



CITY OF BUELLTON

CITY COUNCIL AGENDA

**Regular Meeting of April 12, 2012 – 6:00 p.m.
City Council Chambers, 140 West Highway 246
Buellton, California**

Materials related to an item on this agenda, as well as materials submitted to the City Council after distribution of the agenda packet, are available for public inspection in the Office of the City Clerk, located at 107 West Highway 246, during normal business hours.

CALL TO ORDER

Mayor Holly Sierra

PLEDGE OF ALLEGIANCE

Council Member Leo Elovitz

ROLL CALL

Council Members Ed Andrisek, Judith Dale, Leo Elovitz, Mayor Pro Tem Dave King, and Mayor Holly Sierra

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 Any Council Member, the City Attorney, or the City Manager may request that an item be withdrawn from the Consent Agenda to allow for full discussion.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 March 22, 2012 City Council Meeting**
- 2. List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2011-12**
- 3. Agreement for Supplemental Funding for Mental Health Mobile Crisis Services for Fiscal Years 2012-2015**

PRESENTATIONS

4. Proclamation Recognizing National Library Week - April 8-14, 2012

PUBLIC HEARINGS

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)

- 5. Review of Number 1 Priority Action Items from Vision Plan**
❖ (Staff Contact: Planning Director Bierdzinski)
- 6. Approval of Measure A Safe Routes to School Grant Cooperative Agreement**
❖ (Staff Contact: City Engineer Hess)
- 7. Possible Funding of Printing of Economic Development Brochures**
❖ (Staff Contact: Planning Director Bierdzinski)

CITY MANAGER’S REPORT

ADJOURNMENT

The next meeting of the City Council will be held on Thursday, April 26, 2012 at 6:00 p.m.

CITY OF BUELLTON

CITY COUNCIL MEETING MINUTES

Regular Meeting of March 22, 2012

**City Council Chambers, 140 West Highway 246
Buellton, California**

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

Council Member Ed Andrisek led the Pledge of Allegiance

ROLL CALL

Present: Council Members Ed Andrisek, Judith Dale, Leo Elovitz, Mayor Pro Tem Dave King, and Mayor Holly Sierra

Staff: City Manager John Kunkel, City Attorney Ralph Hanson (Via Telephone), Public Works Director/City Engineer Rose Hess, Deputy City Engineer Jeff Edwards, Planning Director Marc Bierdzinski, Station Commander Lt. Julie McCammon, Lt. Brad McVay, and City Clerk Linda Reid

REORDERING OF AGENDA

None

PUBLIC COMMENTS

Lieutenant Julie McCammon introduced Buellton's new Lieutenant Brad McVay, who will start April 2, 2012. Lieutenant McVay spoke to the Council and said he's looking forward to an excellent relationship with Buellton.

Mark Preston, Buellton, requested that staff locate the 1991-1992 Cal Poly Study so it can be compared with the new Cal Poly Study.

CONSENT CALENDAR

- 1. Minutes of March 8, 2012 Regular City Council Meeting**
- 2. List of Claims to be Approved/Ratified for Payment to Date for Fiscal Year 2011-12**

3. **Resolution No. 12-09 – “A Resolution of the City Council of the City of Buellton, California, Authorizing the Filing of a Claim with the Santa Barbara County Association of Governments for Allocation of Transportation Development Act Funds for Fiscal Year 2012-13”**
4. **Receive and File the 2011 Annual Report on Status of the General Plan**

MOTION:

Motion by Mayor Pro Tem King, seconded by Council Member Andrisek approving Items 1 through 4 of the consent calendar as listed.

VOTE:

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

PRESENTATIONS

None

PUBLIC HEARINGS

5. **Resolution No. 12-06 – “A Resolution of the City Council of the City of Buellton, California, Adopting the Measure A Five-Year Local Program of Projects for Fiscal Years 2012/2013 – 2016/2017”**

RECOMMENDATION:

That the City Council consider the adoption of Resolution No. 12-06.

STAFF REPORT:

City Engineer Hess presented the staff report.

DOCUMENTS:

Staff Report with attachments (Resolution No. 12-06)

SPEAKERS/DISCUSSION:

Mayor Sierra opened the Public Hearing at 6:10 p.m.

John Dorwin, Buellton, asked that the City request as much “sidewalk money” as possible and questioned the status of the funding for the sidewalk in front of the Shell Station. City Engineer Hess stated that the money has been allocated for the sidewalk in front of the Shell Station and that staff awaits permits from Caltrans.

There being no further public comment, Mayor Sierra closed the Public Hearing at 6:13 p.m.

The City Council discussed the importance of adding additional sidewalks on Highway 246.

MOTION:

Motion by Council Member Dale, seconded by Mayor Pro Tem King approving and adopting Resolution No. 12-06 – “A Resolution of the City Council of the City of Buellton, California, Adopting the Measure A Five-Year Local Program of Projects for Fiscal Years 2012/2013 – 2016/2017”

VOTE:

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

COUNCIL MEMBER COMMENTS

Council Member Dale announced that she met with residents at Ranch Club Mobile Estates and they would like to see the new light fixtures on Highway 246 extended west to the City limits. Residents also requested that the speed limit of 35 miles per hour be extended to the second driveway of Ranch Club Mobile Estates and that additional crosswalks be installed.

Council Member Andrisek requested that staff contact Caltrans and request a slurry coat on West Highway 246 from the Avenue of Flags, as the current partial improvement is very unsightly and takes away from the new streetscape project. Mayor Sierra stated that she and Supervisor Farr are working to correct this issue. The Council agreed by consensus that the Mayor should send a letter to Caltrans requesting a slurry coat.

Mayor Sierra announced that she attended the Chamber Mixer at Santa Ynez Valley Properties and that it was great. Ms. Sierra announced that she also attended the “mortgage burning” ceremony at the Church at the Crossroads and congratulated the church members on paying off their mortgage. Ms. Sierra disclosed that she met with Joel Mann and Ted Moore and listened to their plans for the Village Project.

COUNCIL ITEMS

Mayor Sierra and the Council recognized John Sanchez for his 30 years of service to the City of Buellton and presented him with a cake and card.

WRITTEN COMMUNICATIONS

None

COMMITTEE REPORTS

Mayor Andrisek announced that he attended the Central Coast Water Authority Board Meeting and provided an oral report regarding the meeting.

Mayor Sierra announced that she attended board meetings for Santa Barbara County Association of Governments and Air Pollution Control District and provided oral reports regarding the meetings.

Council Member Dale announced that she attended the Library Advisory Committee Meeting and provided an oral report regarding the meeting.

BUSINESS ITEMS**6. Presentation by Mary Conway of the Santa Ynez Valley Youth Coalition Regarding Second Hand Smoke and Tobacco Retailer Licensing****SPEAKERS/DISCUSSION:**

Mary Conway, Coordinator for the Santa Ynez Valley Youth Coalition spoke about the effects of second hand smoke and provided a handout for the record.

Trina Long, Health Educator with the Santa Barbara County Public Health Department spoke about the effects of exposure to second hand smoke and potential addiction to nicotine.

Debra Weinstein, M.D., Chairperson for Santa Ynez Valley Youth Coalition, spoke about the effects of nicotine, and second and third hand smoke.

Rodney Roberts, Solvang, spoke about the effects of nicotine on kids.

DIRECTION:

The City Council agreed by consensus to have staff prepare an ordinance addressing tobacco retail licensing and second hand smoke.

7. Review and Direction on Number 1 Priority Action Items from Vision Plan**RECOMMENDATION:**

That the City Council consider the priority 1 action items and direct staff accordingly.

STAFF REPORT:

Planning Director Bierdzinski presented the staff report.

DOCUMENTS:

Staff Report with attachment (Action item summary, matrix, and comments from Council Member Elovitz)

SPEAKERS/DISCUSSION:

The following individuals spoke about their priority action items from the Vision Plan:

- Peggy Brierton, Buellton (provided a handout for the record)
- Larry Bishop, Buellton (provided a handout for the record)
- Ron Anderson, Buellton
- John Peterson, Buellton
- Puck Erickson, Los Olivos
- Mark Preston, Buellton

Judi Stauffer provided a handout for the record, dated March 14, 2012.

The City Council discussed the following issues:

- Economic Development
- Branding
- Avenue of Flags Plan
- Boards and Commissions
- Enhanced Communications/Public Relations/Intern
- Festivals and Events/Farmer's Market
- Parking District on the Avenue of Flags

DIRECTION:

The City Council agreed by consensus to have staff bring back the key priorities as outlined above from the Vision Plan at the April 12 Council meeting.

8. Consideration of Video Taping Council Meetings

RECOMMENDATION:

That the City Council consider the options of videotaping City Council meetings and direct staff accordingly.

STAFF REPORT:

City Clerk Reid presented the staff report.

SPEAKERS/DISCUSSION:

Silvio Motta, media expert, discussed the technical aspects of videotaping Council meetings.

The City Council discussed the following issues:

- Allowing residents to watch Council meetings from home
- Broadcasting Council meetings live on Comcast/internet
- Conducting a survey to see whether there is interest in viewing Council meetings

DIRECTION:

The City Council agreed by consensus to direct staff to conduct a survey as to whether the public would like to watch Council meetings on television or via the internet in order to determine whether to videotape Council meetings.

9. Resolution No. 12-08 – “A Resolution of the City Council of the City of Buellton, California, Calling and Giving Notice of the Holding of an Election to be Consolidated with the General Election to be Held on Tuesday, November 6, 2012 for the purpose of Submitting a Measure to the Qualified Voters of Buellton Regarding Term Limits for City Council Members”

RECOMMENDATION:

That the City Council approve and adopt Resolution No. 12-08.

STAFF REPORT:

City Attorney Hanson presented the staff report.

DOCUMENTS:

Staff Report with attachment (Resolution No. 12-08)

SPEAKERS/DISCUSSION:

The City Council discussed the following issues:

- Modifying the Resolution to add “if no one runs for office, a seated Council Member can run for a fourth consecutive term”.

Peggy Brierton, Buellton, stated she opposes term limits.

MOTION:

Motion by Council Member Andrisek, seconded by Council Member Dale approving and adopting Resolution No. 12-08 – “A Resolution of the City Council of the City of Buellton, California, Calling and Giving Notice of the Holding of an Election to be Consolidated with the General Election to be Held on Tuesday, November 6, 2012 for the purpose of Submitting a Measure to the Qualified Voters of Buellton Regarding Term Limits for City Council Members”, with the modifying language referenced above.

VOTE:

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

10. Discussion Regarding Life Insurance for Staff**RECOMMENDATION:**

That the City Council consider group life insurance for employees and if chosen, determine which amount of coverage to provide.

STAFF REPORT:

Human Resources Director Reid presented the staff report.

DOCUMENTS:

Staff Report with attachment (Hartford life insurance proposal)

DISCUSSION:

The City Council discussed providing life insurance to employees and Council Members.

MOTION:

Motion by Council Member Dale, seconded by Mayor Pro Tem King approving group life insurance for employees in the amount of \$20,000 per person for employees and Council Members, with premium paid for employees and Council Members paying their own premium, with an effective date of July 1, 2012.

VOTE:

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

CITY MANAGER’S REPORT

City Manager Kunkel announced that he is still holding weekly Criterium meetings. Mr. Kunkel also announced that the promotion ceremony for Brad McVay is scheduled for March 29 at 2:00 p.m.

ADJOURNMENT

Mayor Sierra adjourned the regular meeting at 8:30 p.m. The next regular meeting of the City Council is scheduled for Thursday, April 12, 2012 at 6:00 p.m.

Holly Sierra
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
April 12, 2012 Council Meeting.

Listed below is a brief summary of the attached claims:

| | | | |
|--|--------------------------------|---------|-----------------------------|
| | EXHIBIT A | | \$ 238,287.12 |
| | EXHIBIT B | | \$ 47,088.53 |
| | Payroll | 3/15/12 | \$ 35,828.19 |
| | Council Pay | 3/23/12 | \$ 2,327.00 |
| | Payroll | 3/31/12 | \$ 39,362.64 |
| | TOTAL AMOUNT OF CLAIMS: | | <u>\$ 362,893.48</u> |

| | <u>FY 2010-11</u> | <u>FY 2011-12</u> |
|--|-------------------|-------------------|
| The total amount of claims and demands paid by the City for the Fiscal Year through April 4, 2012 | \$ 5,400,538.88 | \$ 6,727,556.93 |

**AUTHORIZATION IS HEREBY GIVEN TO THE CITY TREASURER TO PAY ALL CLAIMS
 AS REVENUES BECOME AVAILABLE.**

| Check-Run | Seq# | Date | Vendor Name | Checking | # Obls | Discount | Net amount | Status |
|-----------|------|------|-------------|-------------------------------------|--------|----------|------------|--------|
| 26142- | 508 | 1 | 3/19/2012 | 698 CALIFORNIA STATE DISBURSEMENT | 1 | .00 | 1,613.50 | Logged |
| 26143- | 509 | 1 | 3/22/2012 | 0 CHRIS GIL | 1 | .00 | 190.00 | Logged |
| 26144- | 509 | 2 | 3/22/2012 | 0 SARAH BARTER | 1 | .00 | 24.23 | Logged |
| 26145- | 509 | 3 | 3/22/2012 | 16 ALL AROUND LANDSCAPE SUPPLY | 3 | .00 | 194.94 | Logged |
| 26146- | 509 | 4 | 3/22/2012 | 62 BUELLTON MEDICAL CENTER | 1 | .00 | 370.00 | Logged |
| 26147- | 509 | 5 | 3/22/2012 | 65 BURKE, WILLIAMS & SORENSEN, LL | 4 | .00 | 10,338.00 | Logged |
| 26148- | 509 | 6 | 3/22/2012 | 76 CAL-COAST IRRIGATION, INC. | 4 | .00 | 194.94 | Logged |
| 26149- | 509 | 7 | 3/22/2012 | 79 CALIF. RURAL WATER ASSOCIATION | 1 | .00 | 250.00 | Logged |
| 26150- | 509 | 8 | 3/22/2012 | 90 CaIPERS LONG-TERM CARE PROGRAM | 1 | .00 | 84.25 | Logged |
| 26151- | 509 | 9 | 3/22/2012 | 118 COASTAL COPY, LP | 1 | .00 | 352.93 | Logged |
| 26152- | 509 | 10 | 3/22/2012 | 119 CRAIG ADAMS | 1 | .00 | 100.00 | Logged |
| 26153- | 509 | 11 | 3/22/2012 | 121 COC/BBA/VISITORS INFORMATION | 1 | .00 | 6,964.99 | Logged |
| 26154- | 509 | 12 | 3/22/2012 | 161 STATE OF CALIFORNIA - DOJ | 1 | .00 | 32.00 | Logged |
| 26155- | 509 | 13 | 3/22/2012 | 193 FIRST NATIONAL BANK OF OMAHA | 5 | .00 | 3,518.42 | Logged |
| 26156- | 509 | 14 | 3/22/2012 | 199 FOSTER D. REIF | 1 | .00 | 100.00 | Logged |
| 26157- | 509 | 15 | 3/22/2012 | 230 HPC/EAGLE ENERGY | 1 | .00 | 1,291.03 | Logged |
| 26158- | 509 | 16 | 3/22/2012 | 242 JASON L. FUSSEL | 1 | .00 | 100.00 | Logged |
| 26159- | 509 | 17 | 3/22/2012 | 282 LAWSON PRODUCTS, INC | 1 | .00 | 105.49 | Logged |
| 26160- | 509 | 18 | 3/22/2012 | 285 SANTA MARIA TIMES dba | 2 | .00 | 215.09 | Logged |
| 26161- | 509 | 19 | 3/22/2012 | 303 ART MERCADO | 1 | .00 | 100.00 | Logged |
| 26162- | 509 | 20 | 3/22/2012 | 326 MNS ENGINEERS, INC. | 11 | .00 | 64,067.25 | Logged |
| 26163- | 509 | 21 | 3/22/2012 | 342 NIELSEN BUILDING MATERIALS, INC | 1 | .00 | 73.89 | Logged |
| 26164- | 509 | 22 | 3/22/2012 | 352 P G & E | 1 | .00 | 16,521.40 | Logged |
| 26165- | 509 | 23 | 3/22/2012 | 395 RAFAEL RUIZ CLEANING | 3 | .00 | 4,707.00 | Logged |
| 26166- | 509 | 24 | 3/22/2012 | 450 SB CO SHERIFF'S DEPARTMENT | 2 | .00 | 88,776.37 | Logged |
| 26167- | 509 | 25 | 3/22/2012 | 469 STAPLES CONTRACT & COMMERCIAL, | 1 | .00 | 132.23 | Logged |
| 26168- | 509 | 26 | 3/22/2012 | 489 STEVE'S WHEEL & TIRE | 1 | .00 | 660.31 | Logged |
| 26169- | 509 | 27 | 3/22/2012 | 507 THE GAS COMPANY | 2 | .00 | 348.73 | Logged |
| 26170- | 509 | 28 | 3/22/2012 | 554 VENCO WESTERN, INC. | 2 | .00 | 11,842.42 | Logged |
| 26171- | 509 | 29 | 3/22/2012 | 556 VERIZON WIRELESS | 1 | .00 | 314.88 | Logged |
| 26172- | 509 | 30 | 3/22/2012 | 570 WAYNE KREPS, JR. dba | 2 | .00 | 69.50 | Logged |
| 26173- | 509 | 31 | 3/22/2012 | 582 VINTAGE WALK, LLC OWNERS ASSOC | 1 | .00 | 104.00 | Logged |
| 26174- | 509 | 32 | 3/22/2012 | 589 GERALD T. WITCHER | 1 | .00 | 100.00 | Logged |
| 26175- | 509 | 33 | 3/22/2012 | 598 ENGEL & GRAY, INC. | 1 | .00 | 4,357.32 | Logged |
| 26176- | 509 | 34 | 3/22/2012 | 610 IKON FINANCIAL SERVICES | 1 | .00 | 498.89 | Logged |
| 26177- | 509 | 35 | 3/22/2012 | 654 HENRY L. HUDSON dba | 1 | .00 | 21.55 | Logged |
| 26178- | 509 | 36 | 3/22/2012 | 655 COAST NETWORX, INC. | 3 | .00 | 6,281.61 | Logged |
| 26179- | 509 | 37 | 3/22/2012 | 668 ONE STOP AUTO PARTS | 1 | .00 | 195.43 | Logged |
| 26180- | 509 | 38 | 3/22/2012 | 677 WALLACE GROUP | 1 | .00 | 883.00 | Logged |
| 26181- | 509 | 39 | 3/22/2012 | 704 PAUL SMITH | 1 | .00 | 62.13 | Logged |
| 26182- | 509 | 40 | 3/22/2012 | 706 SATCOM GLOBAL, INC. | 1 | .00 | 40.03 | Logged |
| 26183- | 509 | 41 | 3/22/2012 | 713 COASTAL COPY, LP | 1 | .00 | 483.80 | Logged |
| 26184- | 509 | 42 | 3/22/2012 | 714 SIERRA TURF, INC. | 1 | .00 | 2,000.00 | Logged |
| 26185- | 509 | 43 | 3/22/2012 | 728 KIMBERLEY LECLAIRE dba | 1 | .00 | 35.00 | Logged |
| 26186- | 509 | 44 | 3/22/2012 | 11142 CHRISTOPHE MILLNER | 1 | .00 | 564.90 | Logged |
| 26187- | 509 | 45 | 3/22/2012 | 11163 DAN POSNEY dba | 1 | .00 | 126.00 | Logged |
| 26188- | 509 | 46 | 3/22/2012 | 11166 DIANE CURRIDEN | 1 | .00 | 196.00 | Logged |
| 26189- | 509 | 47 | 3/22/2012 | 11236 GARY GENE JOHNSON dba | 1 | .00 | 417.00 | Logged |
| 26190- | 509 | 48 | 3/22/2012 | 11292 JOSHUA A. GRANT | 1 | .00 | 136.50 | Logged |
| 26191- | 509 | 49 | 3/22/2012 | 11300 KAREN PALMER | 1 | .00 | 63.00 | Logged |
| 26192- | 509 | 50 | 3/22/2012 | 11321 LAURA COGAN | 1 | .00 | 120.00 | Logged |
| 26193- | 509 | 51 | 3/22/2012 | 11343 MARIANNE MADSEN | 1 | .00 | 324.00 | Logged |
| 26194- | 509 | 52 | 3/22/2012 | 11476 STEPHEN F. DUNLAP | 1 | .00 | 252.00 | Logged |

Run date: 04/04/2012 @ 08:19
Bus date: 03/31/2012

City of Buellton
Check Summary Report

EXHIBIT A
Page 2 of 2

| Check-Run | Seq# | Date | Vendor Name | Checking | # Obls | Discount | Net amount | Status |
|----------------------------|------|------|-------------|-----------------------------------|------------|----------|------------|--------|
| 26195- | 509 | 53 | 3/22/2012 | 11525 VICTORIA L. BENNETT | 1 | .00 | 84.00 | Logged |
| 26196- | 510 | 1 | 4/02/2012 | 450 SB CO SHERIFF'S DEPARTMENT | 1 | .00 | 5,673.67 | Logged |
| 26197- | 510 | 2 | 4/02/2012 | 698 CALIFORNIA STATE DISBURSEMENT | 1 | .00 | 1,613.50 | Logged |
| | | | | | .00 | | | |
| ** Total check discount ** | | | | | .00 | | | |
| ** Total check amount ** | | | | | 238,287.12 | | | |
| ** Total void discount ** | | | | | .00 | | | |
| ** Total void amount ** | | | | | .00 | | | |

Payments via Electronic Fund Transfer (EFT):

| | | |
|-----------------------------|---------|---------------------------|
| Payroll Taxes | 3/15/12 | 10,121.80 |
| FSA - Staff | 3/15/12 | 646.33 |
| FSA - Council | 3/23/12 | 100.00 |
| Payroll Taxes - CC | 3/23/12 | 120.70 |
| FSA - Staff | 3/30/12 | 698.33 |
| Health Premium | 4/3/12 | 13,232.99 |
| Deferred Compensation Plan | 4/3/12 | 10,387.50 |
| Payroll Taxes | 4/4/12 | 11,035.02 |
| Use Tax 1st Qtr 2012 | 4/4/12 | 421.00 |
| Aflac Sup Ins-Staff/Council | 4/4/12 | 324.86 |
| Total | | <hr/> \$ 47,088.53 |

FISCAL YEAR 2011-12 REVENUE AND EXPENDITURE RECAP

As of February 29, 2012

66.7%

of the year elapsed

| <u>GENERAL FUND</u> | <u>Budgeted</u> | <u>Year to Date</u> | <u>% of Budget YTD</u> |
|----------------------|-----------------|---------------------|------------------------|
| Total Revenues | \$3,948,016.00 | \$2,501,986.42 | 63% |
| Total Expenditures | \$4,089,459.00 | \$2,765,866.04 | 68% |
| | | | |
| <u>SPECIAL FUNDS</u> | <u>Budgeted</u> | <u>Year to Date</u> | <u>% of Budget YTD</u> |
| Total Revenues | \$584,349.00 | \$480,650.38 | 82% |
| Total Expenditures | \$2,240,746.00 | \$1,785,822.12 | 80% |
| | | | |
| <u>WATER/SEWER</u> | <u>Budgeted</u> | <u>Year to Date</u> | <u>% of Budget YTD</u> |
| Total Revenues | \$2,044,800.00 | \$1,343,442.27 | 66% |
| Total Expenditures | \$2,605,396.00 | \$1,705,452.23 | 65% |
| | | | |
| <u>RDA</u> | <u>Budgeted</u> | <u>Year to Date</u> | <u>% of Budget YTD</u> |
| Total Revenues | \$825,000.00 | \$425,021.16 | 52% |
| Total Expenditures | \$1,499,936.00 | \$131,359.69 | 9% |

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

The Cash Balances as of April 4, 2012 are as follows:

| | Balance as of: | <u>FY 2010-11</u> | <u>FY 2011-12</u> |
|----------------------------------|----------------|-----------------------------|-----------------------------|
| Checking | | | |
| Rabobank | 4/4/12 | 0.00 | 196,648.58 |
| Montecito Bnk&Trust | 4/4/12 | 101,064.51 | 35,212.82 |
| Total Checking | | <u>101,064.51</u> | <u>231,861.40</u> |
| | | | |
| Savings/Investments | | | |
| LAIF-savings | 2/29/12 | 12,360,999.14 | 13,029,693.24 |
| Rabobank-money mkt | 2/29/12 | 200,252.68 | 202,646.26 |
| Morgan Stanley-bonds | 2/29/12 | 0.00 | 375,000.00 |
| Great Pacific-treasuries | 2/29/12 | 0.00 | 0.00 |
| First Empire-bonds | 2/29/12 | 5,095,831.90 | 3,235,000.00 |
| Total Savings/Investments | | <u>17,657,083.72</u> | <u>16,842,339.50</u> |
| | | | |
| % of cash invested | | 29.82% | 22.33% |
| | | | |
| Total Cash | | <u><u>17,758,148.23</u></u> | <u><u>17,074,200.90</u></u> |

CITY OF BUELLTON
City Council Agenda Staff Report

City Manager Review: JHK
Council Agenda Item No.: 3

To: The Honorable Mayor and City Council

From: John Kunkel, City Manager

Meeting Date: April 12, 2012

Subject: Agreement for Supplemental Funding for Mental Health Mobile Crisis Services for Fiscal Years 2012-2015

BACKGROUND

Attached herewith for your consideration is a new three year Agreement between the City of Buellton and the County of Santa Barbara for supplemental funding for Mental Health Mobile Crisis Services for fiscal years 2012-2015. As noted in the cover letter from the Deputy Director of Alcohol, Drug and Mental Health Services, the County has expanded its Crisis and Recovery Emergency Services (CARES) program to include mobile crisis units providing emergency mental health evaluation services to adults 24 hours per day, 7 days per week and has eliminated the contract with American Medical Response for mental health assessment services. If approved, the proposed Agreement will ensure the continued provision of mental health services to the residents of the City.

Exhibit B-1 to the Agreement lists the schedule of fees for the contract period with the total maximum payment over the three year period being \$7,571.

The Contract may be terminated at any time by either party by written notice to the other party. The written termination notice shall be effective 30 days following delivery of the notice.

FISCAL IMPACT

The fiscal impact to the City, if the proposed Agreement is approved, will be \$7,571.00 for fiscal years 2012-2015. Funds have been budgeted in the City's General Fund (Non-Departmental) for the services.

RECOMMENDATION

That the City Council consider approval of an Agreement for supplemental funding for Mental Health Mobile Crisis Services for fiscal years 2012-2015 and authorize the City Manager to sign said Agreement.

ATTACHMENT

Attachment 1 - Cover letter from County Alcohol, Drug, & Mental Health Services dated March 22, 2012 Agreement for Supplemental Funding for Mental Health Mobile Crisis Services



COUNTY OF SANTA BARBARA
Making a Difference Since 1962
Alcohol, Drug & Mental Health Services
Administration
300 North San Antonio Road, Bldg.3, Santa Barbara, CA 93110-1332
Telephone: (805) 681-5220 Facsimile: (805) 681-5262

Ann Detrick, PhD
Director

March 22, 2012

City of Buellton
Mr. John Kunkel, City Manager
107 W. Highway 246
Buellton, CA 93427

Re: Mobile Crisis Contract for FY 12-15

Dear Mr. Kunkel:

As you know, the County of Santa Barbara provides emergency mental health evaluation services to individuals, including City of Buellton (City) residents. The crisis services offered by the County help to reduce the burden on public safety agencies as well as hospitals. The City has historically provided a contribution toward the cost of providing these services.

As the City contract for FY 09-12 is coming to an end, the County respectfully requests that City continue its contribution toward the provision of these mental health evaluation services. The attached extends the term of the agreement for the period of FY 12-15 and reflects the City's historical proportion of the total contribution paid by local jurisdictions. As in prior years, the fees were calculated using the contribution the City made in FY 11-12 plus an adjustment applied to each year, based on Consumer Price Index - Medical Care for our area, which is 3.9% annually.

Please review the proposed amendment for mobile crisis services. Please contact Danielle Spahn, Contracts Analyst, at dspahn@co.santa-barbara.ca.us or 681-5229 with any questions. Should the contract amendment meet with your approval, please obtain the appropriate signatures where indicated. Please email a scan of the signature page to Danielle Spahn at dspahn@co.santa-barbara.ca.us, and send the original signature page to her attention at the address above.

Upon approval by the County Board of Supervisors, a fully executed copy will be returned to you. We look forward to our ongoing partnership in providing services to City residents.

Thank you.

Sincerely,

Marianne Garrity

Deputy Director
Alcohol, Drug and Mental Health Services

Enclosure

Marianne Garrity, R.N.
Deputy Director
Administration

Tom Alvarez, CPA
Assistant Director
Finance

Ole Behrendtsen, MD
Medical Director
Assistant Director

John Doyel, MA, CADC-II
Program Manager
Alcohol & Drug Programs

FIRST AMENDMENT

TO AGREEMENT FOR SUPPLEMENTAL FUNDING FOR MOBILE CRISIS SERVICES

This is an amendment (hereafter referred to as the "First Amended Contract") to the Agreement for Services of Independent Contractor, by and between the **County of Santa Barbara** (County) and **City of Buellton** (City), for the continued provision of **Mobile Crisis Services**.

Whereas, in order to help reduce the burden of providing mental health evaluation services faced by public safety agencies in Santa Barbara County, County ensures the provision of emergency mental health evaluation services by responding to suspected psychiatric emergencies presented by individuals in Santa Barbara County, 24 hours per day, 7 days per week; and

Whereas, City has historically underwritten a portion of the costs of providing emergency mental health evaluations because services have been provided to City residents; and

Whereas, it is deemed to be in the best interest of City and County that mobile crisis services continue to be delivered to City residents and other Santa Barbara County residents and City thereby agrees to continue its contribution to County for mobile crisis services rendered by County for the period of July 1, 2012 through June 30, 2015.

Whereas, County intends to extend the term of the existing contract through Fiscal Year 14-15; and

Whereas, this First Amended Contract incorporates the terms and conditions set forth in the contract approved by the County Board of Supervisors in June 2011, except as modified by this First Amended Contract.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, County and City agree as follows:

I. Delete Section 4, Term, from Agreement and replace with the following:

4. **TERM.** County shall commence performance on July 1, 2012, and end performance upon completion, but no later than June 30, 2015, unless otherwise directed by City or unless earlier terminated.

FIRST AMENDMENT

II. Delete Exhibit B, Payment Arrangements, and replace with the following:

Exhibit B

PAYMENT ARRANGEMENTS

Periodic Compensation

1. For services to be rendered under this Contract, City shall pay County the total contract amount, not to exceed **\$7571** during the term of the Agreement, per schedule in attached Exhibit B-1.
2. Payment for mobile crisis services shall be based upon the Statement of Work as described in Exhibit A.
3. In consideration for County providing mobile crisis services to citizens of Santa Barbara County, including City residents and County providing reports to City, as described in Exhibit A, City shall pay County the annual contract maximum set forth on Exhibit B-1 during the term of this Agreement.
4. In order for payment to be made as set forth in this Exhibit B, section 3 above, County shall submit to City an invoice for services for each fiscal year under this Agreement no sooner than July 1 of the beginning of such fiscal year. Payment shall be made by City within thirty (30) days of presentation of invoice.
5. Payment Remittance: All payments should be remitted with a copy of the invoice to the following address:

Santa Barbara County
Alcohol, Drug & Mental Health Services
429 N. San Antonio Road
Santa Barbara, CA 93110
Attn: Accounts Receivable

FIRST AMENDMENT

III. Delete Exhibit B-1, Schedule of Fees, and replace with the following:

Exhibit B-1

Schedule of Fees

| Year | Contract Period | Annual Contract Maximum |
|-------------------------------|------------------------|--------------------------------|
| 1 | 7/1/12 – 6/30/13 | \$2,428 |
| 2 | 7/1/13 – 6/30/14 | \$2,522 |
| 3 | 7/1/14 – 6/30/15 | \$2,621 |
| Total Contract Maximum | | \$7571 |

FIRST AMENDMENT

Amendment to Agreement for Services between the County of Santa Barbara and City of Buellton.

IN WITNESS WHEREOF, the parties have executed this Amendment to be effective on the date executed by County.

COUNTY OF SANTA BARBARA

By:

Assistant CEO

Date: _____

APPROVED AS TO FORM:
DENNIS MARSHALL
COUNTY COUNSEL

APPROVED AS TO FORM:
ROBERT W. GEIS, CPA
AUDITOR-CONTROLLER

By: _____
Deputy County Counsel
Date: _____

By: _____
Deputy
Date: _____

APPROVED AS TO FORM:
ALCOHOL, DRUG, AND MENTAL HEALTH
SERVICES
ANN DETRICK, PHD
DIRECTOR

APPROVED AS TO INSURANCE FORM:
RAY AROMATORIO
RISK PROGRAM MANAGER

By: _____
Director
Date: _____

By: _____
Risk Program Manager
Date: _____

FIRST AMENDMENT

Amendment to Agreement for Services between the County of Santa Barbara and City of Buellton.

IN WITNESS WHEREOF, the parties have executed this Amendment to be effective on the date executed by County.

City of Buellton

By 
Tax ID No. 77-0299827

Date: _____



**PROCLAMATION
National Library Week
April 8-14, 2012**

WHEREAS, the Buellton Library provides free access and a unique community gathering place for all residents and visitors to our City and nearby communities; and

WHEREAS, a well-educated community is a basic key to economic development; and

WHEREAS, the library provides critical support for the education of our children and for lifelong learning programs for adults; and

WHEREAS, librarians help people of all ages and backgrounds find and interpret the information they need; and

WHEREAS, libraries and their supporters across America are celebrating National Library Week.

NOW, THEREFORE, I, Holly Sierra, Mayor of the City of Buellton, hereby proclaim April 8-14, 2012 as National Library Week and encourage all residents to visit the library often to take advantage of the wonderful resources available at our library.

PASSED, APPROVED, and ADOPTED this 12th day of April 2012.

**Holly Sierra
Mayor**



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: Marc Bierdzinski, Planning Director

Meeting Date: April 12, 2012

Subject: Review of Number 1 Priority Action Items from Vision Plan

BACKGROUND

At your March 22, 2012, meeting, the City Council reviewed the number one priority action items from the Vision Plan accepted on February 23, 2012. Attachment A is a summary of the action items arranged by major topic. Attachment B is a complete matrix showing the number 1 priority action items by goal along with cost and funding possibilities. Attachment C are comments from Council Member Elovitz regarding the communications director and communications action items.

The consensus of the City Council was to further discuss the action items listed below and then provide direction to staff for implementation.

Avenue of Flags/Parking Districts

All Council members were in support of moving forward on an Avenue of Flags Form Based Code Specific Plan prepared by staff using the results of the Corridor Study and the Cal Poly study as the starting point. Staff would like to include \$5,000 in the budget for peer review of the document. This task would also include investigating the creation of a parking district for the Avenue. Staff is currently researching parking districts from other cities. This research will be presented to the City Council at a later date.

Staff would like concurrence from the Council on this work program.

Branding

All Council members were in support of working on branding of the City. However, there were differences in how this would be accomplished. Some wanted branding done with existing City and Chamber staff while others wanted to hire an outside set of eyes to guide the City through this process. Using existing staff would result in the use of staff time plus minor expenses for printing of the branding documents. Hiring an outside person for branding could cost in the range of \$15,000 to \$20,000.

Staff is seeking City Council direction on how branding should be implemented: in-house or outside consultant.

Events/Festivals/Farmer's Market

All Council members were in support of bringing signature events to the City on an annual basis along with a weekly farmer's market. The major expense would be staff time plus any monetary contributions the City Council may authorize for each event.

Events have been occurring and staff will continue to implement this item and bring funding requests to the City Council for approval. No further direction is needed.

Economic Development

Economic development was identified as a priority. However, a consensus on what entity should work on economic development was not agreed upon. Currently, the Chamber/Visitor's Bureau performs some economic development duties on behalf of the City. We also have an Economic Development Task Force comprised of City and Chamber members. Hiring a new staff person to perform economic development duties would cost around \$120,000 per year, with benefits, for a full time department head level position. A line staff person or part time person would be less depending on the pay level assigned.

Staff is seeking City Council direction on using existing staff (or task force) or hiring a staff person for performing economic development duties.

New Boards and Commissions

Some Council members were in favor of creating new boards and commissions. The main cost is staffing of the boards/commissions. Staff is seeking Council direction on whether any of the following boards/commissions should be created:

- Arts and Culture Development Council (not a City commission, but City could have de facto member on it)
- Board of Architectural Review
- Avenue of Flags Property Owners Group (not a City commission)
- Green Economic Development Zone Committee

A Special Events Committee has already been formed.

Bikeway Plan Implementation

A couple of Council members would like to see implementation of bikeways and paths identified in the Bicycle and Pedestrian Master Plan. This would require funds to acquire easements and construct the paths.

If so directed by the City Council, funds can be added to our capital projects list for this purpose. Staff would envision the Parks and Recreation Commission would play a large part in this process.

Communications/Public Relations

Some Council members believe that the City needs a communications/public relations person. Depending on the level of the position, it could be accomplished at a low cost using interns or up to \$120,000 per year for a full time department head position. Line staff or a part time position would be less than the \$120,000 per year.

Staff is seeking City Council direction on hiring a person for communications/public relations for the City.

FISCAL IMPACT

The fiscal impacts depend on which action items the City Council directs staff to implement in Fiscal Year 2012-2013. Please note that many action items can be implemented with little or no cost by the City. In addition, the City Council could direct staff to implement an action item contingent upon obtaining grant funds or other outside monies.

RECOMMENDATION

That the City Council consider the priority 1 action items listed above and provide direction to staff on implementation.

ATTACHMENTS

- Attachment A – Action Item Summary by Major Topic
- Attachment B – Priority Matrix
- Attachment C – Comments from Council Member Elovitz

Summary of Action Items by Major Topic (Refer to Attachment B for Specifics)

Color denotes relative cost of the action item based on the following:

- Red – Higher cost item that would need budgeted funds
- Green – No cost to City
- Orange – Staff time plus some minor funds needed to implement
- Black – Staff time only
- Purple – Unknown cost at this time

Avenue of Flags

Action Item 5.1.2: Develop a façade refurbishment program

Action Item 5.1.3: Create a town square/plaza

Action Item 5.1.4: Prepare a Corridor Study (underway)

Action Items 5.1.5 and 5.1.6: Create a Downtown Specific Plan

Branding

Action Item 1.1.1: Hire a branding consultant

Action Item 1.1.3: Develop a communications and marketing plan

Action Item 1.2.1: Inventory historical resources

Economic Development

Action Item 5.2.1: Assign economic development staff to help implement Avenue vision

Festivals/Events

Action Item 1.2.2: Sponsor annual festivals and events

Action Item 2.2.1: Hold a farmer's market

Action Item 3.1.1: Create incentives to promote artists to locate in Buellton

Action Items 3.1.2 and 3.1.3: Support artists and galleries

Action Items 3.2.1 and 5.1.7: Hold events associated with the arts

New Boards and Commissions

Action Item 3.3.1: Arts and Culture Development Council

Action Item 4.1.2: Board of Architectural Review

Action Item 5.2.2: Avenue of Flags Property Owners Group

Action Item 7.5.2: Green Economic Development Zone Committee

Action Item 8.2.1: Create a Special Events Committee (completed)

New City Positions or Assignment of Existing Staff

Action Item 1.1.2: Public Information Director

Action Item 7.6.1: Sustainability Director

Action Item 8.1.1: Economic Development Director

(Salary, with benefits, for a full time department head level position is approximately \$120,000 per year. A 32-hour position would be approximately \$96,000 per year)

Planning

Action Item 4.1.1: Update the Community Design Guidelines

Action Item 4.2.1: Revise the mixed use regulations

Action Item 7.2.1: Direct growth to infill areas

Public Information

Action Item 6.2.1: Enhancing communication to the public

Action Item 6.2.2: Post notices of events in public places

Action Item 6.3.1: Recruit citizens for committees

Recreation

Action Item 2.3.1: Develop new recreation partnerships

Action Item 6.1.1: Hold additional recreational events

Action Item 6.1.2: Develop programs for interaction between community members

Action Item 7.1.1: Develop Trikke and other bike type of recreation programs

Sustainability

Action Item 7.3.1: Works towards becoming net zero in energy consumption

Action Item 7.3.2: Provide a clean water supply (completed)

Action Item 7.4.1: Adopt CALGreen building standards (adopted)

Action Item 7.4.2: Develop green retrofit incentives

Action Item 7.5.1: Support green business relocation to Buellton

Transportation

Action Item 2.1.1: Develop and implement a bikeway plan (plan completed)

Action Item 2.1.2: Work with Caltrans on safe Highway 246 crossings (underway)

Action Item 2.1.3: Develop an electric bus program

Implementation Matrix (Priority Number 1 Action Items)

| Goal 1. Portray a Positive Buellton Image and Brand | | | | | | | |
|--|---|--|--|-------------|---------------------------------|---|---|
| Objective 1.1. Provide a consistent and clear City image. | | | | | | | |
| Action | Implementation Leaders | Partners | Status | Notes | Estimated Cost | Funding Sources | |
| 1.1.1 | Develop a City branding strategy, including logo, motto, tagline, and methods for building a brand; seek assistance from a professional branding firm or expert. | <ul style="list-style-type: none"> City Manager Chamber/Visitor's Bureau | <ul style="list-style-type: none"> Local artists / marketing professionals | Not Started | | Depends on the firm or individual hired and the amount of work requested. Initial work may cost in the range of \$15,000 to \$20,000. Final cost would be result of RFP process | General fund for hiring the consultant |
| 1.1.2 | Assign staff or create new staff position to act as the Public Information Director, charged with coordination of City communications and outreach activities. (See Action 6.2.2) | <ul style="list-style-type: none"> City Manager | | Not Started | | A new staff person would add salary and benefits to the City's budget and would depend on the pay range created An intern program would not have direct costs | General fund A proposal for using interns for this position was provided by Council Member Elovitz and is attached as Attachment C |
| 1.1.3 | Develop and implement a City communications and marketing plan for ongoing consistent promotion of Buellton and the brand developed, as well as communication with residents. | <ul style="list-style-type: none"> Public Information Director (See Action 1.1.2) | <ul style="list-style-type: none"> Chamber /Visitor's Bureau | Not Started | | Unknown at this time as it is contingent upon the completion of branding | General fund Community Development Block Grant Program |
| Objective 1.2. Highlight and celebrate Buellton's unique offerings and heritage. | | | | | | | |
| 1.2.1 | Create a comprehensive list of and information on Buellton's historical landmarks and collections, including private collections, points of interest, and specialty items. | <ul style="list-style-type: none"> Historical Society | <ul style="list-style-type: none"> Chamber / Visitors Bureau Community members | Not Started | | Zero cost to City | National Endowment for the Humanities-Preservation Assistance Grants for Smaller Institutions |
| 1.2.2 | Hold festivals and events that celebrate Buellton's heritage and local resources, including an annual signature event with financial support from the City. | <ul style="list-style-type: none"> Special Events Committee (See Action 8.2.1) Parks & Recreation Department | <ul style="list-style-type: none"> Chamber / Visitors Bureau Community organizations | Ongoing | Special Events committee formed | Cost to City varies on level of participation, from providing Sheriff support to actual cash support | General fund National Endowment for the Arts-Our Town Grant |

Goal 2. Expand Opportunities for Active and Healthy Living

Objective 2.1. Increase connectivity for pedestrians and cyclists.

| Action | Implementation Leaders | Partners | Status | Notes | Estimated Cost | Funding Sources |
|---|--|--|--------------------------------------|---|---|--|
| 2.1.1 Develop and implement a Bikeway and Pedestrian Master Plan that considers both recreational and commuter cycling and connections to other communities. | <ul style="list-style-type: none"> City Engineer Planning Director | <ul style="list-style-type: none"> Parks & Recreation Department Schools Local Trikke and cycling groups SBCAG | Plan complete Implementation ongoing | Include the 24 acres of open space purchased by the City (Zaca Creek Golf Course) as an opportunity for trails. | Typical bike paths on pavement cost about \$75 per lineal foot. Amount would be less for a natural path | General fund Developer exactions associated with projects |
| 2.1.2 Work with Caltrans to develop a plan for traffic calming and safer crossings on Highway 246. | <ul style="list-style-type: none"> City Engineer | <ul style="list-style-type: none"> Caltrans Schools | Underway | Improving the ability for pedestrians and vehicles to safely cross 246 should be planned so as not to preclude certain left-turn movements and should accommodate bike lanes. | Funding has been secured for some of these improvements | SBCAG Caltrans Community Based Transportation Planning Grant |
| 2.1.3 Initiate a study to expand or develop new electric shuttle transit service that would operate solely within city limits. | <ul style="list-style-type: none"> City Engineer Planning Department | <ul style="list-style-type: none"> Santa Ynez Valley Transit SBCAG | Not started | | Unknown at this time but would be a high cost item that would take time to implement | US Dept. of Transportation Federal Transit Administration-Formula Grants for Other than Urbanized Areas Possibly SBCAG |

Objective 2.2. Ensure access to healthy food sources.

| | | | | | | |
|--|---|--|-------------|--|---|---|
| 2.2.1 Organize a farmers' market on the Avenue of Flags, at Riverview Park or on existing parking lots. | <ul style="list-style-type: none"> Chamber of Commerce Parks & Recreation Department Community organization or committee | <ul style="list-style-type: none"> SB Certified Farmers Market Association Local farms | Not started | | Staff time plus about \$3,000-\$4,000 for permitting fees | US Dept. of Agriculture-The Farmers Market Promotion Program General fund |
|--|---|--|-------------|--|---|---|

Objective 2.3. Increase recreational opportunities for all ages.

| Action | Implementation Leaders | Partners | Status | Notes | Estimated Cost | Funding Sources |
|--|--|---|---------|--|--|---|
| 2.3.1 Explore options to develop additional recreational facilities through public/private partnerships and regional coordination. | <ul style="list-style-type: none"> • Parks & Recreation Department • Parks & Recreation Commission | <ul style="list-style-type: none"> • Planning Department • Sports leagues | Ongoing | Will require ongoing operations and maintenance agreements between partners. | Zero cost to explore options and develop a plan Unknown cost to implement until plan is developed | Playful City USA Grants General fund |

Goal 3. Offer A Variety of Arts and Cultural Opportunities

Objective 3.1. Foster and support local artists and artisans.

| | | | | | | |
|--|--|---|---|--|---|-----------------------------|
| 3.1.1 Create incentives to attract and retain artists and artisans to locate their studios and work spaces in Buellton, and consider amending City ordinances accordingly. | <ul style="list-style-type: none"> • Planning Department • Economic Development Director (<i>See Action 8.1.1</i>) | <ul style="list-style-type: none"> • Arts & Culture Development Council (<i>See Action 3.3.1</i>) • Economic Development Task Force | Design of wayfinding signage is underway. | <ul style="list-style-type: none"> • Amend the home occupation regulation to allow artists to open home studios to potential clients, by appointment only. • Amend city sign ordinance so artists can display "flags" to signify that studios are open. • Create wayfinding street signage for art galleries and art/cultural museums. • Create incentives for property owners to lease warehouse space for studios and live/work space • Create a community-wide arts and design district. | Mainly staff time to develop ordinances and incentive programs. No direct costs | General fund for staff time |
|--|--|---|---|--|---|-----------------------------|

| | Action | Implementation Leaders | Partners | Status | Notes | Estimated Cost | Funding Sources |
|-------|--|---|---|-------------|---|-------------------|--|
| 3.1.2 | Create public gallery and performance spaces in new or existing community facilities, including outdoor public spaces. | <ul style="list-style-type: none"> Arts & Culture Development Council (See Action 3.3.1) | <ul style="list-style-type: none"> Community organizations Library Senior Center | Not started | <ul style="list-style-type: none"> Identify and provide indoor and outdoor public spaces. Curate exhibits, cultural displays, and performances. | Zero cost to City | National Endowment for the Arts-Our Town Grant |
| 3.1.3 | Promote local artists, artisans, public collections, and arts/culture organizations through media, advertising, and promotional materials. | <ul style="list-style-type: none"> Chamber / Visitors Bureau | <ul style="list-style-type: none"> Arts & Culture Development Council (See Action 3.3.1) | Not started | Create a cultural arts map/brochure. | Zero cost to City | National Endowment for the Arts-Our Town Grant |

Objective 3.2. Expand tourism to include arts and cultural activities and venues.

| | | | | | | | |
|-------|---|---|---|----------|--|--|--|
| 3.2.1 | Organize and carry out community events or festivals that celebrate arts and culture. | <ul style="list-style-type: none"> Special Events Committee (See Action 8.2.1) | <ul style="list-style-type: none"> Parks & Recreation Department Chamber / Visitors Bureau Community organizations | Underway | Build the reputation that Buellton is an “arts and culture community.” | Cost to City varies on level of participation, from providing Sheriff support to actual cash support | National Endowment for the Arts-Our Town Grant General fund |
|-------|---|---|---|----------|--|--|--|

Objective 3.3. Provide opportunities for residents and others to participate in arts and culture.

| | | | | | | | |
|-------|--|--|--|-------------|--|--|-----------------------------|
| 3.3.1 | Create an Arts & Culture Development Council to coordinate development and implementation of programs to support local artists and artisans and expand arts and culture opportunities in Buellton. | <ul style="list-style-type: none"> City Council | <ul style="list-style-type: none"> Arts professionals, patrons, and artists | Not started | <ul style="list-style-type: none"> Develop an arts/culture database of artists, artisans, organizations, arts-friendly businesses, and collections within 93427 and the Santa Ynez Valley. Create accessible and innovative ways to promote local artists, artisans, and arts-friendly businesses. | Depends on if staff is assigned to this committee. No direct costs | General fund for staff time |
|-------|--|--|--|-------------|--|--|-----------------------------|

Goal 4. Promote Desired Change Through Planning and Design

Objective 4.1. Maintain rural small-town character.

| Action | Implementation Leaders | Partners | Status | Notes | Estimated Cost | Funding Sources |
|---|---|--|-------------|---|---|-----------------------------|
| 4.1.1 Revise the Community Design Guidelines to reflect recent work done through the City Visioning Process and use innovative tools such as form based zoning. | <ul style="list-style-type: none"> Planning Department | <ul style="list-style-type: none"> Planning Commission City Council | Not started | The subcommittee felt that this action is the cornerstone for design review. Having a “playbook” by which projects can be evaluated and reviewed was seen as paramount. | Can be done in-house by staff and Planning Commission. Should not be started until the Cal Poly study is complete. Initial cost to prepare the existing Community Design Guidelines was \$94,000. | General fund for staff time |
| 4.1.2 Establish a Board of Architectural Review which acts in an advisory capacity to the Planning Commission and reviews development proposals for conformance with the Community Design Guidelines. | <ul style="list-style-type: none"> City Council | <ul style="list-style-type: none"> Planning Department Planning Commission | Not started | Possible options include creating a new committee of local professionals or utilizing the County of Santa Barbara’s Central Board of Architectural Review (CBAR). | Additional staff time to process applications to new committee | General fund for staff time |

Objective 4.2. Promote attractive, well-maintained neighborhoods and districts.

| | | | | | | |
|---|---|--|----------------------------|---|---|-----------------------------|
| 4.2.1 Revise the Mixed Use development standards and zoning regulations in the City’s Municipal Code. | <ul style="list-style-type: none"> Planning Department | | Interim revisions complete | Ordinance can be revised based on results of Cal Poly study | Revisions can be done in-house by staff and the Planning Commission | General fund for staff time |
|---|---|--|----------------------------|---|---|-----------------------------|

Goal 5. Create a Vibrant Downtown

Objective 5.1. Coordinate development and improvements on the Avenue of Flags to generate activity, promote an attractive appearance, provide public space for events, and create a safe and comfortable environment for pedestrians.

| Action | Implementation Leaders | Partners | Status | Notes | Estimated Cost | Funding Sources |
|---|--|---|-------------|---|---|-----------------|
| 5.1.1 Incorporate downtown bikeways and trails into the Bikeway and Pedestrian Master Plan | <ul style="list-style-type: none"> Planning Department | <ul style="list-style-type: none"> Parks & Recreation Commission | Complete | Action item is completed | | |
| 5.1.2 Enhance the property refurbishment program to promote private property renovations. | <ul style="list-style-type: none"> Planning Department | <ul style="list-style-type: none"> City Council | Not started | <ul style="list-style-type: none"> Create City-funded low-cost loans. Review and refine City-funded "matching funds program." | With the absence of redevelopment funds, money would have to come out of general fund. Council could set any amount for this program. | General fund |
| 5.1.3 Identify the scope, options for locations, and potential partnerships for a town square / central plaza project. | <ul style="list-style-type: none"> Planning Department | <ul style="list-style-type: none"> Planning Commission City Council | Underway | The Cal Poly Study would be the start of implementation of this action item | Developing a plan and partnerships would only require staff time until such time as development of the plaza was undertaken | General fund |
| 5.1.4 Conduct a corridor study and select an option for traffic pattern refinements along the Avenue of Flags and vicinity, including roadway width reduction. | <ul style="list-style-type: none"> Planning Department City Engineer | <ul style="list-style-type: none"> City Council | Underway | Study should be complete by end of March | Zero cost as study was previously budgeted | |

| | Action | Implementation Leaders | Partners | Status | Notes | Estimated Cost | Funding Sources |
|-------|---|--|---|--|--|--|---|
| 5.1.5 | Prepare a Downtown Specific Plan and necessary environmental review. | <ul style="list-style-type: none"> Planning City Council | <ul style="list-style-type: none"> Planning Commission | Not started | The Cal Poly study would be the basis for this action item. | Based on results of the Cal Poly Study, staff and the Planning Commission could undertake this action item in-house. Staff would suggest adding \$5,000 to the consultant budget for peer review | General fund Caltrans Community Based Transportation Planning Grant FTA Transportation, Community, and System Preservation Program |
| 5.1.6 | Establish special district zoning for the Avenue of Flags, including general guidelines for architectural quality and detail, and form-based guidelines that support an inviting pedestrian environment. (This could be incorporated into the specific plan preparation.) | <ul style="list-style-type: none"> Planning Department Planning Commission | <ul style="list-style-type: none"> City Council | Underway -Form based code being prepared by CalPoly is the first step | <ul style="list-style-type: none"> Suggested boundaries: 101 Fwy, Central Avenue (both sides), Jonata Road, Santa Ynez River. Preferred uses: public space, general commercial, hospitality-lodging, recreation, mixed use, entertainment, stand-alone residential (off AOF). Select standard architectural styles and a mechanism for alternative style review. Develop a policy for the transition of existing properties that do not conform to the new zoning. | Based on results of the Cal Poly Study, staff and the Planning Commission could undertake this action item in-house. Staff would suggest adding \$5,000 to the consultant budget for peer review | General fund Caltrans Community Based Transportation Planning Grant FTA Transportation, Community, and System Preservation Program |

| Action | | Implementation Leaders | Partners | Status | Notes | Estimated Cost | Funding Sources |
|--------|--|---|--|--------|---|--|--|
| 5.1.7 | Provide public art, event spaces, and activities within the downtown district. (This could be incorporated into the specific plan preparation.) (Also see related actions under Goal 3.) | <ul style="list-style-type: none"> Arts & Culture Development Council (See Action 3.3.1) | <ul style="list-style-type: none"> Special Events Committee (See Action 8.2.1) Chamber / Visitors Bureau | | <ul style="list-style-type: none"> Identify and provide public art and architectural embellishment options. Identify and provide public performance areas. Identify and sponsor arts, cultural and other activities. | Cost to City varies on level of participation, from providing Sheriff support to actual cash support | National Endowment for the Arts-Our Town Grant General fund |

Objective 5.2. Ensure organizational support for the transformation of the Avenue of Flags.

| | | | | | | | |
|-------|---|--|---|-------------|-------------------------------------|--------------------------------|--------------|
| 5.2.1 | Assign economic development and redevelopment staff to oversee implementation of plan(s) for the Avenue. | <ul style="list-style-type: none"> City Manager Economic Dev. staff (See Action 8.1.1) | <ul style="list-style-type: none"> Economic Dev. Task Force Chamber / Visitors Bureau | Not started | No longer have redevelopment staff. | Staff time to implement | General fund |
| 5.2.2 | Form an Avenue of Flags property owners group to coordinate and assist with transformation of the corridor. | <ul style="list-style-type: none"> Property owners Economic Development staff | <ul style="list-style-type: none"> City Manager Chamber of Commerce | Not started | | Staff time to coordinate group | General fund |

Goal 6. Maintain the Strong Sense of Community and Family

Objective 6.1. Foster community events and programs that promote social interaction between diverse residents of all ages.

| | | | | | | | |
|-------|---|--|--|-------------|---------------------------|-------------------|--|
| 6.1.1 | Operate and support recreational events for residents, from holiday events to more casual "anytime" events. | <ul style="list-style-type: none"> Parks & Recreation | <ul style="list-style-type: none"> Parks & Recreation Commission Chamber | Ongoing | Already being implemented | | |
| 6.1.2 | Create programs that encourage interaction between people of different ages and backgrounds. | <ul style="list-style-type: none"> Senior Center Library | <ul style="list-style-type: none"> School District Historical Society | Not started | | Zero cost to City | |

Objective 6.2. Maintain an ongoing dialogue with community members.

| | Action | Implementation Leaders | Partners | Status | Notes | Estimated Cost | Funding Sources |
|-------|--|--|--|---------|---|--|-----------------|
| 6.2.1 | Expand City communication with residents through online and smart phone communication tools, including: <ul style="list-style-type: none"> • Improved website about community events • Continued use of social media • Smart phone applications • Highlighted activities of nonprofit groups | <ul style="list-style-type: none"> • Public Information Officer (<i>See Action 1.1.3</i>) | <ul style="list-style-type: none"> • Schools • Parks & Recreation • City department heads • City Clerk | | Seek feedback from community members about how they use the City website, and make revisions as needed. | Staff time to research and implement Unknown cost to implement applications | General fund |
| 6.2.2 | Post information about upcoming and current community events in locations that are frequented by pedestrians. | <ul style="list-style-type: none"> • Planning • Redevelopment | <ul style="list-style-type: none"> • Parks & Recreation | Ongoing | In the long term, may use the plaza proposed for the Avenue of Flags (see Goal 4). In the short term, maintain regular updates at the kiosk site on the Avenue of Flags and attempt to identify other frequented locations in the city. | Zero cost to City | |

Objective 6.3. Engage community members, including youth, in civic affairs and implementing the Vision Plan.

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|-------|--|--|---|-------------|--|---|--------------|
| 6.3.1 | Recruit community members to serve on the committees recommended in the Vision Plan. | <ul style="list-style-type: none"> • Public Information Officer (<i>See Action 1.1.3</i>) • City Council • City Manager | <ul style="list-style-type: none"> • Planning Commission • Parks & Recreation Commission • Chamber of Commerce • City staff | Not started | | Staff time to recruit and administer committees | General fund |
|-------|--|--|---|-------------|--|---|--------------|

Goal 7. Be a Leader in Environmental Sustainability and Stewardship

Objective 7.1. Demonstrate leadership in environmental sustainability through a signature program.

| Action | Implementation Leaders | Partners | Status | Notes | Estimated Cost | Funding Sources |
|--|--|--|-------------|-------|-------------------------|-----------------|
| 7.1.1 Explore options for a Trikke and Bike Program promoting greater use of these vehicles for local trips and for tourism, along with a major community Trikke <i>Palio</i> event with neighborhood teams. | <ul style="list-style-type: none"> • Parks & Recreation Commission • Sustainability Advisory Committee | <ul style="list-style-type: none"> • Chamber / Visitors Bureau • Planning Department | Not started | | Staff time to implement | General fund |

Objective 7.2. Maintain a compact city form bounded by natural and rural areas.

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|--|---|---|--|---|---------------------------------|--------------|
| 7.2.1 Direct growth into undeveloped and underutilized areas within the Urban Growth Boundary. | <ul style="list-style-type: none"> • Planning Department • Redevelopment Agency | <ul style="list-style-type: none"> • Planning Commission • City Council | | Consider an infill ordinance offering developers increased flexibility and other incentives for projects consistent with desired design features, economic benefits, and livability criteria (e.g., pedestrian and transit friendly). | Staff time to develop ordinance | General fund |
|--|---|---|--|---|---------------------------------|--------------|

Objective 7.3. Promote citywide resource conservation efficiency.

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|---|---|--|-------------|--|----------------------|--|
| 7.3.1 Work towards becoming a “net zero” city by matching energy demands to what can be produced locally. | <ul style="list-style-type: none"> • Public Works • Planning Department | <ul style="list-style-type: none"> • Sustainability Advisory Committee (See Action 7.6.2) | Not started | Incorporate specific actions into Sustainability Plan (See Action 7.6.3). No energy is produced locally at this time | Unknown at this time | Funding for a Sustainability Plan – State Strategic Growth Council/Department of Conservation – Sustainable Community Planning Grant |
|---|---|--|-------------|--|----------------------|--|

| Action | Implementation Leaders | Partners | Status | Notes | Estimated Cost | Funding Sources |
|--|---|---|---------|--|---|---|
| 7.3.2 Ensure that Buellton has adequate clean water even during prolonged droughts through wise management of water resources. | <ul style="list-style-type: none"> Planning Department Public Works | <ul style="list-style-type: none"> Sustainability Advisory Committee (<i>See Action 7.6.2</i>) | Ongoing | Incorporate specific actions into Sustainability Plan (<i>See Action 7.6.3</i>). | Staff already ensures that an adequate clean water system is provided – no further actions should be required | Funding for a Sustainability Plan – State Strategic Growth Council/Department of Conservation – Sustainable Communities Planning Grant EPA Clean Water Revolving Fund and Drinking Water State Revolving Fund |

Objective 7.4. Adopt green building standards and create incentives for green building practices.

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|--|---|---|-------------|--|---|-----------------------------|
| 7.4.1 Vigorously support implementation of CALGreen standards in Buellton and consider extending these standards to existing building expansions and remodels. | <ul style="list-style-type: none"> Planning Department | <ul style="list-style-type: none"> City Council Planning Commission | Complete | The City follows the CalGreen building standards as implemented by the County for all building permits | Zero cost to City | |
| 7.4.2 Establish incentives to encourage green retrofitting of existing buildings. | <ul style="list-style-type: none"> Planning Department Redevelopment Agency | <ul style="list-style-type: none"> City Council Sustainability Advisory Committee (<i>See Action 7.6.2</i>) | Not started | | Staff time to develop an ordinance for an incentive program | General fund for staff time |

Objective 7.5. Promote “green” technology businesses and “green” tourism.

| Action | Implementation Leaders | Partners | Status | Notes | Estimated Cost | Funding Sources |
|---|---|---|-------------|-------|---|---|
| 7.5.1 In developing an Economic Development and Tourism Strategy, address ways to grow and recruit “green” technology businesses, and to promote “green” tourism that is less resource intensive and increases appreciation for the natural amenities in and around Buellton. | <ul style="list-style-type: none"> Economic Development Director (<i>See Action 8.1.1</i>) | <ul style="list-style-type: none"> Economic Development Task Force Chamber Buellton businesses | Not started | | Staff time to research and develop strategies | Economic Development Administration-Planning and Local Technical Assistance Program General fund |
| 7.5.2 Consider creating a Green Economic Development Zone Committee to work with stakeholders and local universities to encourage green business opportunities in Buellton. | <ul style="list-style-type: none"> Economic Development Director (<i>See Action 8.1.1</i>) | <ul style="list-style-type: none"> Economic Dev. Task Force Chamber Buellton businesses Sustainability Advisory Committee (<i>See Action 7.6.2</i>) | Not started | | Staff time to form and administer new committee | General fund |

Objective 7.6. Create a plan and structure for implementation of sustainability efforts.

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|---|--|---|-------------|---|---|--------------|
| 7.6.1 Assign existing City staff, or create a new staff position, to direct sustainability efforts in Buellton and support the Sustainability Advisory Committee. | <ul style="list-style-type: none"> City Manager Public Works | <ul style="list-style-type: none"> Sustainability Advisory Committee (<i>See Action 7.6.2</i>) | Not started | Responsible for developing and implementing cost-savings, efficiency, and sustainability initiatives and coordinating the Green Team (<i>See Action 7.6.3</i>). | Staff time to form and administer new committee | General fund |
|---|--|---|-------------|---|---|--------------|

Goal 8. Foster Local Economic Development that Supports the Community Vision

Objective 8.1. Guide economic development efforts by a strategy and City staff support.

| Action | Implementation Leaders | Partners | Status | Notes | Estimated Cost | Funding Sources |
|---|--|--|-------------|-------|--|---|
| 8.1.1 Establish the position of Economic Development Director as a contract position through a partnership between the Economic Development Task Force and the Chamber of Commerce. | <ul style="list-style-type: none"> City Manager | <ul style="list-style-type: none"> Economic Development Task Force Chamber / Visitors Bureau | Not started | | Depends on whether the staff person is full or part-time and depends on salary scale. Would require additional salary and benefits through the budget. | Economic Development Administration- Economic Adjustment Program General fund |

Objective 8.2. Develop Buellton as a known visitor destination within the Santa Ynez Valley and in its own right.

| | | | | | | |
|---|--|---|---------|---|--|--------------|
| 8.2.1 Create a Special Events Committee to generate visitor-oriented events by recruiting events and by coordinating the creation of home-grown events involving local businesses and community groups. | <ul style="list-style-type: none"> Economic Development Director (See Action 8.1.1) Visitors Bureau Downtown merchants Arts & Culture Development Council (See Action 3.3.1) | <ul style="list-style-type: none"> Chamber of Commerce Wine tasting rooms Restaurants Hotels Parks & Recreation Community organizations | Ongoing | For events that require more resources and coordination, the City or partners may also wish to hire an event coordinator (comment from Goal 6 subcommittee). When an event has sponsors and raises revenue, it can absorb the cost of an event coordinator. | Committee has been formed – staff time to administer the committee | General fund |
|---|--|---|---------|---|--|--------------|

- Red – Higher cost item that would need budgeted funds
- Green – No cost to City
- Orange – Staff time plus some minor funds needed to implement
- Black – Staff time only
- Purple – Unknown cost at this time

Comments from Council Member Elovitz

Council Member Elovitz contacted Linda Putnam, a professor in the UCSB communications department. She is enthusiastic to have the City of Buellton recruit from their pool of communication students. She has already contacted their Internship Director as a first step towards the City conducting a recruitment campaign for a suitable candidate or candidates.

The February 8, 2012 Vision Plan Describes two action items in Goal 1:

Objective 1.1, items 1.1.2 and 1.1.3, referring to a “Public Information Director” to promote “City Communications and Outreach.”

And in Goal 6, the plan describes a series of action items identifying a public information's director (items 6.1.3, 6.2.1, 6.2.3, 6.3.1, 6.3.2, 6.3.5, 6.4.2). Based on the multitude of items that involve the function of a “public information's director,” I am requesting that you add a “public information's post” to the list of first action items to be brought before the Council and that this position, function or “post” be created as an internship filled by university students with specialties suitable to the scope and goals designated for the role. I believe an internship position within the City would require a small budget to cover transportation, the cost of setting up a networked computer, office supplies, etc. and that this would need to be considered as part of the post.

As part of considering this as one of the first action items for the Council, I would direct staff to review the action items listed above as a guide to creating a description for the “post.”

Also, to help fulfill the scope and goals of a public information post, and specifically referring to action item 6.2.1, to "expand City communications with residents through online & smart phone services," I have discovered a smart phone application, “YouTown,” recently developed by a Seattle company (youtown.com) and vetted by several American cities that took part in its development. This is a free mobile app designed specifically for providing communications between government and community. And it appears to be entirely open ended as to how it is utilized. Mobile applications generally cost at least \$25,000 to develop. At the price of FREE, I think it would be well worth internship time to evaluate and potentially design and deploy this tool as part of the City’s visioning action items. So in addition to requesting staff to create a description of the post, I would also request staff to include this mobile application for review and potential deployment as part of the duties of the public information post.

CITY OF BUELLTON
City Council Agenda Staff Report

City Manager Review: JHK
Council Agenda Item No.: 6

To: The Honorable Mayor and City Council

From: Rose Hess, City Engineer

Meeting Date: April 12, 2012

Subject: Approval of Measure A Safe Routes to School Grant Cooperative Agreement

BACKGROUND

In November 2011, the staff submitted three grant applications for the North County Measure A Safe Routes to School, Bicycle and Pedestrian Program. Funded as a subprogram to the Measure A, this funds projects through a competitive grant process that increase pedestrian and bicycle safety to, from and near schools in North Santa Barbara County and expand and improve the North County's regional bicycle and pedestrian facilities network.

Staff submitted three projects submitted under the title Buellton School Safety Project:

- Phase 1 – Purchase and Installation of Flashing School Crossing Signs (Hwy 246/ Sycamore & La Lata)
- Phase 2 – Painting of Crosswalks (Hwy 246/ Sycamore)
- Phase 3 – Installation of In-Roadway Warning Lights and Sidewalk/Street Improvements

In addition, the City Co-sponsored a project submitted by Traffic Solutions for the Santa Barbara County Bike Map. (Note, the City does not have any financial obligations by co-sponsoring the Traffic Solutions Project)

On February 16, 2012, the SBCAG Board approved funding of seven projects in the Measure A North County Safe Routes to School, Bicycle and Pedestrian Program. The following projects have been approved for the City of Buellton with the respective amounts:

1. Phase 1 – Purchase and Installation of Flashing School Crossing Signs (Hwy 246/ Sycamore & La Lata) - \$25,000
2. Phase 3 – Design of Installation of In-Roadway Warning Lights and Sidewalk/Street Improvements at Hwy 246/Sycamore) - \$20,601

3. Santa Barbara County Bike Map/Traffic Solutions - \$3,187

All projects that are delivered through this Program are required to enter into a Cooperative Agreement with SBCAG to ensure time use of funds and delivery of project.

FISCAL IMPACT

The Phase 1 (capital) and Phase 3 (preliminary design) will be included in the FY 2012/2013 budget. The Santa Barbara County Bike Map Project will be completed by Traffic Solutions and will not have any fiscal impact to the City.

RECOMMENDATION

That the City Council approve the Measure A Cooperative Agreement with SBCAG and authorize the City Manager to execute the agreement.

ATTACHMENTS

- Attachment 1 – Measure A – Funding Approved by SBCAG Board
- Attachment 2 – Measure A – Project Cooperative Agreement

Measure A North County Safe Routes to School, Bicycle and Pedestrian Program - Funding Approved by SBCAG Board on February 16, 2012

► Cycle 1 Approved Project List - Total funding available is \$397,288 over 5 years (FY 10/11 - FY 14/15)

► Seven (7) Project Applications Approved for Funding for \$397,288



Capital Projects - Five (5) projects approved for funding

| Project Sponsor | Co-sponsor | Project Title and Location | Sponsor Priority | Total Project Cost | Requested Measure A Amount | Approved Measure A Amount | Are other funds dedicated to project? |
|-------------------------|---------------------------------|---|------------------|--------------------|----------------------------|---------------------------|---|
| City of Lompoc | None | RECOMMENDED FOR PARTIAL FUNDING - Sidewalk, Curb Ramps & Pedestrian Crossing Improvements at various locations near schools in Lompoc | 1 of 2 | \$305,000 | \$275,000 | \$160,000 | Yes, \$30,000, 10% |
| City of Buellton | Buellton Union School District | Phase 1 - Flashing School Crossing Signs on SR 246 at Sycamore Drive and La Lata Drive | 1 of 5 | \$25,000 | \$25,000 | \$25,000 | No |
| City of Buellton | Buellton Union School District | RECOMMENDED FOR PARTIAL FUNDING FOR DESIGN ONLY - Phase 3 - Installation of Warning Lights & Sidewalk Improvements on SR 246 at Sycamore Drive | 3 of 5 | \$202,000 | \$102,000 | \$20,601 | Local funds will be available for design if necessary |
| County of Santa Barbara | Orcutt Union School District | Lakeview Road Crosswalk Improvements in Orcutt | 1 of 3 | \$65,000 | \$58,500 | \$58,500 | Yes, \$6,500, 10% |
| City of Guadalupe | Guadalupe Union School District | Guadalupe Safe Routes to School Sidewalk Infill Project on Olivera St between SR 1 and 9th Street | 1 of 2 | \$100,000 | \$95,000 | \$95,000 | Yes, \$5,000, 5% |

Total Capital Projects **\$697,000** **\$555,500** **\$359,101**

Education Programs - One (1) project approved for funding

| Project Sponsor | Co-sponsor | Project Title | Sponsor Priority | Total Project Cost | Requested Measure A Amount | Approved Measure A Amount | Are other funds dedicated to project? |
|------------------|-------------------|-----------------|------------------|--------------------|----------------------------|---------------------------|---------------------------------------|
| City of Buellton | Traffic Solutions | County Bike Map | 5 of 5 | \$4,250 | \$3,187 | \$3,187 | Yes, \$1,062, 25% |

Total Education Programs **\$4,250** **\$3,187** **\$3,187**

Planning Projects - One (1) project approved for funding

| Project Sponsor | Co-sponsor | Project Title | Sponsor Priority | Total Project Cost | Requested Measure A Amount | Approved Measure A Amount | Are other funds dedicated to project? |
|-------------------------|------------|--|------------------|--------------------|----------------------------|---------------------------|---------------------------------------|
| County of Santa Barbara | None | Los Alamos Pedestrian and Bicycle Circulation Plan | 2 of 3 | \$38,500 | \$35,000 | \$35,000 | Yes, \$3,500, 9% |

Total Planning Projects **\$38,500** **\$35,000** **\$35,000**

| | Total Project Cost | Requested Measure A Amount | Measure A Approved for Programming | Other funds dedicated to projects |
|---------------|--------------------|----------------------------|------------------------------------|-----------------------------------|
| Totals | \$739,750 | \$593,687 | \$397,288 | \$148,062 |

MEASURE A PROJECT COOPERATIVE AGREEMENT

For projects awarded to **City of Buellton** in Cycle 1 of the Measure A Bicycle and Pedestrian and Safe Routes to School Programs

This Cooperative Agreement ("Agreement") is made and entered into on **April 19, 2012** by and between the **City of Buellton** ("Sponsor") and the SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS, acting as the Santa Barbara County Local Transportation Authority ("Authority").

RECITALS

WHEREAS, Authority and Sponsor desire to enter into a Cooperative Agreement to coordinate the funding of transportation improvements in Santa Barbara County pursuant to the authority provided by the Road Repair, Traffic Relief and Transportation Safety Measure ("Measure A"), which was approved by the voters of Santa Barbara County on November 4, 2008; and

WHEREAS, the Sponsor has proposed that the Authority provide funding from the Measure A South Coast and North County Bicycle and Pedestrian and Safe Routes to School Programs specified herein ("Program") to Sponsor's projects for the particular transportation improvement project work specified herein ("Project"); and

WHEREAS, the Authority has determined that the Project is eligible as approved by the SBCAG Board on January 19, 2012 and February 16, 2012 and described in Attachments to this Agreement for Measure A funds; and

WHEREAS, the Authority is authorized to issue Measure A funds to Sponsor for eligible projects; and

WHEREAS, the Authority and Sponsor desire to have this Agreement serve as the Agreement for the Authority to provide Measure A funding to Sponsor for eligible projects proposed by Sponsor, provided that such funding has been authorized by the Board of the Authority.

NOW, THEREFORE, in consideration of the mutual promises and undertakings herein made and the mutual benefits to be derived therefrom, the parties hereto represent, covenant, and agree as follows:

AGREEMENT
SECTION I
Covenants of Sponsor

- 1.1 **Project Description.** The complete Project description, scope of work, delivery schedule, estimate of cost by activity, anticipated amount and type of funds that will supplement Measure A funds, and the anticipated timing for release of Measure A funds are specified in Attachments to this Agreement.
- 1.2 **Change In Project Description.** A change in the Project as described in Attachments to this Agreement may not be implemented until it has been approved in writing by the Authority. Any project implemented prior to Authority approval will not be eligible for reimbursement and in no event will a change in scope result in the Authority reimbursing more than the amount awarded for the Project as listed in Attachments to this Agreement.
- 1.3 **Eligible Reimbursement Costs.** Eligible project costs are specified in Attachments to this Agreement or as may be approved from time to time by the Authority pursuant to Section 1.2. In no event shall expenses incurred prior to the execution of this Agreement be considered eligible reimbursement costs.
- 1.4 **Measure A Percentage Share Defined.** The percentage of eligible Project costs to be paid using Measure A funds will not exceed the percentage of total Project costs listed in Attachments to this Agreement. Any Sponsor matching funds shall be used to pay for the remainder of Project costs.
- 1.5 **Invoices and Progress Reports.** Sponsor shall submit semi-annual progress reports and invoices consistent with the Program guidelines as adopted by the SBCAG Board on May 19, 2011. These documents shall include the following specified information:
 - 1.5.a **Invoices.** The Sponsor shall provide the Authority with one (1) copy of all invoices submitted to Sponsor by every contractor, subcontractor, consultant, or subconsultant as appropriate and any other backup documentation required to support direct and indirect costs for which a Sponsor submits an invoice.
 - 1.5.b **Progress Reports.** Progress reports shall include a brief description of the status of the Project including the work completed to date. This summary may be included on the invoices submitted to the Authority or be attached to those invoices.
- 1.6 **Use of Funds.** The Sponsor shall use existing Measure A funds consistent with the project description in Attachments to this Agreement or as approved by the Authority pursuant to Section 1.2. The Sponsor shall encumber the funds no later than the Project schedule as listed in Attachments to this Agreement and consistent with the Program guidelines.
- 1.7 **Submittal of Documents.** The Sponsor shall provide copies to the Authority of all executed contracts that relate to the Project scope as described in Attachments to this Agreement and Section 1.3 or approved by the Authority pursuant to Section 1.2. The Sponsor will

retain records pertaining to the Project for a five (5) year period following completion of the Project.

- 1.8 Completion of Project. Sponsor shall be responsible for the timely completion of the Project set forth in Attachments to this Agreement, including meeting any use of funds deadlines as stated in the Program guidelines. Sponsor shall provide management of any consultant and contractor activities, including responsibility for schedule, budget and oversight of the services, consistent with the scope of work. When the Sponsor is responsible for the construction management and oversight, any construction management costs that exceed 15% plus indirect costs of the total eligible project costs, set forth in Attachments to this Agreement shall be the sole responsibility of the Sponsor. This provision shall apply in all instances, including situations where a change in scope has been approved by the Authority pursuant to Section 1.2.
 - 1.8.a Project Completion Report. Within 6 months of project completion, Sponsor shall provide a project completion report to Authority that includes final cost, revenues, and schedule of completed and future activities. For construction projects, pictures of the completed project must accompany the report. Whenever possible, pictures of the “before” project conditions should also be submitted. This Report shall accompany the final invoice for payment from Sponsor to provide notice of Agreement account closing by Authority. The Report shall meet all requirements set forth in the Authority’s Program Guidelines.
- 1.9 Public Outreach. The Sponsor is responsible for development and administration of a public outreach effort to ensure public awareness and involvement in the Project development and delivery process. The Sponsor will provide a copy of the public outreach plan and all materials documenting the public outreach activities, including public notices, press releases, flyers, etc. to the Authority. The public outreach plan must accompany the first invoice for payment from Sponsor. The materials documenting the public outreach activities must accompany the final invoice for payment from Sponsor.
- 1.10 Provision of Signs. Sponsor shall install signs consistent with the Authority’s Project Signs Guidelines and Specifications as adopted by the SBCAG Board on August 18, 2011, or as appropriate.
- 1.11 Cost Savings and Excess Costs
 - 1.11.a Cost Savings. After the Project has been accepted by the Sponsor and Authority as complete, any positive difference between the cost, as listed in Attachments to this Agreement or approved by the Authority pursuant to Section 1.2, and the total amount invoiced to the Authority shall be considered cost savings. 100% of the cost savings will revert to the Measure A program for re-programming by the Authority on other eligible projects.
 - 1.11.b Excess Costs. In the event the actual Project cost exceeds the estimate shown in Attachments to this Agreement, this amount will be considered an excess cost. Sponsor

is solely responsible for all costs over the amount identified in Section 1.3 and pursuant to Section 1.2.

- 1.11.c Reconciliation of Excess Costs. Excess project costs to complete a project are not eligible for reimbursement unless approved pursuant to Section 1.2. The amount of Measure A funds as identified in Section 1.3 are the maximum funds available for reimbursement to the Sponsor and cannot be increased unless agreed to by the Authority pursuant to Section 1.2. The Sponsor shall request an amendment if needed for this purpose in writing to the Authority. Such amended Agreement shall be effective only if signed and approved by the duly authorized representatives of both the Authority and Sponsor.
- 1.12 Errors and Omissions. The Sponsor shall diligently monitor and manage all aspects of the Project and shall aggressively pursue any and all remedies, including full restitution and damages from any consultant, contractor or sub-contractor and their insureds and sureties suspected of any acts, errors, or omissions committed during business activities that economically or legally damage the project.
- 1.13 Sponsor agrees to furnish or cause to be furnished all labor, materials, equipment, required licenses, permits, fees, and other appropriate legal authorization from all applicable federal, state, and local jurisdictions necessary to perform and complete, per schedule, in a professional manner, the obligations described herein.
- 1.14 Sponsor may implement projects herein through private organizations and nonprofit entities.

SECTION II

Covenants of Authority

- 2.1 Reimbursement Payments. The Authority shall make reimbursement payments to the Sponsor or implementing party designated pursuant to Paragraph 1.14 for eligible project costs as specified in the Attachments to this Agreement.
 - 2.1.a Ineligible Costs. The Authority reserves the right to adjust current or future reimbursement payments to Sponsor if an invoice includes ineligible costs.
 - 2.1.b Reimbursement Amount. The amount of reimbursement payments to the Sponsor shall be equivalent to 100% of eligible expenditures for each invoice submitted to the Authority as specified in Attachments to this Agreement. The total reimbursement percentage share for this Agreement is as stated in Attachments and Section 1.4 costs.
 - 2.1.c Suspension of Reimbursement. If the Authority determines that any costs in an invoice are not allowable, or lacks supporting progress reports, the Authority shall return the invoice to the Sponsor with an invoice dispute notice outlining the reason for the return and the proposed remedy, if one exists, which would make the invoice acceptable for payment. The Sponsor may re-submit the invoice for payment after reviewing the invoice dispute notice and making any necessary corrections. The Sponsor may also

immediately submit a new invoice representing only the amounts which are not in dispute, while setting aside the disputed amounts for review in accordance with the provisions set forth in this Section 2.1.

- 2.1.c.1 Meeting. Once a dispute has occurred, the Authority shall arrange a meeting between Authority and Sponsor staff to discuss and attempt to resolve the dispute
- 2.1.c.2 Subregional Committee. If an agreement cannot be reached at the meeting, then the Sponsor or the Authority shall have the option to take the dispute to the Authority's North or South County Subregional Committee, as appropriate. In this case reimbursement for the disputed cost item(s) will be delayed until a resolution of the matter is reached.
- 2.1.c.3 Authority's Board Decision. If the Sponsor or the Authority disagrees with the resolution by the Subregional Committee then the dispute shall be submitted to the Authority's Board for resolution. If the Board determines that the disputed cost item(s) is ineligible, the Authority shall not provide reimbursement payment to the Sponsor for the disputed item(s). If the Board determines that the disputed cost item(s) is eligible, then the Authority shall provide reimbursement payment to the Sponsor for the disputed cost.
- 2.1.c.4 Reservation of Rights. By utilizing the above procedures, the Sponsor does not surrender any rights to pursue available legal remedies if the Sponsor disagrees with the Board decision.
- 2.1.d Acceptance of Work Does Not Result In Waiver. Reimbursement payments do not result in a waiver of the right of the Authority to require fulfillment of all terms of this Agreement.
- 2.2 Right to Conduct Audit. The Authority shall have the right to conduct an audit of all Sponsors' records pertaining to the Agreement at any time during the course of construction and up to a five (5) year period after completion of the Agreement. Records. Sponsor shall keep and provide to Authority or its agents, upon request, accurate financial records (including invoices and published price lists on which this Agreement was based) necessary to enable Authority to review Sponsor's performance of this Agreement. These records shall demonstrate the funding has been used as described in the Project Description. Sponsor shall maintain all such records for at least five years after completion of the project.

SECTION III **Mutual Covenants**

- 3.1 Term. This Agreement shall remain in effect until discharged or terminated as provided in Section 3.2 or Section 3.15.

3.2 Discharge. This Agreement shall be subject to discharge as follows:

3.2.a Termination by Mutual Consent. This Agreement may be terminated at any time by mutual consent of the parties.

3.2.b Discharge Upon Completion of Projects. Except as to any rights or obligations which survive discharge as specified in Section 3.14, this Agreement shall be discharged, and the parties shall have no further obligation to each other, upon completion of the Projects in the Attachments to this Agreement as certified by the Authority.

3.3 Indemnity. It is mutually understood and agreed, relative to the reciprocal indemnification of the Authority and the Sponsor:

3.3.a Sponsor shall defend, indemnify and save harmless the Authority, its officers, agents and employees from any and all claims, demands, damages, costs, expenses (including attorney's fees), judgments or liabilities arising out of this Agreement or occasioned by the performance or attempted performance of the provisions hereof; including, but not limited to, any act or omission to act on the part of the Sponsor or its agents or employees or other independent contractors directly responsible to it; except those claims, demands, damages, costs, expenses (including attorney's fees), judgments or liabilities resulting solely from the negligence or willful misconduct of the Sponsor.

3.3.b Authority shall defend, indemnify and save harmless the Sponsor, its officers, agents and employees from any and all claims, demands, damages, costs, expenses (including attorney's fees), judgments or liabilities arising out of this Agreement or occasioned by the performance or attempted performance of the provisions hereof; including, but not limited to, any act or omission to act on the part of the Authority or its agents or employees or other independent contractors directly responsible to it; except those claims, demands, damages, costs, expenses (including attorney's fees), judgments or liabilities resulting solely from the negligence or willful misconduct of the Authority.

3.4 Notices. Any notice which may be required under this Agreement shall be in writing and shall be given by personal service, or by certified or registered mail, return receipt requested, to the addresses set forth below:

| | |
|--|--|
| AUTHORITY Santa Barbara County Association of Governments 260 North San Antonio Road, Suite B Santa Barbara, CA 93110 | SPONSOR City of Buellton PO Box 1819 Buellton, CA 93427 |
|--|--|

Either party may change its address by giving notice of such change to the other party in the manner provided in this Section 3.5. All notices and other communications shall be deemed communicated as of actual receipt or after the second business day after deposit in the United States mail.

- 3.5 Additional Acts and Documents. Each party agrees to do all such things and take all such actions, and to make, execute and deliver such other documents and instruments, as shall be reasonably requested to carry out the provisions, intent and purpose of the Agreement.
- 3.6 Integration. This Agreement represents the entire Agreement of the parties with respect to the subject matter hereof. No representations, warranties, inducements or oral agreements have been made by any of the parties except as expressly set forth herein, or in other contemporaneous written agreements.
- 3.7 Amendment. This Agreement may not be changed, modified or rescinded except in writing and approved by both parties.
- 3.8 Non-Partnership. This Agreement is not intended by the parties to constitute or create a joint venture, pooling arrangement, or formal business organization of any kind. The rights and obligations of the parties shall be only those expressly set forth herein. Sponsor and Sponsor's subcontractors shall perform all services under this Agreement as independent parties and not as employees, officers or agents of the Authority.
- 3.9 Assignment. The Agreement may not be assigned, transferred, hypothecated, or pledged by any party without the express written consent of the other party.
- 3.10 Binding on Successors. This Agreement shall be binding upon the successor(s), assignee(s) or transferee(s) of the Authority or as the case may be. This provision shall not be construed as an authorization to assign, transfer, hypothecate or pledge this Agreement other than as provided above.
- 3.11 Severability. Should any part of this Agreement be determined to be unenforceable, invalid, or beyond the authority of either party to enter into or carry out, such determination shall not affect the validity of the remainder of this Agreement which shall continue in full force and effect; provided that, the remainder of this Agreement can, absent the excised portion, be reasonably interpreted to give effect to the intentions of the parties.
- 3.12 Counterparts. This Agreement may be executed in one or more counterparts and shall become effective when one or more counterparts have been signed by all of the parties; each counterpart shall be deemed an original but all counterparts shall constitute a single document.
- 3.13 Survival. The following provisions in this Agreement shall survive discharge:
- 3.13.a The Sponsor. As to the Sponsor, the following sections shall survive discharge: Section 1.6 (obligation to apply funds to the Project), Section 1.7 (obligation to provide copies and retain records), Section 1.8 (obligation to continue to manage the Project).
- 3.13.b The Authority. As to the Authority, the following section shall survive discharge: Section 2.3 (right to conduct audit).
- 3.13.c Both Parties. As to both parties, the following section shall survive discharge: Section 3.3. (mutual indemnities).

- 3.14 Limitation. All obligations of the Authority under the terms of this Agreement are expressly contingent upon the Authority's continued authorization to collect and expend the sales tax proceeds provided by Measure A. If for any reason the Authority's right or ability to collect or expend such sales tax proceeds is terminated or suspended in whole or part so that it materially affects the Authority's ability to fund the Project, the Authority shall promptly notify Sponsor, and the parties shall consult on a course of action. If, after twenty-five (25) working days, a course of action is not agreed upon by the parties, this Agreement shall be deemed terminated by mutual or joint consent. Any future obligation to fund this project or any other project or projects of Sponsor, not already specifically covered by separate Agreement, shall arise only upon execution of a new Agreement.
- 3.15 Time. Time is and shall be of the essence of this Agreement and each and all of its provisions in which performance is a factor.
- 3.16 Remedies Cumulative. No remedy or election of remedies provided for in this Agreement shall be deemed exclusive, but shall be cumulative with all other remedies at law or in equity. Each remedy shall be construed to give the fullest effect allowed by law.
- 3.17 Applicable Law. This Agreement shall be governed by, and construed and enforced in accordance with the laws of the State of California.
- 3.18 Captions. The captions in this Agreement are for convenience only and are not a part of this Agreement. The captions do not in any way limit or amplify the provisions of this Agreement and shall not affect the construction or interpretation of any of its provisions.
- 3.19 No Continuing Waiver. The waiver by any party of any breach of any of the provisions of this Agreement shall not constitute a continuing waiver or a waiver of any subsequent breach of the same, or of any other provision of this Agreement.
- 3.20 No Rights in Third Parties. Nothing in this Agreement, express or implied, is intended to confer any rights or remedies under or by reason of this Agreement on any third party, nor is anything in this Agreement intended to relieve or discharge the obligation or liability of any third party to any party to this Agreement, nor shall any provision of this Agreement give any third party any right of subrogation or action over or against any party to this Agreement.
- 3.21 Signator's Warranty. Each party warrants to each other that he or she is fully authorized and competent to enter into this Agreement in the capacity indicated by his or her signature and agrees to be bound by this Agreement as of the day and year first mentioned above upon the execution of this Agreement by each other party.

IN WITNESS WHEREOF, the undersigned parties have executed this Agreement on the day and year first written above.

ATTEST:

SBCAG, acting as the SANTA BARBARA COUNTY
LOCAL TRANSPORTATION AUTHORITY:

By: _____
James Kemp, Executive Director

By: _____
Joni Gray, Chairperson

APPROVED AS TO FORM:

By: _____
William M. Dillon
Senior Deputy County Counsel

ATTEST:

CITY OF BUELLTON

By: _____
John Kunkel, City Manager

By: _____
Holly Sierra, Mayor

APPROVED AS TO FORM:

By: _____
Ralph Hanson
City Attorney

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: Economic Development Task Force
By: Marc P. Bierdzinski, Planning Director

Meeting Date: April 12, 2012

Subject: Possible Funding of Printing of Economic Development Brochures

BACKGROUND

On June 23, 2011, the Buellton Redevelopment Agency (RDA), at the recommendation of the Economic Development Task Force, authorized the Executive Director to expend up to \$10,000 of RDA monies to help fund the efforts of the Chamber of Commerce for the printing of an economic development brochure that was being developed by the Economic Development Task Force and the Chamber. The minutes from June 23 are included as Attachment 1. The Chamber never requested the authorized funds and the RDA has now been dissolved. Therefore the RDA funds are no longer an option.

The Economic Development Task Force at its March meeting agreed that development of the brochure should move forward using funds in the Planning Department budget for economic development activities. The \$10,000 is available in the budget for this purpose. On June 23, the RDA also requested a proof of the brochure prior to printing. That is included in the recommended action.

The following is a summary of the request from the June 23 staff report:

The Economic Development Task Force discussed the concept of providing economic development brochures in all hotel rooms. The task force identified a problem that guests to Buellton do not know what parks, special events, and businesses we have available for their use. For example, how many travellers with dogs know we have a dog park? If that information and more were provided as a brochure in a hotel room, it may get people to stay and spend more time in Buellton itself.

The consensus was to have a bi-annual or quarterly Chamber prepared economic development brochure printed and distributed to the hotels. Each brochure would note City amenities (parks) along with businesses who would like to advertise in

the brochure (with discount coupons). In addition, each edition of the brochure would publicize the events upcoming such as the Central Coaster Car Show and Arts on the Avenue.

Members of the task force will be working on cost estimates for printing along with cost effective methods for the design and layout of the brochure. Local businesses will also be contacted about participating. Final details and cost of developing the brochure have not been determined at this time.

The Executive Director of the RDA is seeking some “seed money” to help the Chamber move forward on preparing the first edition of the brochure. The request is to authorize the Executive Director to expend up to \$10,000 towards helping the Chamber print the first brochure. If the first brochure turns out to be a success, this can be added as a line item to next year’s budget. The Chamber performs economic development activities on behalf of the City and this task falls into line with those duties.

FISCAL IMPACTS

The City Manager is asking the City Council to authorize the expenditure of up to \$10,000 to help cover the Chamber printing costs of the first economic development brochure that will be placed in hotel rooms. Funds are available in the current Planning Department budget for this task.

RECOMMENDATION

That the City Council authorize the City Manager to expend up to \$10,000 to help fund the Chamber efforts for the printing of an economic development brochure that is being recommended by the Economic Development Task Force, and that the City Council review and approve the proof prior to printing of the brochure..

ATTACHMENT

Attachment 1 – June 23, 2011, RDA Minutes

3. Possible Funding for Printing of Economic Development Brochures**RECOMMENDATION:**

That the Redevelopment Agency (RDA) authorize the Executive Director to expend up to \$10,000 of RDA monies to help fund the Chamber efforts for the printing of an economic development brochure that is being developed by the Economic Development Task Force.

STAFF REPORT:

Executive Director Kunkel presented the staff report.

SPEAKERS/DISCUSSION:

Judi Stauffer, Buellton, requested that the proposed brochure display a good map of the City.

Peggy Brierton, Buellton, questioned when signage issues will be discussed.

The Agency Members discussed the following issues:

- That the Agency is shown a proof of the brochure prior to printing

MOTION:

Motion by Agency Vice Chair Sierra, seconded by Agency Member King authorizing Executive Director Kunkel to expend up to \$10,000 of RDA monies to help fund the Chamber efforts for the printing of an economic development brochure.

VOTE:

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

4. Resolution No. RDA 11-01 - "A Resolution of the Redevelopment Agency of the City of Buellton, California, Adopting the Fiscal Year 2011-12 Budget"**RECOMMENDATION:**

That the Agency consider adoption of Resolution No. RDA 11-01.

STAFF REPORT:

Finance Director Muñoz presented the Fiscal Year 2011-12 Redevelopment Agency Budget for approval and adoption.

DOCUMENTS:

Staff report with attachments (Resolution No. RDA 11-01 and Preliminary Fiscal Year 2011-12 Redevelopment Agency Budget)

MOTION:

Motion by Agency Member King, seconded by Agency Member Connolly, approving Resolution No. RDA 11-01 – "A Resolution of the Redevelopment Agency of the City of Buellton, California, Adopting the Fiscal Year 2011-12 Budget".

VOTE:

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