS, AGENTS AND EMPLOYEES HARMLESS FROM AND AGAINST ANY AND ALL CAUSES OF ACTION, CLAIM, LIABILITIES, OBLIGATIONS, JUDGEMENTS OR DAMAGE, INCLUDING REASONABLE ATTORNEY'S FEES AND COSTS OF LITIGATION ARISING FROM ACTIVITIES IN THE PERFORMANCE OF THE RECREATION PROGRAM PROGRAM OR WHILE TRAVELLING TO, OR RETURNING FROM OR OUTSIDE THE ADVERTISED HOURS OF THE CITIES OF BUELLTON AND SOLVANG'S PARKS AND RECREATION PROGRAMS, EXCEPTING ONLY THOSE ACTIONS, CLAIMS, LIABILITIES, OBLIGATIONS, JUDGEMENTS OR DAMAGES ARISING OUT OF THE SOLE NEGLIGENCE OF THE CITY OF BUELLTON OR CITY OF SOLVANG. THE UNDERSIGNED IS/ARE AWARE THAT THIS IS A FULL RELEASE OF ALL LIABILITY AND SIGN IT OF THEIR OWN FREE WILL.

I AM AWARE OF THE RISKS INVOLVED IN MY PARTICIPATION IN RECREATION EVENTS OR ACTIVITIES
PRINT NAME: [redacted] SIGNATURE: [redacted]
DATE: [redacted]

Payment: Make checks payable to: City of Buellton or contact The Creation Station to pay by credit card

Return check and registration form to: The Creation Station Fabric & Quilt Shop
located at 252 E. Hwy 246 unit A, Buellton, CA 93427 Phone: (805) 693-0174

Office use only Reg date: 4-17-10 Payment method: cash
Cancel date: [redacted] Able to fill: [redacted] Refund sent: [redacted] Check #: [redacted]

April 2013

PALA CASINO

#9011.200
Monday, April 29th
Fee: \$15

DEPARTS: 9:00 AM..... RETURNS: 5:30 PM
Pala Casino offers something for everyone! With over 2,000 of the latest reel, slots, video poker, progressive machines and over 86 table games, all players will find their favorite! Make sure you reserve your seat early! Trip fee includes transportation and driver's tip.

May 2013

CATALINA: TWO DAY TOUR

#9044.200
May 2nd and May 3rd
Fee: \$299 pp. dbl., \$359 pp. sgl.
GUARANTEED DEPARTURE!

Exact times will be available 2 weeks prior to departure. Tour highlights include extensive guided sightseeing of Catalina with a local guide on an inter-island "Flexible Bus," one night deluxe hotel accommodation at the Pavilion Hotel, a newly-renovated luxury hotel

across from the beach in the heart of Avalon, travel to and from Catalina in less than an hour aboard a high-speed catamaran, and one meal (breakfast). A \$75 deposit is due now to reserve your spot on the tour. You will be invoiced six-eight weeks prior to your departure for the remaining balance. Optional travel protection/cancellation insurance is available for \$16 per person/double and \$28 per person single. For additional information on this tour, please visit us online at www.lahabrace.com or drop by the La Habra Community Center.

Extended Trips

The City of La Habra Trips and Tours Program offers the trips of a lifetime for you. We offer both domestic and international trips. All extended trips include airfare, hotel accommodations, tour guide, and some meals. If you do not see the destination you are looking for, please call and ask. For more information and/or for a detailed itinerary or to schedule a reservation appointment, please contact Katie Elmore at (562) 905-9708 or Katiee@lahabrace.com. Please note: prices are subject to change.

SAN ANTONIO FIESTA

April 18th to 23rd, 2013
Fees: \$1,799/PP Double • \$2,249/Single

Trip highlights include San Antonio Fiesta, the Alamo, San Antonio Riverwalk Cruise, Austin City Tour, Texas State Capitol, LBJ Ranch, LBJ Library Museum, San Antonio City Tour, San Jose Mission, IMAX Theatre, Buckhorn Hall of Horns Museum, Fredericksburg, Cowboy Dinner and Wildseed Farms. A \$300 per person deposit is required to hold a seat. All seats are based upon availability. Final payment is due 75 days prior to departure.

ALASKA INSIDE PASSAGE

May 31st to June 7th, 2013
Fees: \$2,074/PP Double
(Inside Stateroom, \$700 Single Supplement)
\$2,274/PP Double
(Ocean View Stateroom, \$900 Single Supplement)
\$2,674 PP Double
(Ocean View w/ Balcony, \$1,300 Single Supplement)

Trip highlights include seven night cruise on the Celebrity Solstice, all port charges, all meals, Fortunes Casino, swimming pools, Ketchikan, Tracy Arm Fjord, Juneau, Skagway, Alaska Inside Passage, and Victoria, British Columbia. A \$500 per person

deposit is required to hold a seat. All seats are based upon availability. Final payment is due 75 days prior to departure.

GREAT CANADIAN CITIES

June 12th to 19th, 2013
Fees: \$2,699/PP Double • \$3,449/Single

Trip highlights include Montreal City Tour, Notre Dame Cathedral, Via Rail Train, Quebec City Tour, the Citadel, Montmorency Falls, Ottawa City Tour, Niagara Fall City Tour, Maid of the Mist boat ride, *Oh Canada Eh?!* dinner show, and two night stays in Niagara Falls, Quebec City and Montreal. A \$300 per person deposit is required to hold a seat. All seats are based upon availability. Final payment is due 75 days prior to departure.

CAPE COD & THE ISLANDS

July 14th to 20th, 2013
Fees: \$1,999/PP Double • \$2,574/Single

Trip highlights include Cranberry Bog Tour, Provincetown, Boston City Tour, Plimoth Plantation, Plymouth Rock, Mayflower II, Hyannis, Cape Cod National Seashore, Martha's Vineyard Tour, Newport's Ocean Drive, Breakers Mansion Tour, Heritage Plantation, Sandwich and New England lobster dinner. A \$300 per person deposit is required to hold a seat. All seats are based upon availability. Final payment is due 75 days prior to departure.

EAST COAST ISLANDS, THE HAMPTONS & THE BIG APPLE

September 8th to 13th, 2013
Fees: \$2,099/PP Double • \$2,799/Single

Trip highlights include five nights at the Mohegan Sun Resort & Casino, Long Island Ferry, the Hamptons, Montauk Point Lighthouse, Sag Harbor, New York City Tour, Top of the Rock, Times Square, 9/11 Memorial, Block Island Ferry and Block Island Tour. A \$300 per person deposit is required to hold a seat. All seats are based upon availability. Final payment is due 75 days prior to departure.

SENIORS

Fantasy Springs Casino - Level 1

Spend the day in Indio at Fantasy Springs Casino. Upon arrival everyone gets \$20 to spend on their player's card. There is matinee Bingo from 2:30 until 4 pm. There is now a non-smoking and smoking area for Bingo. Bus will depart at 4pm, (after Bingo) for home. You must have a valid California ID with you to receive free play. Lunch is on your own.

AC: 107005 11 Age: 55+ Fee: \$20
 Date: 2/7 Day: Th Depart/Return: 8 am-6:30 pm

Palm Springs Follies - Level 2

Spend the day in Palm Springs; arrive into downtown by 11:30am for lunch and browsing on your own before checking in at the Plaza Theater for your 1:30pm matinee of the extraordinary Palm Springs Follies. Seating will be on the main floor and performance will be by multi-million selling recording artist, Lou Christie.

AC: 107004 11 Age: 55+ Fee: \$56
 Date: 2/21 Day: Th Depart/Return: 9:30 am-6:30 pm



Harrah's Rincon Casino - Level 1

Spend the day at this luxurious casino in Valley Center. We'll check in at 10:30am and enjoy a 5-hour stay. Everyone will receive \$25 in slot play. Harrah's offers over 1,600 slot machines, a poker room, and gaming tables inside the 55,000 square foot casino. The casino offers 8 different restaurants to dine at on your own.

AC:107006 11 Age: 55+ Fee: \$20
 Date: 3/7 Day: Th Depart/Return: 8:30 am-6 pm

Tour the U.S.S. Iowa Vessel - Level 3



The U.S.S. Iowa BB-61 will be an interactive tour experience that will allow the visitor to experience what sea on board Battleship Iowa was like during active duty. Tour is self-guided and NON-ADA compliant. We will have lunch at the 22nd Street Landing Seafood Grill & Bar near the ship. Entree choices are; Smoked Salmon Spinach Salad, Barbecue Chicken Salad, Chicken Marsala or Penne Pasta Primavera. Entrée choice due at time of registration. Don't miss this great experience!

AC:107007 11 Age: 55+ Fee: \$43
 Date: 3/28 Day: Th Depart/Return: 9 am-3:30 pm

SENIOR EXTENDED EXCURSIONS

Premier World Discovery

Premier World Discovery has partnered with the City of Diamond Bar to offer extended excursions. All trips offered are "all-inclusive" at 4 star accommodations. Travelers are picked up and dropped off at their doorstep. Trips may include cars, trains, planes, boats and motor coaches.

All-Inclusive Winter Getaway
 Featuring RIU Palace Macao, Punta Cana, Dominican Republic
 January 19, 2013 8 days
 \$2,249 per person double

Cruising The Hawaiian Island
 Featuring 2 Pre-Nights in Honolulu & Included Luau!
 February 7, 2013 10 days
 \$3,529 per person double

San Antonio Fiesta

Featuring 5 fun filled nights in San Antonio!
 April 18, 2013 6 days
 \$1,795 per person double

Pacific Coast Adventure

Featuring Seattle, Portland & San Francisco
 July 17, 2013 9 days
 \$2,250 per person double

Collette Vacations

Collette Vacations is a 90 year old group travel company that partners with the City of Diamond Bar. Collette Vacations only works with 4 star accommodations or better. All of the trips offered are "all-inclusive". Diamond Bar residents are picked up at their door and taken to a Los Angeles airport then returned home by car. Trips may include cars, planes, trains, boats, Costa Cruise ships and busses.

Washington D.C.

Featuring White House Visitor Center, Mount Vernon, Baltimore and MORE!
 March 20-26, 2013
 \$2,199 per person double

South Dakota

Featuring Mt. Rushmore, Black Hills Gold, Badlands National Park and MORE!
 June 11-17, 2013
 \$1,899 per person double

Best of Eastern Canada

Featuring Montreal, Quebec City, Ottawa, Niagara Falls & Toronto
 August 4-12, 2013
 \$3,049 per person double

Islands of New England

Featuring Boston, Providence, Cape Cod, Plymouth Rock and MORE!
 September 6-13, 2013
 \$2,349 per person double

Senior Services & Programs

Programs sponsored by the City of Diamond Bar and conducted at the Diamond Bar Center and Heritage Park.

For more information, contact the Recreation office at 909.839.7070 or 909.839.7068.

[Home](#)[Recreation](#)[Parks](#)[Administration](#)[How do I...](#)[Registration](#)[Contact Us](#)

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Go

[Homepage](#) > [Recreation](#) > [Senior Center](#) > Excursions

AA

[Email](#) [Print](#)

EXCURSIONS

The Pleasant Valley Senior Center runs an Excursion Program that includes day trips and extended tours. Staff collaborates with Main Street Tours and Collette Vacations. The trips are open to any adult and new people are always welcome. Most trips sell-out, so early registration is highly recommended. For more information about the excursions please call (805) 482-4881.

Let's Make a Deal

Thursday, January 31, 2013

ONLY \$32

Come join the PV Senior Center for an exciting trip to Los Angeles for a taping of "Let's Make a Deal!" You will have a chance to win big prizes on this classic game show and will also spend time at the Farmer's Market at the Grove. Seats are limited so sign-up today!

Chumash Casino & Solvang

Tuesday, March 5, 2013

ONLY \$70

We will start with a stop at the Rideau Vineyard for some wine tasting and then venture on to try our luck at the Chumash Casino. You'll have time to continue gambling or you may choose to catch a ride to explore some of the shops in the Danish Village of Solvang.

Trains of the Colorado Rockies

September 13-21, 2013 (9 days, 12 meals)

Only \$2,549 double occupancy. Includes airfare. Book by March 13, 2013 and save \$100!

Traverse the Colorado Rockies by train as you journey through the beauty of nature, alpine lakes, towering peaks, and rolling meadows.

Irish Splendor

November 6-13, 2013 (8 days, 9 meals)

Only \$2,749 double occupancy. Includes airfare. Book by May 6, 2013 and receive a special rate!

Savor the true essence of Ireland. Explore Dublin, The Guinness Storehouse, St. Patrick's Cathedral, Ashford Castle, and much more!



February 20, 2013

To Whom It May Concern,

Collette Vacations is the oldest tour operator in the United States, having offered escorted tours throughout the world since in 1918 from our headquarters in New England.

In our 95 years of doing business we have created a specialized model to cater to groups and their particular travel needs. Within the state of California alone we partner with over 25 different municipalities to offer travel to their residents. We offer a unique set of benefits and protections designed to protect these partners from liability as well as to protect their travelers from exposure.

We are the only travel company that insures the cities we work with as additionally insured on our \$50 million liability insurance policy. In the 25 years since our present CFO implemented our coverage, neither Collette nor any of our travel partners have ever been sued or found liable for an incident on a Collette Vacations trip.

Collette Vacations is also entirely debt-free; our finances are audited every year by Dun and Bradstreet and the results of those audits are publicly available. Our financial stability is also reflected in our “No Worries” travel protection waiver that promises Collette travelers full cash refund if a trip is cancelled right up until the day prior to departure.

Simply stated, we remove entirely the financial and liability risk to our travel partners and their travelers when they partner with Collette Vacations.

Our stability and security combined with our benefits make for a very appealing and profitable travel program for municipalities that offer programs to active adults and seniors. In addition to the actual commission paid to those cities we work with, we also offer special arrangements available only to groups, such as group discounts and hometown transfers to the departure airport. Our local Sales Representatives also provide

informational meetings to answer traveler's questions about each trip and departure briefings to make sure travelers embark on a trip feeling comfortable and confident about their tour.

Many of the cities we partner with find that they are able to offer residents the chance to travel that they might not otherwise enjoy if the opportunity weren't otherwise offered through their senior center or city parks and recreation department. Attached you will find several references from a number of cities that have been long term partners that detail their successes and experiences with Collette Vacations.

It has been our pleasure in recent years to safely and securely offer travel options to area residents through the Buellton Recreation Center. I sincerely hope that we may continue that partnership in the years to come! Please feel free to contact me directly if you have any questions.

Sincerely,

David Cook
Regional Sales Manager
Western United States
Tel: 866-537-1921
Email: dcook@collettevacations.com

ATTACHMENT 4



CITY OF NEWARK SENIOR CENTER

7401 Enterprise Drive • Newark, California 94560 • (510) 578-4840 • FAX (510) 745-1175

To Whom It May Concern

The Newark Senior Center has provided extended travel opportunities to its participants for eight years utilizing the services of Collette Vacations. We have been well served by the District Manager, Dan Smart, and the entire West Coast Sales Team. Assistance is just a phone call or an email away. We sincerely appreciate the great customer service that Collette has provided us over the years.

Marketing is made very easy for us with the full color brochures and the travel presentations offered at our site. There is no pressure to sign up; each person can make a decision at their leisure.

Those who travel with Collette often share their favorable trip experiences with staff of the Senior Center. There is always delight and praise for the trips organized by Collette; the quality of the hotels and venues booked, the courtesy of the motorcoach drivers, and the excellent tour guides.

We are pleased to recommend Collette to you for consideration of your travel needs. If you would like to speak to me in person I can be reached at (510) 578-4844.

Sincerely,

Margrith Reichmuth
Senior Center Supervisor



**COLLETTE
VACATIONS**

AUTHORIZATION

For Use of Name, Photograph or Statement

I, the undersigned, hereby acknowledge that Collette Travel Services, Inc., and/or any of its brands or any of its subsidiaries may use my name, photograph or any statements that I make, in their advertisements and promotional materials to promote the Company.

I hereby authorize and permit Collette Travel Services, Inc. to use my name, photograph or any statements attributable to me in their advertisements or promotional materials without any additional written authorization from me.

5/11/2011
DATE

Margrith Reichmuth
PRINT NAME

Margrith Reichmuth
SIGNATURE

7401 Enterprise Drive
ADDRESS

Newark CA 94560
CITY, STATE, ZIP

WITNESS

Please return the signed copy to Melissa McKee
at 180 Middle Street, Pawtucket, RI 02860 or fax to 401-727-1000.



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Russ Herrington

EXECUTIVE DIRECTOR

Maryann Rimoin

ASSISTANT DIRECTOR

Louise Sowerby

November 30, 2010

To Whom It May Concern,

My first experience with Collette Travel was through a charity I volunteered with. I took over the volunteer group travel leader spot from another volunteer who had years of successful experience with Collette.

Upon initial contact with my new account executive, I noted friendliness, professionalism and enthusiasm in his manner as well as an excellent understanding of our senior's unique travel wants and needs. All requests were met in a timely manner and the many questions I had were never considered as "silly" or "bothersome" but something he too might ask as a traveler.

I moved into a new volunteer group travel leader position at a different senior center and my first thought was to include Collette as a travel provider due to my positive experiences in the past. I was persuaded by their friendly, prompt service and excellent pricing. Their vast array of interesting and exciting trips were individualized to the needs of our seniors although their focus was on group travel. That ability to focus on the individual needs of each traveler (particularly seniors) as well as make them a part of a "traveling family" that you hate to leave by the end of the trip is unique. On a personal note, these friends can continue for a lifetime. I am still corresponding with a lady I met on a Collette tour to Croatia.

There was an initial obstacle to my traveling with Collette and that was my negative concept of group travel (which my husband also shared!) We thought group travel was for "old people" and that it didn't offer the adventure and flexibility in traveling we wanted. We were also concerned about being with the same people day after day on a crowded bus seeing the same canned highlights of each city.

All of our concerns were blown away by our first Collette travel experience! First of all the pre-selection of sites to visit offers more flexibility in that time isn't wasted in trying to decide what to do each day. There was an excellent balance of tour time and individual time. The tour guide was also a time saver because when it comes to researching the history and highlights of each place, they do it for you, bringing each destination to life. Adventure is everywhere. For example, going to a Croatian home, learning their life, eating their foods, drinking homemade wines, singing and dancing traditional songs created a unique experience.

Is group travel for “old people”? Definitely not. All the groups I’ve traveled with were adults of a variety of ages. As a matter of fact I see the people who travel with Collette as “ageless” adventurers in constant search of new experiences. The crowded buses I feared were beautiful, comfortable coaches with excellent drivers and knowledgeable tour directors.

There are many reasons why I would recommend a Collette tour. They are exciting, educational, interesting, friend-making and experience-making. The trips are cost effective and well organized. The people at Collette (particularly my account executive) are enthusiastic, always prompt to respond and prepared. They are excellent ambassadors of the travel industry. But the real reason I’d recommend and do travel with Collette is because it’s just plain old fashioned fun!

Very truly yours,

Karen Hill
Volunteer Group Travel Leader



**COLLETTE
VACATIONS**

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3/15/11
DATE

Karen L. Hill
PRINT NAME

Karen L. Hill
SIGNATURE

28203 Seamount Dr.
ADDRESS

Rancho Palos Verdes CA
CITY, STATE, ZIP 90275

Jo Anne Weber
WITNESS

Please return the signed copy to Melissa McKee
at 180 Middle Street, Pawtucket, RI 02860 or fax to 401-727-1000.

December 3, 2010

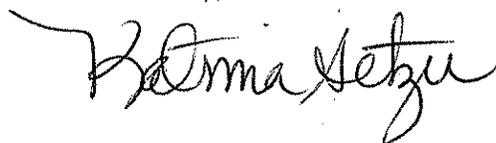
River Road Park has been travel partners with Collette Vacations for many years. We feel extremely comfortable traveling with Collette because they have proven to be reliable, flexible and organized. The people that work for Collette have become family. They do their best to offer great destinations at reasonable prices.

Some of the advantages of traveling with Collette...

1. Their great insurance plan. It's awesome! I have never seen one like it!
2. Friendly, competent staff. We love David.
3. Quick and timely correspondence.
4. Great destinations with knowledgeable charismatic Escorts.
5. No surprises or hidden costs. It is what it is.

I would recommend Collette Vacation to anyone who enjoys group travel. It's safe and a fun way to see the world.

Sincerely,



Katrina Setzer
Director of Senior Programs
River Road Park

Programs for All Ages



COLLETTE
VACATIONS

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4/30/11
DATE

Katrina Setzer
PRINT NAME

Katrina Setzer
SIGNATURE

1400 Lake Dr.
ADDRESS

Eugene, OR 97404
CITY, STATE, ZIP

Sandra Bull
WITNESS

Please return the signed copy to Melissa McKee
at 180 Middle Street, Pawtucket, RI 02860 or fax to 401-727-1000.

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RECREATION BOARD MEMBERS
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Telephone: (248) 674-4881 Fax: (248) 674-9103
www.twp.waterford.mi.us

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December 3, 2010

Collette Vacations
180 Middle St
Pawtucket, RI 02860-1013

To Whom It May Concern:

Waterford Parks and Recreation began working with Collette Vacations 1993 and is a company we would highly recommend to anyone interested in travel. The excellent quality and variety of tours make selling Collette tours an easy task. Our 50+ Recreation Travel Program is a success, and much of that success can be attributed to working with such an excellent company as Collette Vacations.

When our travelers return from a Collette vacation there are always wonderful comments and plenty of stories to share about their experiences. The Collette tour directors are extremely knowledgeable, accommodating and helpful, making every trip special. Many of our travelers may only take one trip-of-a-lifetime, and if it's a Collette vacation I am confident they will return a happy customer!

Ed McKenna is our Collette representative and definitely our go-to guy but he also has a great support staff in Erin Tracey. They make a very personable and professional team, and it is a pleasure to work with them.

I look forward to continuing our relationship with the Collette Vacations for many years.

Sincerely,



Cindy Choma
Waterford Parks and Recreation

«Moving Forward Together»



**COLLETTE
VACATIONS**

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5-12-11
DATE

Cindy Choma
PRINT NAME

Cindy Choma
SIGNATURE

5640 Williams Lake Rd
ADDRESS

Waterford MI 48329-3271
CITY, STATE, ZIP

Sheron M Hunt
WITNESS

Please return the signed copy to Melissa McKee
at 180 Middle Street, Pawtucket, RI 02860 or fax to 401-727-1000.



February 12, 2013

John Kunkel, City Manager
City of Buellton
P.O. Box 1819
Buellton, CA 93427-9722

Dear John:

Recently, you informed me that the City of Buellton is sponsoring out-of-state trips for residents of the city, and that city staff is accompanying the residents while on the trips.

From a risk management perspective, such trips represent a significant exposure for the city that is not easily mitigated. First, by virtue of the city's business there is little opportunity to control the risks, especially since it is outside the local area and involves substantial travel. Second, any lawsuit would name the city, despite waivers that might be in place. In the event of serious injury or death, plaintiffs would likely argue gross negligence on the part of the city.

Instead, the California JPIA would recommend that the city consider outsourcing the entire trip to an entity that is experienced in such activities. Doing so would transfer all risks to the entity that is planning, organizing, and controlling the event. The city could choose remain in a position of promoting the trip, yet must be careful as to not represent it as a city sponsored activity.

Respectfully,



Norman A. Lefmann
Assistant Executive Officer
California JPIA

CITY OF BUELLTON
City Council Agenda Staff Report

City Manager Review: JHK
Council Agenda Item No.: 8

To: The Honorable Mayor and City Council

From: Rose Hess, Public Works Director

Meeting Date: February 28, 2013

Subject: Resolution No. 13-01 – “A Resolution of the City Council of the City of Buellton, California, Regarding Parking Restrictions at Various Transit Stop Locations”

BACKGROUND

On February 14, 2013, the City Council reviewed the requests and evaluations made for parking restrictions at various transit stop locations. There are 5 transit stops, which have been identified by staff and the SYVT operators that have had safety issues arise during transit operations. Buses are supposed to stop directly in front of the bus shelter for access, however for these particular locations listed, there are either vehicles parked in place or parked too close for the bus driver to safely maneuver.

The Council had consensus for the following areas:

1. Avenue of Flags @ Second Street (Houston Liquor) – 60’ of white curb
2. Meadow View Drive @ Meadow Road (River View Park) – No curb markings
3. Highway 246 @ Park Circle (Ranch Club Mobile Home Park) – 60’ red curb
4. Highway 246 @ Valley Station Drive (west of Post Office) – 60’ red curb
5. McMurray Road (across from Theater) – additional 10’ of red curb

Staff was directed to return with the attached Resolution No. 13-01 and Exhibit A.

FISCAL IMPACT

Approval of curb painting will have minimal Fiscal Impact as the markings can be completed by staff.

RECOMMENDATION

That the City Council approve Resolution No. 13-01 – “A Resolution of the City Council of the City of Buellton, California, Regarding Parking Restrictions at Various Transit Stop Locations”

ATTACHMENTS

Resolution No. 13-01
Exhibit A

RESOLUTION NO. 13-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUELLTON, CALIFORNIA, REGARDING PARKING RESTRICTIONS AT VARIOUS TRANSIT STOP LOCATIONS

WHEREAS, certain portions of the Santa Barbara County Code, including Chapter 23: Motor Vehicles and Traffic, have been adopted as part of the Buellton Municipal Code; and

WHEREAS, California Vehicle Code Section 22507 and Section 23-11.1 of the Santa Barbara County Code authorizes the City Council, by Resolution, to designate limited, no parking, loading, and bus zones; and

WHEREAS, Section 23-11.1(a) of the Santa Barbara County Code designates that a red curb shall mean no stopping, standing or parking at any time except as permitted by the California Vehicle Code except that a bus may stop in a red zone marked or signed as a bus zone; and

WHEREAS, the City has received requests based on operational safety from the Santa Ynez Transit Services to apply parking restrictions at these transit stop locations; and

WHEREAS, the City Council finds that it is in the best interests of the community and the transit operators to restrict parking, with appropriate red curb markings and white curb markings, to provide safe zones for the transition and parking of the transit vehicles; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Buellton does hereby resolve, determine, and order as follows:

SECTION 1. The City Council hereby finds that the above recitations are true and correct and, accordingly, are incorporated as a material part of this Resolution.

SECTION 2. The City Council hereby restricts parking for 60 feet on Avenue of Flags south of Second Street (white curb), on Highway 246 west of Park Circle (red curb), on Highway 246 east of Valley Station (red curb), and on McMurray Road north of Highway 246 (red curb), as shown on Exhibit "A" attached hereto and incorporated by this reference.

SECTION 3. The City Council hereby approves and directs to the installation (and subsequent maintenance) of red curb markings and white curb markings at the four locations as shown on Exhibit "A."

SECTION 4. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED and ADOPTED this 28th day of February, 2013.

Judith Dale
Mayor

ATTEST:

Linda Reid
City Clerk

EXHIBIT A

1. Avenue of Flags @ Second Street



2. Highway 246 @ Park Circle



3. Highway 246 @ Valley Station



4. McMurray Road

